

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

**HVAC TECHNICIAN SERVICES
SBE SET ASIDE**

Solicitation #: DCAM-16-NC-0035

**Amendment No. 1
Issued: October 28, 2015**

This Amendment Number 01 is issued by e-mail on October 28, 2015. Except as modified hereby, the Request for Proposals (“RFP”) remains unmodified.

Item #1

Sign-In Sheet: A copy of the sign-in sheet from the preproposal conference is attached.

Item #2

Meeting Minutes: The meeting minutes from the preproposal conference are attached.

Item #3

The bid date remains unchanged. Proposals are due by **November 6, 2015 at 2:00 pm EST.** Proposals that are hand-delivered should be delivered to the attention of: Alicia Norris, Contract Specialist, at **Frank D. Reeves Center, 2000 14th Street, NW, 8th floor, Washington, DC 20009.**

- End of Amendment No. 1 -

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



IF YOU HAVEN'T JOINED OUR CONSTANT CONTACT EMAIL DISTRIBUTION LIST, PLEASE CHECK "NO" BELOW AND WE WILL SEND YOU AN EMAIL INVITATION TO JOIN

HVAC TECHNICIAN SERVICES
SBE SET-ASIDE

Solicitation #: DCAM-16-NC-0035
Preproposal Conference
October 27, 2015

Sign-in Sheet

- Name: Juanita Hardy Phone: _____
Company: Service Max
Email Address: Juanita Hardy@msn.com
Have you registered for the Constant Contact E-Mailing List? YES NO
Is your company a certified business enterprise? YES NO
Type of services performed: HVAC
Interested in bidding as a prime or a subcontractor? ~~both~~ considering both
- Name: LEWIS KELLEY Phone: 202 591 8751
Company: NSC
Email Address: LKELLEY@NSCINCI.COM
Have you registered for the Constant Contact E-Mailing List? YES NO
Is your company a certified business enterprise? YES NO
Type of services performed: CONSTRUCTION, HVAC
Interested in bidding as a prime or a subcontractor? PRIME
- Name: EDWARD F CLAY Phone: 203 895 2980
Company: PARAMOUNT MECH
Email Address: ectay@paramount-mech.com
Have you registered for the Constant Contact E-Mailing List? YES NO
Is your company a certified business enterprise? YES NO
Type of services performed: HVAC
Interested in bidding as a prime or a subcontractor? BOTH.
- Name: _____ Phone: _____
Company: _____
Email Address: _____
Have you registered for the Constant Contact E-Mailing List? YES NO
Is your company a certified business enterprise? YES NO
Type of services performed: _____
Interested in bidding as a prime or a subcontractor? _____

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Solicitation #: DCAM-16-NC-0035
Preproposal Conference
October 27, 2015

Sign-in Sheet

1. Name: JUAN BALVE Phone: 571-364-3964
Company: PARAMOUNT MECHANICAL
Email Address: JBALVE@PARAMOUNT-MECH.COM
Have you registered for the Constant Contact E-Mailing List? YES NO
Is your company a certified business enterprise? YES NO
Type of services performed: HVAC
Interested in bidding as a prime or a subcontractor? PRIME
2. Name: KURT BOYD Phone: 202-291-2367
Company: SERVICE MAX INC
Email Address: KURTBOYD@SERVICEMAXINC.NEJ
Have you registered for the Constant Contact E-Mailing List? YES NO
Is your company a certified business enterprise? YES NO
Type of services performed: MECHANICAL CONTRACTOR
Interested in bidding as a prime or a subcontractor? PRIME
3. Name: SASI Phone: 202-636-1041
Company: Hergee Corporation
Email Address: smehon@hergee Corporation.com
Have you registered for the Constant Contact E-Mailing List? YES NO
Is your company a certified business enterprise? YES NO
Type of services performed: HVAC
Interested in bidding as a prime or a subcontractor? yes
4. Name: _____ Phone: _____
Company: _____
Email Address: _____
Have you registered for the Constant Contact E-Mailing List? YES NO
Is your company a certified business enterprise? YES NO
Type of services performed: _____
Interested in bidding as a prime or a subcontractor? _____

ServiceMax Inc.

Construction Services

Kurt Boyd

President

KurtBoyd@servicemaxinc.net

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Washington, DC 20009

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202-291-2368

www.Servicemaxinc.net

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Vice President

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



**HVAC TECHNICIAN SERVICES
SBE SET-ASIDE
Solicitation #: DCAM-16-NC-0035
Preproposal Conference Meeting Minutes
October 27, 2015**

1. A non-mandatory preproposal meeting was held on October 27, 2015 at 10:30 a.m.
2. Introductions were made and an overview of the procurement process was presented.
 - a. Contractors must be certified by the Department of Small and Local Business in order to bid on this project. Reciprocal certifications will not count.
 - b. The Department plans to award up to three contracts, with anticipated business volume of approximately \$750,000 per contract.
 - c. Business cards and sign-in sheet will be issued by amendment.
 - d. The Form of Contract will be issued by amendment. Please review the business terms included in the contract; this is the contract the Department expects the contractor to sign.
 - e. The proposal should be submitted relative to the RFP, any amendments thereto, and the Form of Contract.
 - f. The contract will be for a one-year base term plus two possible option years.
 - g. The cost submitted by the Offerors should be fully loaded hourly rates (include truck, small tools, spare parts) (standard and overtime), plus material mark-up percentage.
3. A description of the project was presented.
 - a. Contractors will provide HVAC technician services at various District of Columbia public schools, parks and recreation facilities, and certain other municipal facilities (city-wide).
 - b. Contractor must be available to handle service calls around the clock, with 3-4 full time technicians.
4. Economic Inclusion requirements were reviewed.
 - a. Contractors must perform at least 35% of the work with their own forces. If they subcontract, at least 35% of the subcontracted work must be performed by CBEs. In order to count toward the subcontracting goals, the entity performing the work must self-perform at least 35% of the work (pass through entities do not count).
 - b. The Service Contract Act and The Living Wage Act are applicable.
 - c. There is a District workforce utilization goal, and contractors should try to maximize their use of District residents on this project.
5. Questions and Answers
 - a. Anticipated award date? Approximately 6 weeks after bids received.

- b. How many full-time service technicians? We anticipate 3-4 full-time technicians will be needed per contract.
 - c. Are Offerors precluded from bidding on both this RFP and the open-market solicitation? No.
 - d. What is the low end of the expected business volume? The Department anticipates that the total business volume per contract will be about \$750,000.
6. The Department concluded by stating that several amendments will be issued in the upcoming days and encouraged Offerors to sign-in before leaving.