DCAM-17-NC-0079

Consolidated Maintenance Services for the 200 I Facility

ADDENDUM NO. 1 - EXHIBIT B

NO.	QUESTIONS	ANSWER
1	Section A - Section J lists Attachment J.12 as the Major Equipment List. However, Attachment J.12 to this RFP is Specialty Facility Cleaning Requirements. Will the Major Equipment List be supplied? Will this listing include number of units, manufacturer, model & serial numbers for each air handler mfg./CFM), packaged A/C units, fan coil units, fans (CFM) cooling towers (cells/GPM/tonnage), solar louvers, VAV, (filters or non-filter) chillers (tonnage/MFG), Split System Heat pumps, wall mounted heat pumps, boilers, pumps & energy recovery units, supply and return fans, and the refrigerant used for these units, emergency generator type and size and storm water reclamation system?	Please see Addendum No. 01 Item No. 2 - Revised Table of Contents and Section J List of Attachments
2	B.4.1.1, and Attachment J.1, show the initial contract period as 9 months in duration. F.1.1 states that the base period of the contract consists of the 10 months December 2017 – September 2018. Does this difference in number of months indicate that December 2017 is the transition period?	The total base period contract term is for ten (10) months with the first thirty (30)-days (month) of services allocated to transition and the remaining nine (9) months will be full services.

NO.	QUESTIONS	ANSWER
3	C.7.1. covers the maintenance of lighting systems. What is the total quantity of each type of lighting fixture and lights, including emergency and exit lighting, in the building? Are there any specialized lighting fixtures, if so, please provide quantity and type. What is the total quantity of outside lighting, and garage lighting fixtures by type?	Approximate quantities are as follows: 178 Cafe lights vapolets; 575 long lights Mod-66; 95 garage lights PGL 61, 8 streetlights G 13 Gullwing; 770 pendulum lights, highhats, accent lights, art gallery lights
4	C.7.1 covers the electrical systems. Are annual, 3-year and 5-year tests required for the electrical systems? If so, when were the last tests completed and when are the next tests due?	The electrical and switchgear PM and tightening was performed in January 2017. all future PMs and testing are to be coordinated with the COTR.
5	C.7.1.3 states that test reports of inspection are to be submitted within 10 days of the completion of testing. Item 1 of F.3 sets this due date as within 10 days of contract award. Please clarify.	The awarded Contractor has the responsibility to provide the COTR with an initial assessment report as well as continuous reporting throughout the term of the contract.
6	C.7.1.4 requires thermographic scanning every three years, and within 6 months of the contract start date if it has not been performed within the last three years. When was the last time this work was performed, and will it be performed prior to the start date of this contract?	Thermographic scanning was performed in 2014 and is currently scheduled for December.
7	C.7.1.4.1 requires submittal of a report on thermographic testing within 10 working days of completion of the testing. Item 3 of F.3 sets this due date within 1 day of the test. Please clarify.	The report shall be submitted to the COTR within 10 days following the testing. See Addendum No. 1, Item No. 8.
8	C.7.1.5 requires the contractor to connect the UPS, and to be sure it has the capability to provide power for 30 minutes. Is the contractor responsible for maintaining the UPS? If so, what is the total quantity of UPS system modules?	There are 6 UPS system modules in total. The module control units are required to be checked on a monthly basis.

NO.	QUESTIONS	ANSWER
9	C.7.2.3 requires testing of the emergency generator. Have any of the batteries been replaced? If so, when? Do any of the batteries need replacing? When was the annual load testing last performed?	The generator batteries have not been replaced. The emergency generator load testing is completed weekly. Minor PMs are performed on a quarterly basis and major PMs are performed twice yearly by the contractor's generator sub-contractor.
10	C.7.2.3 requires submittal of the report on monthly testing of the emergency generator within 5 days of completion of the test. Item 7 of F.3 sets this report as due on the 10th of every month. Please clarify.	The monthly required testing shall be reported on the 10th day of each month, however in the event of a generator repair subsequent testing shall be submitted to the COTR within 5 days.
11	C.7.2.10.e requires inspection of the fuel tanks and lines. Is the contractor responsible for the cost of the fuel for the emergency generator? What is the capacity of the Fuel Oil Storage Tank?	Yes, the contractor is responsible for all required generator gasoline. The fuel oil storage tank capacity is 400 gallons.
12	C.7.2.14 requires submittal of a Report of Compliance within 24 hours of completing the repair. Item 11 of F.3 sets this due date as within 24 hours of receiving the Defect Notice. Please clarify.	The Contract shall submit compliance reports through Sales Force within 24hrs to acknowledge receipt of the defect notice and within 24hrs of completing the repair.
13	C.8.1.9.f describes a required annual report on the conditions of the boilers, but requires that this report be filed within 30 days of contract award. Please clarify.	The Contractor has the responsibility to provide the COTR with an initial assessment report as well as continuous reporting throughout the term of the contract. The boiler inspection was last completed Sept 12, 2017.
14	C.8.2.4 describes pump alignments. When were these last performed?	Pump alignments are performed annually with the PMs on the pumps. They were last completed in August 2017.

NO.	QUESTIONS	ANSWER
15	C.9.2 requires that the Water Treatment Program be submitted 30 days after contract start. C.9.2.1 requires that the Initial Water Treatment analysis be submitted 15 days from the contract start. However, C.9.2.3 requires that the Initial Water Treatment Analysis and the Water Treatment Program be included in the Building Operations Plan, which is due 10 days after contract start. Please clarify.	The Contractor has the responsibility to provide the COTR with an initial assessment Water treatment report as well as continuous monthly reporting by the contractor or their subcontractor submitted to COTR in the monthly deliverable report through SalesForce.
16	C.9.2.7 describes the requirements for weekly water field tests. Section C.9.2.7.1 requires that these test results be reported daily. Please clarify the reporting requirement.	The building has a dolphin system which does not require chemicals or weekly testing. Please see Addendum No. 1, Item No. 8.
17	C.9.3.1 requires testing, etc., of backflow preventers. How many are there?	There are two (2) fire system; one (1) domestic water; one (1) chiller room and one (1) grey water room. All were last inspected on 8/22/17.
18	C.10.1 describes Elevator responsibilities. How many elevators are there, and who is the manufacturer of each?	There are 6 passenger and 1 freight elevator. All are Schindler.
19	C.10.1.4 describes safety testing of the elevators. When were the annual third-party tests, and the 5-year tests, last performed?	Minor life safety testing is performed monthly by the contractor. Third party testing was completed in May 2017, including a full load test.
20	C.10.1.6.2 requires that a report of compliance be submitted within 24 hours of completing the repair. Item 30 of F.3 sets this due date as within 24 hours of receiving the Notice of Defect. Please clarify.	The Contract shall submit compliance reports through Sales Force within 24hrs to acknowledge receipt of the defect notice and within 24hrs of completing the repair.
21	C.11.2 describes maintenance of the BAS. Is the contractor responsible for software revisions, database protection, graphic protection, and component replacement?	The contractor is responsible for all BAS maintenance, either directly or by subcontractor.

NO.	QUESTIONS	ANSWER
22	C.11.2.b requires that the contractor reload software as necessary. Is the contractor responsible for software updates? If so, has the software been updated since the start of the current contract? Is there an update due now?	The Contractor is responsible for all future software update requirements. The software is currently up to date.
23	C.11.9 requires that the contractor turn over to the CO the complete CMMS records at the end of the contract. Will the successful bidder receive this information from the predecessor contract at the start of the new contract?	No, the CMMS records will not be turned over to the new Contractor; the CMMS records belong to the District.
24	C.12.6 requires that Fire Alarm Testing be conducted outside of Normal Occupant Working Hours. Section 3.42 defines Normal Occupant Working Hours as 24 hours a day, 7 days a week including holidays. Please clarify this testing requirement.	Fire alarm testing shall be coordinated with the COTR. The programming needs of the occupants will determine this schedule. The last testing was completed on Saturday 7/29/17.
25	C.14.3.1 requires Eddy current testing. When was this testing last done, and when is the next one due?	The test was last performed in 2015 and will be required next in 2019.
26	C.14.10.2.1 requires that a separate record of equipment with a PM cycle of 12 months or greater be submitted 90 days before the end of each option year. Item 48 of F.3 also requires this record to be submitted within 10 days of contract award. Please clarify.	The first report shall be submitted within 10 days of contract award and then subsequent reports shall be submitted 90 days before the end of each option year.
27	C.14.19 requires the contractor to submit a list of replacement supplies, including filters. Can you provide the number of filters, size of filters/media/clean reusable per unit, and the number/size of belts per unit?	Filters: 24x24x2; 24x24x12; 24x24x4; 24x12x4 are the most common, fitting all the air handling units and energy recovery units. There are 10 other miscellaneous filters for individual units such as CRACK units, package units, VAV, fan coil units.

NO.	QUESTIONS	ANSWER
28	C.14.22.2.1 states that a System Assessment and Inventory Report is to be submitted with 45 days of contract award. Item 53 of F.3 says this report is due within 15 days of contract award. Please clarify.	The System Assessment and Inventory report shall be submitted within 15 days of contract award. See Addendum No. 1, Item No. 8.
29	C.14.38.2 requires the contractor to transfer all property records for the facility into SalesForce. To what extent has this set of records already been established in SalesForce?	Contractor shall enter all "new" property information unless otherwise directed by the COTR. Existing building information has been established in SalesForce.
30	C.14.38.3 requires the contractor to maintain the CAD program for the facility. Is the CAD program currently installed in SalesForce?	This requirement is not applicable.
31	C.14.39.2 requires the contractor to manage equipment warranties. Is there any equipment still under warranty. If so, please identify the equipment and the warranty expiration date.	This requirement is not applicable. Please see Addendum No. 1, Item No. 11.
32	C.15.1 requires that building access during snow events be cleared 30 minutes before the start of Normal Occupant Working Hours. Please clarify this requirement in light of the 24 hours a day, seven days a week definition of Normal Occupant Working Hours.	Normal Occupant working hours are 7am-6pm for 80% of the building. Snow shall always be promptly removed, surfaces treated , and pictures sent to COTR.
33	C.15.3.3. is titled SalesForce, but the paragraph has no content. Please supply the missing requirement.	Please see Addendum No. 1, Item No. 12.
34	C.16.1.1.b.4 describes increased janitorial responsibilities during special events. Are these extra responsibilities reimbursable as defined in C.25.3.7.b? How many hours/occasions per month will these increased responsibilities require?	Yes, there are 2-3 events per month, that depending on attendance/capacity, may require additional janitorial staff that are an reimbursable expense.

NO.	QUESTIONS	ANSWER
35	C.16.1.1.g.6 describes Oversized Marked Plastic Recycling Containers. How many of these specialized containers are there, and where are they located?	There are 30 large recycling bins throughout the building in the common areas such as hallways, elevator lobbies and dining areas.
36	C.16.1.1.g.9 refers to a single stream recycling program. Does this facility have a single stream recycling program?	Yes, there is a single stream recycling program at 200 I Street.
37	C.16.1.1.g.9.iii requires weighing all containers when they are picked up. What weighing system is currently in place at the site, if any? Can you provide the past three years data on number and weight of such pickups?	The weighing is done by the contractor or their subcontractor. All weight numbers for recycling and solid waste are contained in the monthly deliverable report sent to the COTR.
38	C.16.1.1.g.10 refers to the development of a rebate program in connection with recycling. Does the District contemplate developing such a program?	This requirement is not applicable.
39	C.16.1.1.g.11 requires the contractor to provide trash and recycling handling equipment. Can the District provide a count of dumpsters by type and size, and the expected schedules for removal? Can the District provide annual tonnage and average tonnage per week, of trash and of recyclables?	There is one dumpster for solid waste and 1 for recycling. Solid is emptied twice weekly and recycling once weekly. The annual tonnage can be calculated from the monthly numbers contained in the monthly deliverable report.
40	C.16.1.3.a describes Utility cleaning services. Will such services be reimbursable?	No, Utility cleaning services is not a reimbursable service.
41	C.16.1.4.a describes high cleaning. Please clarify whether this applies to surfaces beyond 8 feet (96 inches), or 70 inches (5 feet 10 inches).	There are several surfaces in lobby and entrance areas that require ladder access to clean; 70 inches and above.
42	C.16.1.6 describes the required care of the garage floors. What is the square footage of each garage floor?	The lower deck is 25,000 sqft, the upper level is 10,000 sqft, and the outside deck is 15,000 sqft.

NO.	QUESTIONS	ANSWER
43	C.17.11 describes the contractor's responsibility for the Green Roof. What is the square footage of the green roof, and what types of plantings are there?	The green roof is 35,000 sqft, planted with a variety of Sedums. The roof is maintained by the contractor or their subcontractor.
44	C.20.1.9b requires the submission of an IPM Service Report, a record of inspections, findings, and remediation performed. Item 79 in F.3 requires this report to be submitted within 10 days of contract award. Please clarify.	Please see Addendum No. 1, Item No. 8.
45	C.22.1.3.1.c refers to High Priority Areas as listed in Attachment J.14. No Attachment J.14 is included with this RFP. Are there High Priority Areas as described?	This requirement is not applicable.
46	C.25.1.3 requires that all Key Personnel be "Fully certified in all applicable LEED level Standard Requirements and Services for the building". Does this mean that these staff must be LEED accredited, or that they have LEED experience? If accreditation is required, which accreditation(s) is/are required for each position (Property Operations Manager, Chief Engineer, Custodial Supervisor)?	The Operations Manager should be certified LEED AP.
47	C.25.1.3.2.d requires that the Chief Engineer possess a District of Engineers Stationary Engineers License. L.2.2.2 adds the stipulation that the Chief Engineer possess a 1st Class Stationary Engineer License. The usual requirement in DGS buildings is for a 3rd Class License. Does this building have unusual attributes that require a 1st Class License? Does the incumbent Chief Engineer have a 1st Class License, or is this a new requirement?	The Chief Engineer should possess a 3rd Class License. Please see Addendum No. 1, Item No. 13.

NO.	QUESTIONS	ANSWER
48	Several elements of the RFP, including C22.1.6.2 and much of C.25, require that the Contractor operate a function or provide Key Personnel (POM and CE) coverage during Normal Occupant Working Hours. This requirement has serious impact on staffing, as Normal Occupant Working Hours are defined as 24/7. Please clarify the Contractor's staffing coverage requirements. Specifically, what contractor coverage is required, and for what sections of the building. Is the contractor required to provide on-site coverage 24/7/365 including weekends and holidays?	Normal Occupant hours are 7am-6pm for 80% of the occupants; however, with some programs operating 24/7, Key personnel are on call 24/7.
49	C.25.7.9.2.1.1 states that the contractor is responsible for all costs of returning seasonal equipment to service. C.14.22.1 states that the failure to identify needed repairs, while developing the Initial Deficiency List, will increase the contractor's liability for such repairs. However, IDL inspection of seasonal equipment may not be feasible during the phase-in period. How will the need for repairs to seasonal equipment, first identified while returning that equipment to service, be handled?	All building equipment should be inspected and any deficiencies reported in the Phase In period.
50	C.26.1.1 is titled Reimbursable Repairs Initial Deficiency List. This section states that the cost of the repair must be above the reimbursement threshold. However, C.26.1.4 states that the contractor will be reimbursed for 100% of the cost of items included on the Initial Deficiency List. Please clarify.	Repair requirements identified through the initial deficiency list are 100% reimbursable.
51	C.26.1.4 states that the contractor will be reimbursed for 100% of the cost of items on the IDL. Will the contractor also be permitted to apply a profit to those elements of this specific work that are not included in Section B hourly rates for extra work?	See Section C.14.22.1

NO.	QUESTIONS	ANSWER
52	H.9.1.7 states that a CBE prime contractor must perform 50% of the work with its own organization and resources if the contract is $1 million or less. Does the $1 million figure mean price per contract year, or price for the entire 5 years?	Yes, the 1 million figure is applicable per contract year.
53	H.9.2 states "If the prime contractor is required by law to subcontract under this contract, it must subcontract at least 35% of the dollar volume of this contract in accordance with the provisions of section H.9.1 of this clause." However, H.9.1.2 provides that a DSLBD firm is not required to comply with Section H.9.1. Please confirm that an SBE who is also certified as DSLBD is not required to submit a subcontracting plan.	The Department recognizes subcontracting as an inherent standard in support of the service requirements under all Consolidated Maintenance Service Contracts such as third-party elevator inspections, elevator maintenance and repair services, trash and recycling collection services, etc. As such, the Prime Contractor is required to follow the Subcontracting laws stipulated by DSLBD.
54	H.14.6.1 (page 186) requires that the offeror provide a bid bond, in the amount of $50,000, with its proposal. Section H.14.6.2 requires that the successful contractor provide a performance bond in the amount of $1 million. RFP Section F.2.1 provides that the Department may unilaterally extend the term of the contract – potentially creating a 5-year contract and establishing the requirement for a $5 million bond. Will the Department accept annually renewable bonds? Will the Department provide a bond form indicating that the bond is permitted to be annually renewable?	Please see Addendum No. 1, Item No. 7.
55	I.8.1.8 requires Professional E&O liability coverage, which generally applies only to design/build and construction contracts. This solicitation does not include design/build or actual construction elements. Will this requirement be removed?	All Insurance requirements are imposed by the District of Columbia Office of Risk Management and these requirements will not be removed and or modified.

NO.	QUESTIONS	ANSWER
56	L.2.2.1.5 requires the submission of contact information for past performance citations. Attachment J.6 is the Past Performance Evaluation form. However, it is the Bidder Reference Form. Are offerors required to use the Past Performance Evaluation forms to solicit evaluations for submission with the proposal, or will the District solicit evaluations? Please clarify the process.	The Offeror shall include Past Performance Forms Attachment J. 6 with it's Technical Proposal. Please see Addendum No. 1, Item No. 4.
57	L.2.2.3.d requires that the draft Safety Plan include discussion of the special safety requirements of the BSL-3, DNA, Firearms, and Autopsy Labs. These specialized labs are not mentioned in Attachment J.11 or in Attachment J.12. Please supply the details of the requirements for these labs.	This requirement is not applicable.
58	L.19 requires the submission of certain financial documents, in the proposal and again after award. Is this a new requirement? Is it correct that these documents are to be submitted with the proposal? If so, are they to be included with the Technical Proposal or with the Price Proposal?	No, this is not a new requirement. Yes, the Contractor should submit these documents with their Technical Proposal.
59	L.19.10 requires an irrevocable Letter of Credit, which is intended to "…guarantee full and faithful performance of all of the terms and provisions of the contract." May this letter of credit substitute for the Performance Bond required by H.14.6.2, since it accomplishes the same guarantee of performance?	No, the irrevocable letter of credit may not substitute for the performance bond. Please see Addendum No. 1, Item No. 7.
60	Attachment J.11 describes the building characteristics. Can you provide data on the number of employees and visitors, during the day and after the daytime period?	DGS does not have this information.

NO.	QUESTIONS	ANSWER
61	Attachment J.12 includes specialized janitorial requirements for "SCIF space on the fifth floor for OCTO", and indicates that security clearance may be required to access this space for janitorial services. There is no mention of either SCIF or OCTO in the RFP. Please clarify this requirement, including the special janitorial services required and the required clearance level of the janitorial and supervisory staff.	Security clearance is not required for janitorial. OCTO management works with facilities to provide access and supervision; no phones or cameras allowed in these areas.
62	Please confirm that there are three (maybe four) areas that operate 24/7; Child and Family Services (CFSA); The Office of the Chief Technology Officer (OCTO); Clinic; Arts and Humanities and the office of Motion pictures (based on events). What are the operating hours for these areas that require contractor on-site coverage?	CFSA call center, OCTO Helps, OCTO NOC, and the OCTO server people are 24/7. CFSA has some weekend day staff on the East and South side of the 2nd fl. These staff members can contact building personnel 24/7 through building security or their facilities departments. The clinic no longer operates 24/7.
63	Can you provide the historical volume of service calls, by trade and type, over the last two years?	In order of volume: 1- hot/cold calls, 2- plumbing (clogged drains mainly do to low-flow LEED faucets), 3-lighting (bulbs) 4- furniture, 5- doors, 6- Toilets and urinals, 7- gym equipment, 8- electrical outlets, 9- Leaks (roof and plumbing), 10- general mechanical.
64	When is the due date for LEED re-certification?	DGS will coordinate LEED re-certification post award.
65	Is the contractor responsible for maintaining any of the Office of the Chief Technology Officer's equipment, such as generator, package A/C unit, UPS?	Yes, the contractor is responsible for all building equipment and shall performs all PMs on tenant equipment. The repairs are coordinated between the COTR and OCTO facilities.
66	How many telecom rooms are in the building?	There are twelve (12) telecom rooms in the building.
67	What units (mfr., type) serve the telecom rooms, and is the contractor responsible for maintenance of these units?	Above Air Technologies is the manufacture of the server/telecom equipment. The contractor is required to maintain the CRACK units in each telecom room.

NO.	QUESTIONS	ANSWER
68	What are the fire alarm device counts, including the number of control panels, booster panels, enunciators, ceiling smoke detectors, above ceiling smoke detectors, below-floor smoke detectors, manual pull stations, heat detectors, duct detectors, flow switches, pressure switches, fire and smoke dampers, tamper switches, horn-strobes, manual pull stations, bells, and strobes?	All fire alarm devices are made by Siemens. There is one (1) Fire Finder XLS Control Panel in the basement. There are additional annunciator panels located at the front and rear exits. There is one (1) booster panel on each of the five (5) floors. 230 exit lights, 370 strobes and 40 pull stations.
69	Can you provide a fire sprinkler riser diagram?	The fire sprinkler riser diagram will be provided post award.
70	Are the buildings fully sprinklered? If not, what % are sprinklered?	All buildings are 100% sprinklered equipped.
71	Are there dry pipe sprinkler systems or pre-action sprinkler systems? If so, how many of each?	There is one (1) Dry Pipe system for the garage.
72	What areas have detectors that are above 12’ that would require a lift or a ladder to reach? How many detectors above 12’ are there in each building?	All Detectors are at 8'.
73	How many fire extinguishers in each building please list the total quantity, size and type?	There are a total of 42 extinguishers in the building.
74	Do the elevators have recall which would require testing?	Yes, and every recall requires monthly testing.
75	What is the quantity of fire doors, by type (i.e. swinging or sliding)?	There are a total of 75; swinging fire doors.

NO.	QUESTIONS	ANSWER
76	On the walk-through, there were plastic liners in the blue recycling containers. Is the site currently recycling or is this a new requirement? Can DGS provide the recycling plan for this site?	The contractor is responsible for sorting recycling from organics and make sure the appropriate materials are recycled. DGS does not enforce any program for the tenant agencies.
77	the solicitation states that the pest control services are every two weeks but on the walk-through, it was said that the Clinic area must have pest control services weekly, is that correct?	Yes, the clinic shall be pest-control serviced on a weekly basis.
78	Has the site experienced bed bugs? If so, how often?	No, there have not been any reports of Bed Bugs.
79	Is the contractor responsible for the maintenance of the Fitness Center Equipment, if so, can you please provide the equipment list?	Yes, the Contract is responsible for the fitness center equipment maintenance. three (3) treadmills, three (3) elliptical, three (3) bikes, one (1) Stairmaster, one (1) arm machine, one (1) smith machine, one (1) pull-up bar, one (1) sit-up bench, one (1) punching bag, two (2) racks of barbells, one (1) lat pull down machine, one (1) leg press machine, one (1) leg curl machine.
80	Has any of the fitness center equipment been replaced or in need of replacement?	No, the equipment has not required or been replaced.
81	Is the contract required to re-paint the lines in the parking garage annually?	No. the contractor is not required to repaint the parking garage lines.
82	Where does the property line end? Does it include the trees along the sidewalks?	The property line borders to the sidewalk and yes the contractor is responsible for the landscaping and or other maintenance.

NO.	QUESTIONS	ANSWER
83	RFP Section H.14.6.1 (page 186) requires that the offeror provide a bid bond, in the amount of $50,000, with its proposal. Section H.14.6.2 requires that the successful contractor provide a performance bond in the amount of $1 million. RFP Section F.2.1 provides that the Department may unilaterally extend the term of the contract – potentially creating a 5-year contract and establishing the requirement for a $5 million bond. Will the Department accept annually renewable bonds? Will the Department provide a bond form indicating that the bond is permitted to be annually renewable?	Please see Addendum No. 01, Item No. 7
84	The location address is listed in the rfp as 200 I St., NW, in other as well as 200 I St., SW. Is this the Capitol Riverfront building? That address is 200 I St., SE.	THE ADDRESS IS 200 I (EYE) ST, SE, WDC, 20003