

Contracts & Procurement

Request for Proposal (“RFP”)

DCAM-24-NC-RFP-0007 | Property Management (PM) Services for Roosevelt Senior High School

Addendum No. 02

Issued: August 28, 2023

This Addendum No. 02 is issued by DGS on August 28, 2023. Except as modified herein, the Request for Proposal (“RFP”) remains unmodified and is hereby published on the DGS website.

Item No. 01

Pre-Proposal Conference Participant List

Add/Incorporate:

A copy of the participant list from the virtual pre-proposal conference conducted August 17, 2023, is added/incorporated herein.

Item No. 02

Pre-Proposal Conference Power Point Presentation

Add/Incorporate:

A copy of the Pre-Proposal Conference Power Point presentation is added/incorporated herein.

Item No. 03

Facility Site Visit Participant List

Add/Incorporate:

A copy of the participant list from the facility site visit conducted August 22, 2023, is added/incorporated herein.

Item No. 04

Explanation to Prospective Offerors

Add/Incorporate:

Responses to questions received through the Department's QBSP system by the submission deadline of August 22, 2023, are added/incorporated herein.

As an additional response to Q&A Question No. 04, the below hyperlink will provide access to the audit report for Roosevelt Senior High School HVAC.

[Multiple Failures in Roosevelt High School HVAC System - Office of the DC Auditor](#)

Item No. 05

Instructions, Conditions and Notices to Offerors

Delete in its entirety

Section L.2.7.3 The Offeror shall complete in their entirety the following compliance documents and submit as a complete package (**Section J**):

1. Bidder-Offeror Certification Form
2. DOES First Source Employment Agreement
3. DOES First Source Initial Employment Plan
4. DSLBD SBE Subcontracting Plan
5. EEO Employer Information Report and Mayor's Order 85-85
6. Certificate of District City-wide Clean Hands (<https://mytax.dc.gov/>)
7. Active/Current DC Business License
8. Campaign Finance Reform Contractor Self-Certification Form
9. Past Performance Evaluation Form
10. Key Personnel Form

Add/Incorporate:

Section L.2.7.3 The Offeror shall complete in their entirety the following compliance documents and submit as a complete package (**Section J**):

1. Bidder-Offeror Certification Form
2. DOES First Source Employment Agreement
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5. EEO Employer Information Report and Mayor's Order 85-85
6. Certificate of District City-wide Clean Hands (<https://mytax.dc.gov/>)
7. Active/Current DC Business License
8. Campaign Finance Reform Contractor Self-Certification Form

Item No. 06

Proposal Submission Date and Time

Delete in its entirety

Section L.4.1.4 Proposals must be submitted into the Department's QBSP system (Vendor Submission Portal Instructions – **Attachment A.10**) no later than [2:00 p.m. EST on August 31, 2023](#)

Department's QBSP Portal:

<https://octo.quickbase.com/db/bq7rujdk2?a=dbpage&pageID=2>

Solicitation ID:

DCAM-24-NC-RFP-0007

Project Name:

Property Management Services at Roosevelt Senior High School



Designated Senior Contract Specialist:

Carla Haynes

Note: Offerors may group multiple required exhibits/attachments into a single pdf and submit to (1) of the (3) file uploads (up to the maximum file sizes). Two of the uploads have a maximum file size of 100MB and the third upload has a maximum file size of 50MB. Additionally, for the avoidance of confusion and not to the contrary, there is no limit to the number of times an Offeror may access and submit documents through the Vendor Submission Portal but only documents received by the due date and time will be accepted by the Department.

Add/Incorporate:

Section L.4.1.4 Proposals must be submitted into the Department's QBSP system (Vendor Submission Portal Instructions – **Attachment A.10**) no later than **2:00 p.m. EST on Friday September 8, 2023**

Department's QBSP Portal:

<https://octo.quickbase.com/db/bq7rujdk2?a=dbpage&pageID=2>

Solicitation ID:

DCAM-24-NC-RFP-0007

Project Name:

Property Management Services at Roosevelt Senior High School

Designated Senior Contract Specialist:

Carla Haynes

Note: Offerors may group multiple required exhibits/attachments into a single pdf and submit to (1) of the (3) file uploads (up to the maximum file sizes). Two of the uploads have a maximum file size of 100MB and the third upload has a maximum file size of 50MB. Additionally, for the avoidance of confusion and not to the contrary, there is no limit to the number of times an Offeror may access and submit documents through the Vendor Submission Portal but only documents received by the due date and time will be accepted by the Department.



All other terms and conditions remain unchanged.

Domonique L. Banks
Domonique L. Banks
Contracting Officer
Supervisory, Contract Specialist

August 28, 2023
Date

~End of Addendum No. 02~

