

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



Request for Proposals
STORM WATER MANAGEMENT SERVICES
DCAM-18-NC-0025
Addendum No. 2
Issued: February 14, 2018

This Addendum No. 2 is issued by DGS on February 13, 2018. Except as modified herein, the Request for Proposals (RFP) remains unmodified and is hereby published on the DGS website.

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| Item No. 1 | QUESTIONS & ANSWERS |
| Add/Incorporate: | Exhibit A to Addendum No. 2 – The District’s response to Potential Offeror’s questions |
| Item No. 2 | PRICE SCHEDULE |
| Delete in its Entirety: | Attachment J.2 - Price Schedule Price Proposal Form |
| Replace with: | Exhibit B – Attachment J.2 - Price Schedule Price Proposal Form (REVISED 02/14/2018) |
| Item No. 3 | DEFINITIONS |
| Add/Incorporate: | C.1.31 Portfolio Maintenance Program refers to a recommended maintenance program for any property within the DGS portfolio. |
| Item No. 4 | PAST PERFORMANCE EVALUATION FORMS |
| Delete in its Entirety: | Section L.2.2.1 (iii) |
| Replace with: | Section L.2.2.1 (iii) Past Performance Evaluation Forms provided by Contractor’s past clients (Attachment J.10). A minimum of three (3) Past Performance Evaluation Forms shall be submitted with the Offeror’s technical proposal for each project as a Prime or Sub contractor. |

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Item No. 5

KEY PERSONNEL

Delete in its Entirety:

C.3.4 Key Personnel

Replace with:

C.3.4 Key Personnel

The Contractor's personnel should have the necessary experience and licenses to perform the required work. Key personnel shall include, at a minimum, the following individuals: (i) Principal; (ii) Project Manager(s); (iii) Program Manager(s); and (iv) GIS Technician(s). The Principal should be a senior member of the Offeror's management team who has the authority and responsibility for ensuring that the Contractor's responsibilities are properly discharged. The Contractor will not be permitted to reassign any of the key personnel unless the Department approves the proposed reassignment and the proposed replacement. The Contractor shall designate two Key Personnel to be available to communicate with the Department by telephone and email twenty-four (24) hours a day, seven (7) days a week over the course of the contract.

Item No. 6

RELEVANT EXPERIENCE OF KEY PERSONNEL

Delete in its Entirety:

L.2.2.2 Relevant Experience of Key Personnel

Replace with:

L.2.2.2 Relevant Experience of Key Personnel

The Department desires that key personnel who have experience in completing projects on-time and on-budget be assigned to projects. Given that the assigned Contractor will be responsible for managing the assigned project(s) from beginning to end, the Offeror should include within its proposal resumes of key personnel that will be assigned to this Project. At a minimum, this should include the Principal, Program Manager(s), GIS Technician(s), Project Manager(s), and the Project Supervisor(s) who will supervise the work, and the field technicians who will oversee the work in the field. The Offeror should also indicate the percentage of each such person's time that will be devoted to this Project. Absent death, disability or separation from the Offeror's employment, the Offeror will not be allowed to reassign any of the key personnel. The availability and experience of the roster of individuals available to be assigned to this project will be evaluated as part of this element.

- i. Identification of the single point of contact for the Offeror.
- ii. Organizational chart illustrating reporting lines, and names and titles for key participants proposed by the team.

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- iii. Resumes for each key participant on the team that will be available for this project, including definition of that person's role, relevant project experience, and current workload over the next two years.
- iv. Experience that the key team members have worked together.

Item No. 7

LABOR CATEGORY

Delete in its Entirety:

B.7 Labor Category Expectations and Attachment J.1 Minimum Labor Qualifications

Replace with:

Exhibit C – Labor Category Expectations (REVISED 02/14/2018)

Item No. 8

REPORTING

Delete in its Entirety:

C.2.2.1 Reporting

Replace with:

C.2.2.1 Reporting: Upon completing its periodic or additional maintenance and inspections of BMPs, the Contractor shall provide DGS the following information via uploading to a specified DGS storm-water database or emails to the COTR (i) fully completed DOEE maintenance inspection checklist and Maintenance Service Completion Inspection form applicable to the BMP, (ii) written report of all maintenance and minor repair activities of each BMP, including the date performed and (iii) before and after photos of each BMP. Each such deliverable shall be due within twenty-four (24) hours following the completion of inspections. The report shall detail the maintenance related services performed, list repairs or replacements recommended (“MS Repairs”), and state the condition of such BMP.

Item No. 9

DUE DATE

Delete in its Entirety:

Proposal Due Date

Replace with:

Proposal Due Date: Tuesday February 27, 2018 by 2:00 p.m. EST

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Item No. 10

ACKNOWLEDGMENT OF AMENDMENTS

Delete in its Entirety:

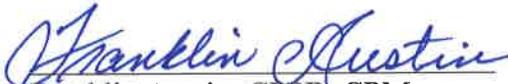
L.15 Acknowledgment of Amendments

Replace with:

L.15 Acknowledgment of Amendments

The offeror shall acknowledge receipt of any amendment to this solicitation (a) by signing and returning the amendment; or (b) by letter, telegram or e-mail from an authorized negotiator. The District must receive the acknowledgment by the date and time specified for receipt of proposals. An offeror's failure to acknowledge an amendment may result in rejection of its offer.

All other terms and conditions remain unchanged.


Franklin Austin, CPPB, CPM
Contracting Officer


Date

- End of Addendum No. 2 -