

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



Invitation for Bids

Comprehensive Janitorial and Housekeeping Related Supplemental Services
For the Department of Human Services Facility
Located at 810 5th Street, NW Washington, DC 20001

DCAM-17-NC-0057

Addendum No. 2

Issued: March 2, 2017

This Addendum No. 2 is issued by DGS on March 2, 2017. Except as modified herein, the Invitation for Bid (IFB) remains unmodified and is hereby published on the DGS website.

Item No. 1 **Section B.2.4.1 Staffing and Shift Requirements:**

Delete: Section B.2.4.1 in its entirety.

Replace With: **B.2.4.1 Staffing and Shift Requirements**
This is a twenty-four (24)-hour operation. Services are required seven (7) days a week, twenty-four (24)-hours a day, including holidays. The Contractor shall provide staffing for three (3) shifts as per the below table:

Shift Staffing

SHIFT	SHIFT HRS	HRS	STAFFING REQUIREMENTS
1ST SHIFT	6:00 AM - 3:00 PM	9	(4) Janitorial Staff (1) Supervisor
2ND SHIFT	3:00 PM - MIDNIGHT	9	(3) Janitorial Staff (1) Supervisor
3RD SHIFT	12:00 AM - 7:00 AM	7	(1) Janitorial Staff

Item No. 2 **Section B. 11.3 Exterior Window Washing**

Delete in its entirety: **Section B.11.3.2**

Replace with: **Section B.11.3.2**
These services are only applicable to windows within reach from the ground floor.

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Item No. 3 **Section B.10 Trash, Wastebaskets & Recycling:**

Delete in its entirety all references to recycling services.

Item No. 4 **Section B.11.10 Pest & Rodent Removal**

Delete in its entirety:

Replace with: **Section B.11.10 Pest & Rodent Removal**

All trapping devices used to achieve rodent control inside the facility are monitored by a third-party Pest Control Vendor; however, the Contractor is responsible for notifying the building manager and COTR immediately after discovery of any trapped rodents.

Item No. 5 **Payments Section I.3.1**

Delete in its entirety:

EASI First time users will be prompted to register for Portal access; for assistance with the registration process, technical assistance and or additional information on the EASI Pay Portal, please contact the Portal Help Desk at (301) 563-3025.

Replace with:

First time users will be prompted to register to access the Portal. For assistance with the registration process, technical assistance and/or additional information on the EASI Pay Portal, please contact the Portal Help Desk at (301) 563-3025. Properly prepared invoices with the necessary backup shall be paid within thirty (30) days of receipt. Invoices not paid by that date shall bear interest in accordance with the Quick Payment Act.

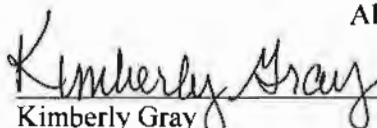
Item No. 6 **Insert Section B.8.5 Lent Removal**

The Contractor shall remove all lent from laundry room dryers and the exterior dryer vent connection.

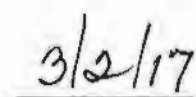
Item No. 7

Add/Incorporated: Incorporate Questions/Answers as *Exhibit A* to this Addendum No. 2.

All other terms and conditions remain unchanged.



Kimberly Gray
Sr. Contract Specialist
Goods & Services



Date

- End of Addendum No. 2 -