

DCAM-20-NC-RFP-0007
 Third Party Quality Assurance Services
 Questions About the Solicitation
 Amendment 3 Attachment 1

No.	Question	Response
1	For category 3, the RFP indicates that all reviewers must be certified by DCRA, with certifications furnished within 5 days of contract execution. (page 20) The DC TPP manual indicates that applications for new agencies will only be considered from January 1st to March 1st of each calendar year. (page 5) This would appear to restrict this opportunity to only those 14 firms currently on DCRA's list. Is this the intention, or are there acceptable means for firms to demonstrate an equivalent level of experience and/or qualification?	Firms must be on DCRA approved 3rd Party List at the time of Bid submitted.
2	Is the Tax Affidavit only required for businesses headquartered in the District? If based in Virginia, do we need to complete it as well?	No.
2a	If based in Virginia, do we need to complete it as well?	Yes.
3	As a Virginia-based firm, do we need a District business license? If so, can we still submit a proposal while the application is in process?	Yes.
4	Will task orders issued under this IDIQ contract be provided with detailed scopes of work that include measurable proposal evaluation criteria? For example, what is the minimum equipment sampling rates for repetitive equipment like terminal units, lighting controls, and the frequency of site observation visits and commissioning progress meetings?	Yes. Please see Section H.11 (d) of the solicitation.
5	Will there be a list of specific deliverables issued for each task order?	Yes.
6	Will Retro-Commissioning or Recommissioning be part of this IQID contract?	Yes.

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7	Will energy services and energy audits be part of this IDIQ?	Yes.
8	LEED V4 has an option for Building Envelope/Enclosure Commissioning. Will this IDIQ include Building Envelope/Enclosure Commissioning services as a requirement?	Yes.
9	Will the IDIQ contract include any requirement to utilize commissioning software during the commissioning process? We have a commissioning software that could be used to standardize the commissioning process and commissioning deliverables. The software has the ability to provide real time status updates and serves as a tool that enables the commissioning team members to work simultaneously.	The District encourages the use of technology. However, the current requirements as described in the RFP do not require a Commissioning software.
10	We're not sure we clearly understand the 'price criterion' if we're being asked to submit a price schedule as opposed to a full-blown price proposal?	Please see Section L.2.3.2.
10a	Can you please clarify if for Volume 2, we only need to submit attachment J.12 per category and how that ties into the evaluation criteria?	Please see Section L.2 .3.2 and M.3.2. The Offeror's Category Total as provided in Attachment J.12 will be used to determine the Price Score.
11	For the technical proposal, under 'key personnel', is there a limit to the number of resumes/staff we should be proposing for each category?	No. Please however see Section L.9 of the RFP.
12	Similarly, is there a page-limit for the four detailed project descriptions?	No. Please however see Section L.9 of the RFP.
13	Are we required to include a formal organizational chart under 'Key Personnel & Organization' section?	No. Please see Section L.2.3.1.3 of the RFP.
14	Regarding the format, do we use our own customized format/template for the various section? What font style/font size should we use? (We normally use Arial, 10-11 pt. font.)	Please see Section L.2.3 of the RFP.
15	Related to the above, is there a general page limit for the entire technical proposal submission?	No. Please however see Section L.9 of the RFP.
15a	Is there a page-limit to the Tech Approach section?	No. Please however see Section L.9 of the RFP.

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16	Can you please advise as to the date/time and location where the pre-proposal conference will take place?	Please see Amendment 1 to the RFP.
17	Will you be extending the due date of the final submission?	No. The due date for proposals remains December 10, 2019.
18	L.2.3.1.1 (b) mentions a minimum of three (3) past performance evaluations are to be provided. Can the same three past performance evaluations be used for each category submitted on, if submitting under multiple categories?	Please see Amendment 3, Item 2.
19	The price sheet for Category 2 and 5 is limited to only hourly rates and is different than the current IDIQ rate sheet which included other tests, etc. that are not hourly. Will the rate sheet be updated to include per laboratory testing services and things of that nature? I presume the answer to this and other questions potential bidders have will be posted via addendum 3 next week?	No, the Rate Sheet will not change. However, Requests for Task Order Proposals will require unit prices as applicable in the formation of Task Orders. Please also see Section H.11 (d) of the solicitation. In addition, all prices must be determined fair and reasonable prior to Task Order award.