

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



**Addendum No. 2
To**

Request For Proposals (“RFP”) No. DCAM-23-CS-RFP-0030

**Construction Management At-Risk Services for Construction of a New DC Archives Building in
Van Ness Campus of University of District of Columbia**

Issued: September 14, 2023

This Addendum No. 2 is issued on the date mentioned above and except as modified hereby, the RFP remains unmodified.

Item #1: **Site Visit Participants List** is hereby shared as **Exhibit No. 1.**

Item #2: **District of Columbia Archives Special Project Requirements Pertaining to Turnover
of Collections-Containing Spaces** is hereby shared as **Exhibit No. 2.**

By: *Obi Ranjbar*

Obaidullah Ranjbar
DGS’ Contracting Officer

Date: 9/14/2023

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES**



EXHIBIT 1

SITE VISIT PARTICIPANTS LIST

NEW DC ARCHVIES PRE-BID SIGN-IN SHEET

	NAME	ORGANIZATION	PHONE	EMAIL
1	SOLOMON IKOTUN	DC DGS	202-253-7014	solomon.ikotun@dc.gov
2	MILIND GHOLAP	DC DGS	202-790-0070	milind.gholap@dc.gov
3	BRIAN FARRELL	HCA	240-925-7213	bfarrell@hartmancox.com
4	SCOTT TEIXEIRA	HCA	202-528-3336	steixeira@hartmancox.com
5	JEFF TILTON	SMOOT DC	202-243-4658	jtilton@smootbuilds.com
6	KYLE BANOFF	SMOOT DC	202-430-2709	KBANOFF@SMOOTBUILDS.COM
7	Walid Sathab	MCN	202-304-8760	walid.sathab@menbuild.com
8	Matt Byrne	MCN	" " "	matt.byrne@menbuild.com
9	James Crowle	MCN	" "	James.Crowle@menbuild.com
10	JIM WALLIE	GIUBAVE	202-577-9898	JWALLIE@GIUBAVE.CO.COM
11	Ryan Walsh	GCS-SIGAL	703-638-0025	rwalsh@gcs-sigal.com
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13	Alejandro Belnija	SAN JOSE CONSULTACION	202-699-9797	alejandro.belnija@sanjose.us.net
14	Ashmit Sanil	Consigli	202-843-2191	asanil@consigli.com
15	Dilan Mack	Modulus	240-643-3129	dmack@moduluscompany.com
16	C&P 1			
17	C&P 2			
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**GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES**



EXHIBIT 2

**DISTRICT OF COLUMBIA ARCHIVES SPECIAL PROJECT
REQUIREMENTS PERTAINING TO TURNOVER OF
COLLECTIONS-CONTAINING SPACES**

Government of the District of Columbia
DC Department of General Services
DC Office of the Secretary
DC Office of Public Records

DATE: August 31, 2023

RE: **District of Columbia Archives**
Special Project Requirements Pertaining to Turnover of Collections-Containing Spaces

This document summarizes special project requirements that the A/E will be including in the Specifications for the above referenced project and is provided for the purpose of assisting those responsible for establishing the cost and schedule of the Work.

In addition to the general requirements that are typically specified for projects administered by the District of Columbia Department of General Services (DGS), and until such time as the final Construction Documents are available, all parties involved in the project's implementation are advised that the following special requirements also apply:

General: Time must be allotted for the building materials and finishes to dry or cure and for the HVAC systems to be tested and proven to be performing as designed through a documented and verified trending process before collections move into the building. This allows the internal environmental conditions to stabilize and vapors from off-gassing to be removed.

1. As a procedure that is included and scheduled as part of the commissioning process, continuously operate HVAC systems serving collections-containing spaces in purge or exhaust mode during the acclimatization period to reduce the level of pollutants.
2. After fulfilling requirements for establishing date of Substantial Completion, and prior to moving any collections into the building, all air filters shall be replaced. This requirement will be in addition to other requirements for replacement of system filters utilized during the construction phase of the project.

Enhanced Commissioning Requirements – HVAC Trending: In addition to the submittal requirements commonly specified in Section 019100 for General Commissioning Requirements (i.e., Start-up List/Schedule, Subcontractor Testing List/Schedule, Start-up Reports, Subcontractor's Test Reports, System Readiness Checklists, Functional Performance Testing Schedule), the following other data collection and reporting requirements shall apply:

1. Submittals Prior to Substantial Completion: After the completion of Functional Performance Testing, the Contractor shall submit building automation system trending data of required control points as defined by the functional performance tests generated by the CxA and approved by DGS.
 - Trending data shall be setup in 5-to-15-minute intervals over a 30-day consecutive period and provided in Microsoft Excel format.

- The data shall be submitted weekly in 7-day increments for interim review by DGS and the CxA.
 - Any and all data outside of space temperature and humidity requirements must be documented and cause determined and noted on the incremental and final submissions.
 - In the event that stable operation cannot be demonstrated, DGS or the CxA can request an additional 30 days of trending data.
2. Construction Schedule: The Construction Manager at Risk (CMaR) shall solicit and incorporate input from the subcontractors and installers into the Project Schedule with regards to timing and duration of the special commissioning requirements pertaining to the trending documentation, review and approval process.

Pest Control: The Contractor shall maintain the Project site in a clean and sanitary condition that is free at all times of all rodents and insects by means of a pest control plan. In support of this requirement, the Contractor shall engage a professional pest-control service to prepare the pest control plan and recommend practices to minimize attraction and harboring of rodents and insects and to perform extermination and control procedures at regular intervals.

In addition to the above and the commonly specified requirements in Section 015000 for Temporary Facilities and Controls, the following other special Pest Control requirements shall apply:

1. As a condition of Substantial Completion, and prior to turning over the collections-containing spaces for use by DGS, inspect entire building for pests. Remove all traces of pests and their residues before moving in collections.

Final Cleaning: In addition to the final cleaning requirements commonly specified in Section 017700 for Closeout Procedures, the following other special Final Cleaning requirements shall apply:

1. All floors, walls, and shelving rails should be dry-vacuumed using HEPA vacuums.
2. All shelving and map case drawers should be wiped clean with damp microfiber cloths using water only, and allowed to completely dry.
3. Damp mop floor with water to remove moving-in dirt. Use "Cleanroom Mops" such as woven polyester, which limit shedding or tearing during cleaning. Examples of "Cleanroom Mops" include:
 - https://www.uline.com/BL_2378/Uline-Cleanroom-Mop?pricode=WB6170&AdKeyword=cleanroom%20mops&AdMatchtype=e&gclid=CjwKCAiA5JnuBRA-EiwA-0ggPUkHjrs-YJPOdXtgj_Gb7nYQ7CVObTYrgDxbFDkRUQpyjyvAmwCwFBoCH3wQAvD_BwE
 - <https://www.berkshire.com/shop/cleanroom-mops-clean-room-cleaning.html>

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