

No.	RFP Reference	Question	Response
1	Executive Summary	Is the stated \$42,000,000 funding limitation for total project cost or construction cost alone?	Construction Costs. Please see Amendment No. 4, Item Number 2.
2	Executive Summary	If the \$42,000,000 represents total project cost, then what is the construction cost limitation?	See response to Question 1.
3	Executive Summary	What is the intent of exploration of the NREL Net Zero Guidelines? Please clarify which NREL document(s) are to be considered.	Please see Amendment No. 4, Item No. 4 .
4	Executive Summary	The A/E is required to file DOEE Green Roof Grant.	
4a		Does this refer to the DOEE green roof subsidy (limited to \$20,000)?	The program is the RiverSmart Rooftop Green Roof Rebate Program.
4b		If not, is the grant under the Green Building Fund Grant Program? If yes, please clarify the specific grant.	Please see response to Question 4a.
4c		What are the responsibilities beyond preparing and filing the credit: tracking, responding to questions, other?	The A/E shall be responsible for preparing, submitting and obtaining rebate.
5	Executive Summary	What level of BIM development is required: 100, 200, 300, etc.	300. Please see Amendment No. 4, Item No. 3.
6	Executive Summary, B2, B.3, and D.4.4	Please clarify expected phasing requirements.	Phasing requirements refers to the out-of-sequence development of construction documents for the purpose of procuring early packages by the Contractor. For example, foundation to grade bid documents or demolition and abatement documents might be required before the A/E delivers 100% Construction Documents.
6a		Will the project be occupied during construction (multiple uses) during some or all of the construction phase?	No. It is not anticipated the project will be occupied during the construction phase.
6b		Is phasing focused on funding? If so, please clarify schedule and amounts of funding tranches.	Please see the response to Question 6.
7	A.6	We fully understand the need for aggressive schedules for A/E drawings for all phases. Will there will be additional time allotted (revised) in the published schedule requirements if there is slippage on any of the drawing set reviews or approvals timeframes by Owner.	Project delays are reviewed as described in the Form of Contract, Attachment F. Attachment F to be provided.

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8	A.7	Please provide the remaining attachments not posted on the DGS website:	Please see DGS web site https://dgs.dc.gov/sites/default/files/dc/sites/dgs/publication/attachments/DCAM-18-AE-0124%20Attachments%20C-%20N.pdf for Attachments C, D, E, H, I, J, K, L, and M. Attachment G is provided as Attachment A to Amendment No. 4. Attachments F and N will be provided.
9	A.7	Will it be possible to release Attachment F and G with a minimum of a one week time period for the teams to properly review prior to submitting the proposal? Also, it would be helpful to include a period for questions in that time period.	Attachment G has been provided as Attachment A to Amendment No. 4. Amendment F will be provided.
10	A.7	Question regarding format of provided Attachments. Is it possible to provide the Attachments C, D, E, H, I as "saved" pdfs generated directly from the originating program in lieu of scanned image pdf files that have been currently provided?	Please see Amendment No. 4, Item No. 6c.
11	A.7	Attachment C is mentioned in the RFP, however it was not included. Please provide Attachment C.	Attachment C, Offer Letter has been revised. Please see Amendment No. 4, Item No. 6b.
12	A.7	How should CA fees not associated with (5) key identified individuals, be provided? Should an hourly rate table for each consultant be provided?	Yes, only if required.
13	B.1	Please confirm if DGS will retain any consultants directly including: AV/IT/Security, Hazardous, Geotechnical, Food Service, Traffic, Dry Utilities etc. If no, confirm that fees to cover all services should be included in A/E	A/E. Please see Section B.1 of the RFP.
14	B.1	Will the geotechnical engineer be under contract to with the A/E or Owner?	A/E. Please see Section B.1 of the RFP.
15	B.1.2g	Per page 6, letter g of the RFP, it states: "survey existing facility to confirm locations and types of hazardous materials to be abated, or mitigated." Our insurance will not allow us to handle or advise on abatement. Can DGS / DCPS control hazardous materials?	Please see Sections B.2.1g, B.2.2g, and B.5.2e of the RFP.
16	B.7.2	Section B.7.2 Indicates that the A/E is to attend weekly progress meetings and the A/E firms' site visits are included in the Design Fees. Please clarify if site visits will be provided on an hourly basis along with other Construction Administration services as noted in section A.3.	Please see Section B.7.2a og the RFP which states "....A/Es site visits are included in the Design Fees.
17	B.7.2.1f	Who will provide as-built drawings? Contractor and architect to review/confirm? Or architect to provide? Some discrepancy between B.7.2.g and B.7.2.1	The A/E. Please see Section B.7.2.1 of the RFP.
18	B.8	Please define the roles for Design Principal, Project Architect, and Project Designer described as key personnel in the RFP on page 12.	The specific roles and resonsibilities is the decision of the Offeror. The Offeror shall however clearly descibe the roles and responsibilitis of Key Personnel as required in Section D.3.3.2 as revised (See Amendment No. 4, Items No. 9 and 10).

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19	C.2.1.3	Question regarding C.2.1.3 - 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 C.2.1.1 and C.2.1.2. Please confirm that an offeror that is certified small local or disadvantaged does NOT need to comply with the 35% SMALL business participation.	Yes. Please also see Section C.2.1.4 of the RFP.
20	C.2.1.4	Please explain relationship of these exclusions with C.2.1.4	Please see C.2.1.4 which states in part a prime contractor that is a CBE and has been granted a proposal preference pursuant to D.C. Official Code § 2-218.43, or is selected through a set-aside program, shall perform at least 35% of the contracting effort with its own organization and resources and, if it subcontracts, 35% of the subcontracting effort shall be with CBEs. A CBE prime contractor that performs less than 35% of the contracting effort shall be subject to enforcement actions under
21	C.2.1.4	Except as provided in C.2.1.5 and C.2.1.6, a prime contractor that is a CBE and has been granted a proposal preference pursuant to D.C. Official Code § 2-218.43, or is selected through a set-aside program, shall perform at least 35% of the contracting effort with its own organization and resources and, if it subcontracts, 35% of the subcontracting effort shall be with CBEs. A CBE prime contractor that performs less than 35% of the contracting effort	Yes. Please see Section C.2.1.4 of the RFP.
22	C.2.1.8	Question regarding SBE Subcontracting Plan - Page 1 of form asks for point of contact for agency contract	Page 1 of the SBE Subcontracting Plan requests the Company's (Offeror) contact for agency contracts or private project.
23	C.2.1.8	Please confirm that an offeror who is a certified CBE and meets the requirements of C.2.2, C.2.1.3 and C.2.1.4 does NOT need to complete and submit Attachment I SBE Subcontracting Plan.	No. First, Section C.2.2 of the RFP has been deleted. Attachment I, SBE Subcontracting Plan, should be submitted with the offeror's Fee Proposal as described in Amendment No. 4, Item 10. The Offeror would indicate on page 1 the extent of the Offeror's Subcontracting requirements.
24	C.2.2	On page 19, under Section C.2.2 A/E as SBE or CBE, the RFP states, "An A/E firm which is certified as a small, local or disadvantaged business enterprise shall not be required to comply with the provisions of Section C.2." As we understand it, if a prime firm is certified as a CBE with the Department of Small and Local Business Development, it is not required to meet the participation goals set forth on page 16, under Section C.2 LSDBE Participation. Is this interpretation correct?	Section C.2.2 of the RFP has been deleted. Please see Amendment No. 4, Item 8.
25	C.2.2	Please clarify C.2.2: Is it correct that "an A/E firm which is certified as a small, local or disadvantaged business enterprise shall not be required to comply with the provisions of Section C.2" means that overall team is not required to meet the 50%/35%/20% distribution requirements.	Section C.2.2 of the RFP has been deleted. Please see Amendment No. 4, Items No. 8, 9 and 10.
26	C.2.2	Section C.2.2 of the RFP states: "an AE firm which is certified as small, local, or disadvantaged business enterprise shall not be required to comply with the provisions of section C.2." Can DGS confirm that LBE's are not required to submit SBE subcontracting plans?	Section C.2.2 of the RFP has been deleted. Please see Amendment No. 4, Item 8.

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27	C.2.2	To ensure that CBE certified Small and Disadvantaged Businesses are not locked out of significant contracting opportunities, would DGS consider replacing clause C.2.2. with the Suggested Modification	Section C.2.2 of the RFP has been deleted. Please see Amendment No. 4, Item 8.
28	C.2.2	C2.2 A/E as SBE or CBE An A/E firm which is certified as a small, local, or disadvantaged business enterprise shall not be required to comply with the provisions of Section C.2. Please advise if the above statement means that 1.) Per C2.2, an offeror who is CBE certified small or local or disadvantaged does NOT need to comply with C.2 LSDBE Participation. OR 2.) Per C2.2, an offeror who is CBE certified small or local or disadvantaged does NOT need to comply with the entire C.2 section including C.2 LSDBE Participation, C.2.1 Mandatory Subcontracting Plan and Requirements, C.2.1.1, C.2.1.2, C.2.1.3, C.2.1.4, C.2.1.5, C.2.1.6, C.2.1.7, C.2.1.8 Subcontracting Plan, C.2.1.9 Copies of Subcontracts, C.2.1.10 Subcontracting Plan Compliance Reporting, C.2.1.10.1, C.2.1.10.2, C.2.1.11 Annual Meetings, C.2.1.12 DSLBD Notices, C.2.1.13 Enforcement and Penalties for Breach of Subcontracting Plan, C.2.1.13.1, C.2.1.13.2, C.2.1.14, C.2.1.15, C.2.1.13.1, C.2.1.13.2, C.2.1.14, C.2.1.15,	Section C.2.2 of the RFP has been deleted. Please see Amendment No. 4, Item 8.
29	C.2.1.4	Please confirm that an offeror that is certified small, local or disadvantaged must perform a minimum of 35% of the work AND a minimum of 35% of any subcontractors shall be subject to enforcement actions under D.C. Official Code § 2-218.63. must be CBE without having to meet specified percentages for small or disadvantaged.	Yes. Please see Section C.2.1.4 of the RFP.
30	C.2.1.8	Question regarding SBE Subcontracting Plan - Page 1 of form asks for point of contact for agency contract	Page 1 of the SBE Subcontracting Plan requests the Company's (Offeror) contact for agency contracts or private project.
31	C.2.1.8	Please confirm that an offeror who is a certified CBE and meets the requirements of C.2.2, C.2.1.3 and C2.1.4 does NOT need to complete and submit Attachment I SBE Subcontracting Plan.	No. First Section C.2.2 of the RFP has been deleted. Attachment I, SBE Subcontracting Plan, should be submitted with the offeror's Fee Proposal as described in Amendment 4, Item 10. The Offeror would indicate on page 1 the extent of the Offeror's Subcontracting requirements.
32	C.3	Questions regarding Revised First Source Employment Plan	
32a		We understand that we need to complete the First Source Employment Agreement for Non Construction Contracts. However, a second form was included under this attachment heading, Revised First Source Employment Plan. This form appears to be more appropriate for the CMAR. Is this second form required for this submission?	Yes.
32b		If this second form is required in this submission: Please provide information required under the Government-Assisted Project/ Contract	The Employment Plan is required for all agreements and subcontracts \$300,000.00.
		District Contracting Agency	Department of General Services
		Contracting Officer	George Lewis

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		Telephone Number	727-2800
		Total Contract Amount	To Be Determined
		Employer Contract Amount	To Be Determined
		Project Name	A/E Services Modrnization John Eaton Elementary School
		Project Address	3301 Lowell Street, NW
		City, State and Zip Code	Washington, DC 20008
		Project Description of Work	A/E Services Modrnization John Eaton Elementary School
		Project Start Date Project End Date	To Be Determined To Be Determined
		Employer Start Date Employer End Date	To Be Determined To Be Determined
32c		Is a form required for each team member regardless of anticipated contract amount or just for contracts over specified amount?	First Source Agreements and Employment Plans are required for all contracts, agreements, sub contract agreements with a dollar value of \$300,000.
32d		We noticed that a justification page is provided if no new hires are anticipated. If no new hires are anticipated, are sections II, III, IV, V, VI, VII, VIII, IX and X also not required?	The First Source Employment Agreement and Employment Plans are required for all contracts and agreements with a value of \$300,000 or more.
32e		Is a Current Employee Form required from each team member regardless of anticipated contract amount or just for contracts over specified amount?	The First Source Employment Agreement and Employment Plans are required for all contracts and agreements including subcontractor agreements with a value of \$300,000 or more.
33	D.4.3	D.4.3 page 23/36 in RFP it says Capacity – A/E Team and Team Members Key Personnel (15 Points) plus the wording that we should include the “analysis” for firm capacity as well as individual Key Personnel.	Please see Amendment No. 4, Item 9, Section D.3.3 as revised.
34	D.4.4	Question regarding Phasing - The RFP Project Schedule, the description of Concept Design, and the description of the Design Approach contain references to phasing. However, neither the RFP nor the feasibility study include any descriptions of phasing. What type of phasing is contemplated for this site/project?	Please see response to Question 6.
35	E.3	Please confirm that the due date for the proposal is October 15th at 2:00 as stated in the RFP and not the 10:00 time listed on the website.	Please see Section E.3. In addition, the information on the web site has been corrected.
36	E.4	The RFP states two different point systems for each response section in the proposal. Can DGS clarify the point system?	Please see Amendment No. 4, Items 9 and 10.
37	E.4.1.3	On page 26 of the RFP, section E.4.1.3 states to list all projects that the A/E team has worked on in the last 5 years similar to this project. May the time frame be extended to be similar projects within the past 10 years? Extending the time frame would give us and other small businesses a better opportunity to showcase relevant project examples.	Please see Amendment No. 4, Items 9.
38	E.4.1.3b	Section E4.1.3.b asks for a maximum of 10 projects....and then asks for 3 min. projects from the lead architect plus 2 min from each team members. Are these separate projects (10 + 3 + 2 + 2, etc) or do the lead architect and consultant projects make up the 10 projects?	Please see Amendment No. 4, Item 9.

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39	E.4.1.3c	The Offeror shall ensure that a minimum of three (3) Past Performance Evaluation forms (Attachment L), are completed and submitted on behalf of the A/E and a minimum of two (2) Past Performance Evaluation forms for each team member directly to the Department's POC stated on page 1 and Section F.1 by the due date for Proposals as specified in Section E.3	Please see Amendment No. 4, Item 9.
40	E.4.1.3b	On page 26, under Section E.4.1.3b, the RFP states, "The Offeror shall also provide at a minimum two (2) projects to highlight each team member's past performance, previous and specialized experience relevant to this project." Is it permissible to include one or two projects for key personnel from a previous firm if the project is directly relevant to this project?	Please see Amendment No. 4, Item 9.
41	E.4.1.3c	On page 27, under Section E.4.1.3c, the RFP states two past performance evaluation forms should be completed for each team member. Does each team member imply key personnel, as defined on page 12 of the RFP, or does it imply each and every person proposed on the team? Please provide clarification.	Please see Amendment No. 4, Item 9.
42	E.4.1.3c	In regards to the Past Performance Evaluations forms, can you clarify whether the forms (2 minimum as stated in the RFP) for team members need to be sent for each person we include a resume for (prime and consultants) or if we need to get 2 per consultant (firm) we include?	Please see Amendment No. 4, Item 9.
43	E.4.1.3c	Is it required that past performance evaluation forms be submitted for every resume and consultant listed in the proposal, or only the lead design firm?	Please see Amendment No. 4, Item 9.
44	E.4.1.3c	Question: Please Confirm/Clarify if these Past Performance Evaluation forms provided in your Attachment L are required for:	
44a		a) A/E Firm Key Personnel (only) - 3 forms for A/E Principal-in-Charge and 2 each for all additional A/E firm personnel in our firm on Team ?** This question was asked in the pre-proposal meeting and the verbal response given was that 2 (not 3) Evaluation forms are needed and only for the Principal Architect(s) submitting. Please clarify. Additional sub-questions below just to make sure we're 100% clear – thank you!	Please see Amendment No. 4, Items 9 and 10.
44b		b) A/E + additional Key A/E Team Personnel (Engineering Team Personnel etc) as listed in Section D.4.2 (page 23 of RFP) ?	Please see Amendment No. 4, Items 9 and 10.
44c		c) ALL Consultants and Subconsultants included as "Members of A/E TEAM" for this submission in total ?	Yes. Please see Amendment No. 4, Items 9 and 10.
45	E.4.1.3c	page 27, paragraph C is the section on past performance forms, can you please confirm the forms are for the prime A/E submitting only? If DGS would like 2 from each of the team member and a team has about 5 team members you can expect at least 10 forms per team.	No. Please see Amendment No. 4, Items 9 and 10.

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46	F.3	Last day for questions is listed as Saturday Sept 29. Is that correct or is it Friday September 28?	The last day to submit questions about the RFP was September 28, 2017. Please see Amendment No. 2, Item 1.
47	G	Question regarding Insurance Coverage: - Was there a particular incident on a DGS project that precipitated the significant increase to the insurance requirements?	No. Our requirements have not changed.
48	G	Is this full list of insurance required for A/E and (major) Engineering Firms (e.g., MEP/Civil/Structural), or is it "Required" for ALL participating Consultants and Subconsultants regardless of scope or type of proposed work performed?	Yes. The insurance requirements are for the prime/general contractor. Sub are also required to carry the same insurance requirements, unless the prime/general contractor has completed a form listing all subs and their individual responsibilities. The form will be reviewed by ORM and applicable adjustments will be made.
49	G.1	12. G.1 General Requirements - This paragraph requires that all of our subcontractors carry the same insurance as the prime. This is not practical for many of our consultants, especially the smaller ones with reduced scope. Can this requirement be refined to apply to the subconsultants with a fee above a certain amount?	Yes. See answer for question 45.
50	G.2.5	Please confirm if this is a requirement for our Consultants and Subconsultants whose scope of work for this project has nothing whatsoever to do with this type of insurance coverage (Environmental/Pollution/HazMat) or if you will be issuing exceptions or amendments to the stated Insurance Requirements for any Consultants where this particular coverage is out of the scope of any services they will provide. The pricing for this coverage (and the others listed) may jeopardize our fees competitiveness once the insurance costs are added up for 12+ Consultants as the TOTAL insurance premium increases added into our A/E fees.	Yes. See answer for question 45.
51	G.2.6	Please confirm if this is a requirement for our Consultants and Subconsultants whose scope of work for this project has nothing whatsoever to do with this type of insurance coverage (Environmental/Pollution/HazMat) or if you will be issuing exceptions or amendments to the stated Insurance Requirements for any Consultants where this particular coverage is out of the scope of any services they will provide. The pricing for this coverage (and the others listed below) may jeopardize our fees competitiveness once the insurance costs are added up for 12+ Consultants as the TOTAL insurance premium increases added into our A/E fees.	Yes. See answer for question 45.

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52	G.2.6	Is this coverage \$\$ AMOUNT/increase required for ALL Consultants and Subconsultants regardless of size, scope, or % of involvement in this project, or will you be amending this line item? The added costs to our expert Consultants (they have received quotes from their insurance companies) to attain the required increased coverage is rather significant.	Yes. See answer for question 45.
53	G.2.8	G.2.8 Professional Liability Insurance - This paragraph states, "The Contractor warrants that any applicable retroactive date precedes the date the Contractor first performed any professional services for the Government of the District of Columbia..." Does this apply only to services in this RFP or to all services for the District of Columbia?	This specific contract.
54	G.2.9	G.2.9 Commercial Umbrella or Excess Liability - This paragraph requires umbrella to \$10,000,000 per occurrence and in the annual aggregate. This paragraph also states, "All liability coverages must be scheduled under the umbrella and/or excess policy." Does this include the Professional Liability E&O coverage and the Employment Practices Liability?	Yes. We recognize, that some umbrellas will not apply excess professional liability coverages and would suggest the purchase of excess coverage (as noted) to meet the requirements.
55	G.4	G.4 Duration - Requires all required insurance to carry listed coverage for ten years following acceptance of work. If the E&O and Employment Practices Liability coverages are required to have a for ten years? \$10,000,000 umbrella, then is it the intent that the \$10M coverage must remain in effect for ten years?	Yes.
56	Fees	Proposal calls for team to pay LEED fees. This should be included in fees or as reimbursable?	Fees. LEED fees are a cost of work to be paid by the A/E.
57	Misc.	When you say A/E and its team....do you only mean the Prime??	The A/E would be the Prime and the team members would be viewed as sub-consultants.