

DCAM-19-NC-RFP-0006

Comprehensive Facility Condition Assessment and Space Utilization Studies

ADDENDUM NO. 2 - EXHIBIT B

NO.	QUESTIONS	ANSWER
1	The RFP references ASTM 2018-15 Scope. The scope for ADA assessment in the ASTM Guide is for a checklist and visual assessment without measurements. Does this scope of service satisfy the ADA assessment protocol?	Yes, the scope for ADA Assessment in the ASTM Guide -- checklist and visual assessment, without measurements -- is sufficient for our FCA assessments.
2	The contractor shall produce diagrammatic drawings: Is this the full extent of the required CAAD drawings required: i.e. "Diagrammatic"	Under section C.5.5 the Contractor must produce diagrammatic floor plans for each floor . . . These drawings, required for all FCA's, <u>need not be CADD</u> , but must describe all elements listed in section C.5.5. Their purpose is as described. If, however, CADD Drawings are requested in writing, as part of any given Task Order, such drawings shall conform to the requirements outlined in Section C.5.9, a clarification of which is described below.
3	The BIM Contract Requirements should address model requirements such as modeling responsibility, the modeling process, minimum model contents, Facility Data to be captured, and Level of Development (LOD). Because proper BIM planning at project inception is imperative to success and demands thorough understanding, it is recommended that the winner procure the services of a specialized BIM consultant or identify one of the contracted parties to assist in identifying and defining the model/modeling requirements. Could you please clarify the purpose of the CAAD drawings? What data is to be captured? What level of detail is necessary?	The CADD drawings are not to be assumed to be the first phase of BIM planning. However, we have elected to utilize the BIM "Existing Conditions" definition as a guide. As per section C.5.9: a process in which a "geometry and information" model is developed of the existing conditions for a site and facilities on a site. <u>We are NOT requiring the services of a BIM consultant</u> to perform this Existing Conditions level of CADD drawings.
4	Could you please clarify the purpose of the CAAD drawings?	The purpose of the CADD drawings required in section C.5.9 is to have accurate existing condition drawings of the site and the facilities on the site. The purpose of the diagrammatic drawings referred to in section C.5.5 -- which are not-necessarily CADD -- is only to show dimension, space usage and furniture layout, and to show the grounds associated with each facility, delineating hardscape, parking lots, mowable grass areas, etc.
5	What data is to be captured with the CAAD drawings?	We are defaulting to the U.S. National CAD Standard -- V6. Attached are excerpts from U.S. National CAD Standard 3.1. (See Attachment called "CADD DRAWING REQUIREMENTS TO SECTION C.5.9")
6	What level of detail is necessary in the CAAD?	See the Department's response to Question No. 3

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7	What materials shall be used for bar-coding equipment? Are synthetic, multi-purpose indoor/outdoor tags acceptable?.	Yes, the materials shall be waterproof, vinyl or other synthetic, multi-purpose indoor/outdoor tags.
8	Will there be any color printing or name required specifications for the bar code tags?	The DGS Logo and/or some indication that this is a DGS asset will be on the tags.
9	Bar code tag options may include metallic tags for outdoor equipment applied with adhesive. Will this be required?	The materials shall be waterproof, vinyl or other synthetic, multi-purpose indoor/outdoor tags.
10	It is our understanding that alternative software system for data collection and reporting may be used as long as the data can be mapped directly to 4tell Asset Management Software, is this accurate?	Yes, that is correct.
11	Does using 4Tell Software provide any distinct advantage to the award of this IDIQ?	No, there is no inherent advantage or disadvantage; however, the use of 4tell is required under this solicitation and the resulting Contract and the District will not consider offers that do not clearly adhere to the requirement of 4tell.
12	Is there any plan to conduct school assessments during vacation or summer months?	Yes, if it can be coordinated with DCPS, and it does not interfere with summer modernization projects underway.
13	Can assessors enter the schools during class-time to look at ancillary spaces not used for classrooms?	Assessments may not take place in rooms where learning or other school activities (sports, lunch) might be interrupted. However, assessment of common spaces or basement and utility rooms can take place during school hours. Access will be coordinated on a school by school, principal by principal basis. We have developed a good working relationship with DCPS for this coordination.
14	Will we have access to previous FCA data and costs, and will this data be available in excel format?	The Department may provide access to historic FCA data where it exists. Access to the 4tell dashboard allows you to export data to excel. However, it is the Districts expectation and intent under this Contract to collect new FCA's for each facility (unless otherwise directed). Access to previous data shall only be considered as a convenient reference, or to confirm assumptions.
15	Please clarify the amount of bid bond and payment/performance bonds required. Is it based on the maximum contract value of \$4,000,000 or Total price of the minimum square foot for all CLINS listed on the price schedule?	Please see Addendum No. 2, Item No. 5. All Payment & Performance Bonds shall be 35% of the penal value of a individual Task Order issued for services.

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16	Should we base the bonding requirements on the Base Period or the largest number of all years ?	Please see Addendum No. 2, Item No. 5. All Payment & Performance Bonds shall be 35% of the penal value of a individual Task Order issued for services.
17	The RFP indicates that there is no limit on the number of orders that may be issued. Section B.4 states the minimum size of any order. What is the likely average size of a typical order?	"Orders" refer to Task Orders. A definition for Task Orders is provided in Addendum No. 2, Item No(s) 1 & 2. Section B.4 Price Schedules provide an estimated minimum SQ FT of work anticipated. These figures are estimates and not intended to represent the average work requested by Task Order. The Department has not provided the maximum SQ FT as this information is not available and will be gathered as a result of the work performed under the proposed Contract.
18	The tables included for the Base Period and the Option Years call for a Total Price defined as the Unit Rate times the Maximum Quantity. There are no maximum quantities provided in the pricing tables. What should we enter in the Total Price column?	The Price Schedules/Cost Schedules included in Sections B.4.1 thru B.4.5 are for reference purposes only. Potential Offerors are required to complete Attachment J.12 - Price Schedule/Bid Form Revised by Addendum No. 01 on 18-April-2019. Potential Offerors will provide their firm, fixed and fully-loaded rate per SQ FT for each CLIN in the pale yellow highlighted cells provided. The MS Excel document will automatically calculate the Total Price Colum based on the rate x the estimated sq. ft quantity. At this time the Department only has access to the estimated minimum SQ FT quantities.
19	Will individual orders be priced per order, based on a defined number and size of buildings, or will the unit rates provided in the Pricing tables be automatically applied to each order?	The unit price offered per SQ FT will be applied to each Task Order for a specified service.
20	What is the significance of the reference to Hayat Brown LLC in Section C.3.8 Life Cycle	Please see Addendum No. 2, Item No. 6
21	What is the significance of the reference to Hayat Brown LLC in Section C.3.10 Planning Horizon	Please see Addendum No. 2, Item No. 7
22	If the contractor does not currently license 4tell™ software, the Department can, upon request, provide assessors with access to the software necessary to perform assessments in accordance with this Scope of Work. If technical support is required by the contractor, does the Department's support agreement with 4Tell cover any costs that may be required due to support requirements or end-user inquiries?	DGS has arranged for 4tell to provide an initial orientation to the software and methodology. Online training is also available to all users, and limited additional tech support to ensure that the first time data is uploaded, it is done so correctly. It is the Districts expectations that the Contractor(s) maintain any ongoing professional training of their own staff that the Contractor deems necessary.

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23	Does the Department have existing CADD files, other plan layouts in electronic file format (such as fire escape plans) or hard copy drawings from which the contractor will generate CADD floor plan drawings, or is it required that the contractor take on-site measurements of functional spaces to generate the CADD drawings from "Scratch"?	So, the core requirement C.5.5 is for diagrammatic floor plans that are not required to be CADD. You should assume that existing drawing files or other plan layouts in electronic format do not exist. To the extent practical we may provide whatever drawing files are available.
24	PDF Format Reports: PDF format reports for each of the FCAs shall be submitted and formatted similarly to the "Sample Report" Attachment J.14. Can you provide Attachment J.14 for our review?	Please see Addendum No. 2, Item No. 8
25	Section C.5.7.10 Hazardous Materials is not clear whether we need actual testing of suspected hazardous materials or just identifying it through age of material, type, etc... and reporting it. Please clarify whether Hazardous materials testing is required or not ?	Hazardous materials testing is NOT required. The intent of the ASTM standard is a visual inspection -- and based on the visual aspects only, identify suspected hazardous materials, so that under a separate contract, if the District chooses the identified instances may be subject to further study and analysis.
26	Section H.9.1.3 on page 37 of the RFP states, " A prime contractor that is certified by DSLBD as a small, local or disadvantaged business enterprise shall not be required to comply with the provisions of Sections [H.9.1.1] and [H.9.1.2]." Please confirm that if the prime is a certified SBE, that we will not need to fulfill the SBE sub-contracting requirements.	The SBE firm is NOT required to sub-contract and my self-perform 100% of the Contract. However; IF the prospective SBE Offeror decides to sub-contract the Prime SBE is required to fulfill 50% of the Contract with its own resources and sub-contract at least 35% of the remaining contract value with fellow SBE firm.
27	Section H.12.8.1 Bonds and H.12.8.2 Payment and Performance bonds: Please consider removing this requirement because it is not typical for Architectural and Engineering Professional Services.	Please see Addendum No. 2, Item No. 5
28	Section B.4.1. Base Period - Can you please confirm whether the Item Descriptions listed in the table are correct? Should references to Section C.1.7.1 instead be to Section C.5.7.1, etc.? If the references are correctly listed, please provide the referenced sections.	Attachment J.12 was deleted and replaced with a revised Price Schedule/Compensation dated 18-April-2019 with Addendum No. 1, Item No. 3 and can be located at the DGS Solicitation Website.
29	Are sub-consultants required to meet the insurance requirements listed? Or only the prime?	The Prime Contractor is responsible for all insurance provisions.
30	Are sub-consultants required to meet the bid/bond requirements listed? Or only the prime?	No, only the Prime Contractor is responsible for fulfilling the bond requirements.
31	For the bid bond requirement of "five percent (5%) of the total bidding budget" at the time of proposal, what number should we use as the bidding budget (since this is an IDIQ style contract)?	Please see Addendum No. 2, Item No. 5

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32	Can a contractor submit as a prime on one team and also be a sub-contractor on another team?	Yes, an Offeror may submit a proposal as the Prime Contractor and also chose to offer services as a subcontractor under another Prime Offeror.
33	H.12.8.1.1 states, the Contractor is required to submit with their Proposals a bid bond in the amount of five percent (5%) of total bidding budget, in the form included as Attachment J.16 Bid Bond. All bonding companies must be included on the Department of Treasury 's Listing of Approved Sureties. Why is a bond required for a non-construction project?	Please see Addendum No. 2, Item No. 5
34	For this set-aside solicitation, is my small business qualified to compete based on its location in Alexandria, VA, or would it have to have an office in DC?	The District set-aside requirement is based on the D.C. Department of Small and Local Business Development's ("DSLBD") certification of a vendor as A Certified Business Enterprise (CBE) that is headquartered in the District of Columbia. Businesses with DSLBD CBE certification receive preferred procurement and contracting opportunities. This solicitation is set-aside for the market of DSLBD D.C. Small Business Enterprise (SBE) firms: A small business enterprise is a certification designation offered by DSLBD. Eligibility requires the business be deemed a local business enterprise; independently owned, operated, and controlled. Please visit DSLBD's website for FAQs related to the D.C. CBE certification process and requirements https://dslbd.dc.gov/page/certification-faqs
35	Who is the current incumbent for this project?	This is a new solicitation with no prior incumbent.
36	Were Offeror's required to attended the pre-proposal conference in order to be eligible to respond to this RFP?	No, attendance of Pre-Proposal Conferences are optional.
37	Addendum No. 01 shows no substantial changes to the Pricing Schedule & compensation sheet, please confirm?	Attachment J.12 was revised to include the correct section references for each CLIN. All other components of the price form remain unchanged.
38	Does the government anticipate changing the May 6th deadline with a new Addenda submission?	At this time the Department does not anticipate extending the proposal submission deadline.
39	Down to what level of asset would the District like inventoried? For instance, just major equipment or all pumps, VAV boxes etc.	All -- to the extent that they are visibly accessible or not in locked or enclosed spaces. C.5.7.5 says, in part ". . . List of equipment indicating make, manufacturer, rating/capacity, year of manufacture, and location installed shall also be provided in tabular form."

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40	Will each contract awarded be for < \$4,000,000, or, is the total contract amount < \$4,000,000?	The proposed contract(s) subject of this RFP shall be Term IDIQ type contracts. Each proposed contract shall have a minimum guaranteed value of \$250.00 and a maximum non-guaranteed value up-to \$4M. Please remember, this IDIQ Contract is Task Order driven, the Department does not know when, how often and or how may orders will be issued and is only guaranteeing work up-to the minimum value of \$250.00 annually.
41	What is the maximum number of Contractors you will select?	The Department may elect to award two (2) or more Contracts. Award and subsequent justification will be based on best value and of most advantageous to the District.
42	What is the anticipated award date?	In accordance with Section F.1; the Department anticipates making award on or before 1-July-2019