

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



REQUEST FOR PROPOSAL DCAM-18-CS-0085

Design-Build Services Ward 1 Short Term Family Housing Facility

AMENDMENT NO. 4

Amendment Number 4 is hereby issued and posted on the Department's web site at dgs.dc.gov June 28, 2018. Except as otherwise noted, all other terms and conditions of the Request for Proposal remain unchanged.

1. Section 1.2, third sentence,

Delete: In its entirety (The Work shall also require some cosmetic improvements to the existing recreation facility)

2. Section 1.3, Project Budget and Funding Limitations

Delete: In its entirety

Insert: The Department has an approved design/construction budget of \$20 million dollars for this Project (hard and soft costs).

3. Section 1.9.1, RFP Proposal Submission Deadline and Section 5.3, Date and Time for Receiving Proposals

Delete: July 5, 2018

Insert: July 6, 2018

4. Section 1.13 RFP Documents

Insert: **Attachment B** Form of Offer Letter (revised) provided as Exhibit 1 to Amendment 4

Attachment R Subcontractor Outreach Forum Guidelines (revised) provided as Exhibit 2 to Amendment 4

5. Part 2, Project Requirements, all reference to LEED certification

Insert: LEED for Homes

6. Section 2.2.1.1 Building System Assessment

Delete: In its entirety

Insert: Reserved

7. Section 2.2.1.5, Additional Preconstruction Services

Insert:

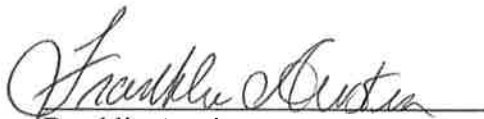
2.2.1.5.1 Subcontractor Outreach

In order to meet or exceed the subcontracting requirements described in **Section 4.2**, the Contractor shall conduct at a minimum one (1) Subcontractor Outreach Forum (Forum) for all trade packages before the trade packages are bid as described in **Section 2.2.3**. The Subcontractor Outreach Forum shall be conducted as described in Attachment R, Subcontractor Outreach Forum Guidelines (as amended). The Contractor shall coordinate with the District's Department of Small and Local Business Development's (DSLBD) Point of Contact (POC), Derrick Colbert, Manager, Strategic Partnerships & Initiatives. The Contractor's coordination efforts shall include at a minimum communicating the date, time, and location of the Forum and submission of Forum outreach materials within ten (10) business days of the Forum. Mr. Colbert can be reached at Derrick.Colbert2@dc.gov. Mr. Colbert and DSLBD will provide the Contractor assistance in the development of a list of potential CBE firms to attend the Forum and distribute Forum announcements electronically.

8. Section 3.4.5, Project Management Plan, Preliminary Schedule and Preliminary Design

Insert: (iv) explain how the Design-Builder proposes to address parking for Rita Bright and the Design-Builder's construction workers during construction.

9. Responses to Question About the Solicitation are provided as Exhibit 3 to Amendment 4.



Franklin Austin
Contracting Officer

6/28/2018
Date

End of Amendment No. 4

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Amendment 4

Exhibit 1

Attachment B
Form of Offer Letter

[Contractor’s Letterhead]

[Insert Date]

Mr. Franklin Austin
 Contracting Officer
 District of Columbia Department of General Services
 2000 14th Street, NW, 8th Floor
 Washington, DC 20009

Reference: Request for Proposal DCAM-18-CS-0085
 Design-Build Services Ward 1 Short Term Family Housing Facility

Dear Mr. Austin:

On behalf of [INSERT NAME OF OFFEROR] (the “Offeror”), I am pleased to submit this Price proposal in response to the Department of General Services’ (the “Department” or “DGS”) Request for Proposal (the “RFP”) for Design-Build Services for the Ward 1 Short Term Family Housing Facility. [INSERT NAME OF OFFEROR] has reviewed the RFP and the attachments thereto, any addenda thereto (collectively, the “Bid Documents” or “RFP Documents”) and has conducted such due diligence and analysis as the Offeror, in its sole judgment, has deemed necessary in order to submit its bid in response to the RFP. The Offeror’s bid and the Lump Sum Price are based on the RFP Documents as issued and assume no material alteration of the terms of the RFP Documents. (Collectively, the bid and the Lump Sum Price are referred to as the “Offeror’s Bid”).

The Offeror’s Bid is as follows:

CLIN	DESCRIPTION	LUMP SUM PRICE
001	Provide Design-Build Services for the Ward 1 Short Term Family Housing Facility as described in Section B and Attachments A1 – A11.	\$ _____

LUMP SUM PRICE IN WORDS:

Add Alternate:

CLIN	DESCRIPTION	PRICE
002	Exceed LEED Gold for Homes Standards	\$ _____

The Offeror’s Bid is based on and subject to the following conditions:

1. The Offeror agrees to hold its bid open for a period of at least one hundred twenty (120) days after the IFB closing date.
2. Assuming the Offeror is selected by the Department and subject only to the changes requested in paragraph 5, the Offeror agrees to enter into a contract with the Department on the terms and conditions described in the Bid Documents within ten (10) days of the notice of the award.

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Attachment B – Form of Offer Letter (revised)

3. Both the Offeror and the undersigned represent and warrant that the undersigned has the full legal authority to submit this bid form and bind the Offeror to the terms of the Offeror's bid. The Offeror further represents and warrants that no further action or approval must be obtained by the Offeror in order to authorize the terms of the Offeror's bid.
4. The Offeror and its principal team members hereby represent and warrant that they have not: (i) colluded with any other group or person that is submitting a bid in response to the IFB in order to fix or set prices; (ii) acted in such a manner so as to discourage any other group or person from submitting a bid in response to the IFB; or (iii) otherwise engaged in conduct that would violate applicable anti-trust law.
5. The Offeror hereby certifies that neither it nor any of its team members have entered into any agreement (written or oral) that would prohibit any contractor, subcontractor or subconsultant that is certified by the District of Columbia Office of Department of Small and Local Business Enterprises as a Local, Small, Resident Owned or Disadvantaged Business Enterprise (collectively, "LSDBE Certified Companies") from participating in the work if another company is awarded the contract.
6. This Form of Offer Letter and Bid Form are being submitted on behalf of [INSERT FULL LEGAL NAME, TYPE OF ORGANIZATION, AND STATE OF FORMATION FOR THE OFFEROR].

Sincerely,

Company: _____

Name: _____

Title: _____

Date: _____

Signature: _____

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Exhibit 2

Attachment R
Subcontractor Outreach Forum Guidelines (revised)



Subcontractor Outreach Forum Guidelines

elev★te

What: prime contractors of large Department of General Services (DGS) projects (>\$15M) plan and host at least one (1) subcontractor outreach forum for all trade packages per project in advance of trade bidding.

Guidelines below are provided to be helpful for planning purposes and may be adapted to meet specific project needs.

Purpose:

- Increase Certified Business Enterprise (CBE) awareness of and access to subcontracting opportunities
- Assist prime contractors in meeting CBE subcontracting goals

Location:

- Auditorium or common area of facility that is being renovated, if possible
- DGS-owned sites may be available upon request: Old Council Chamber, Eastern Market North Hall

Resource Partners (to help CBEs understand compliance requirements):

- Department of General Services
- Department of Small and Local Business Development
- Procurement Technical Assistance Center
- Department of Employment Services

Format:

- | | |
|--|---------------------|
| • Resource partner set-up exhibit tables | 1 hour |
| • Registration & networking | 30-45 minutes |
| • Program | 30 minutes - 1 hour |
| • Networking | 1 hour |
| • Resource partner load-out | 30 minutes |

Program:

- Team introductions
- Project overview
- Architect's overview
- Project specifics
- Specific Trade Opportunities
 - Procurement Overview Bid Packages
 - Qualifications
 - Bonding Requirements
 - Insurance Requirements
 - Timeline
- Resource partners

Event Promotion:

- Prime contractor develops flyer/ invitation and posts on social media and distributes through other channels
- Resource partners re-post on social media and distribute through other channels

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Exhibit 3

Responses to Questions About the Solicitation

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 Amendment 4 Exhibit 3

Responses to Questions About the Solicitation		
No.	Question	Response
1	Please clarify the existing building renovation scope (e.g. square footage, program).	See Amendment 4, Item No. 1. The renovation of the existing Rita Bright Center is not included in the scope of this RFP.
2	Will parking spaces for the Rita Bright Community Center need to be relocated to another space to allow for construction activities (parking and laydown) for the shelter?	There are 13 existing parking spaces for the Rec center that will need to be reestablished as part of the final design. In addition, 5 of the 13 parking spaces will need to be provided for Rita Bright during construction We will also need to supply parking for the 50 units and Administration spaces. The final design that is selected may change the number of parking spaces that is required per zoning. The final design will need to comply with all zoning codes. Please see Amendment 4, Item No. 8.
3	Please confirm no BZA permit will be required.	The Offeror shall (iv) explain how you are proposing to handle parking for Rita Bright and your construction workers during construction. No BZA Process is required for this site.
4	Is there a Phase 1 report available for distribution? If so, please send.	Please see Attachment A7 of the RFP. The Link below will take you to the Phase I Report supplied as part of the RFP https://www.dropbox.com/s/og2pv8it3qgnbh5/07%20Phase%20I%20E%20nvironmental%20Site%20Assessment.pdf?dl=0

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No.	Question	Response
5	Is there a geotechnical report available for distribution? If so, please send.	Please see Attachment A6 of the RFP. The Link below will take you to the Geotechnical Report supplied as part of the RFP. https://www.dropbox.com/s/prmayzak3kieu1/06%20Geotechnical%20Engineering%20Report.pdf?dl=0
6	Please confirm the scope of work, inclusive of drawings if available, for refurbishment of Rita Bright Community Center that should be included in the budget for the shelter.	See Amendment 4, Item No. 1. The renovation of the existing Rita Bright Center is not included in the scope of this RFP. The renovation of the existing Rita Bright Center is not included in the scope of this RFP.
7	Do both doors of the Rita Bright Center need to be accessible during construction (front entrance and side entrance) or do we just need to keep the front door accessible?	The main Entrance to Rita Bright needs to remain open during construction
8	Do we need to keep the entire parking lot available or can we utilize a portion of the lot for our parking/laydown?	Once the Design-Build team takes control of the northern portion of the site, the Design-Build team can propose to utilize the site in a way that works best for the construction of the building. In your response to the RFP, please explain how you are proposing to handle parking for Rita Bright and your construction workers during construction.
9	Can we have access to drawings of the existing Rita Bright Center?	Please see Amendment 4, Item No. 8. No, DGS does not have these drawings.

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 Amendment 4 Exhibit 3

No.	Question	Response
10	The provided test fit shows 73,611sft. The RFP calls for 68,000sft. To what extent should we plan to incorporate the provided Test-Fit into the proposed design?	The test fit was done in partnership with DHS to ensure the site could fit the proposed program. The Design-Build team can redesign the building to fit the program and budget. This redesign may result in a smaller square footage that the 73,000SF proposed in the test fit. Please see Section 5.4.3 b of the RFP which states
11	Could you advise if the Past Performance Evaluations are to be mailed to your attention or by email or both?	The Offeror shall ensure that a minimum of three (3) Past Performance Evaluation forms Attachment O , are completed and submitted on behalf of the Builder and a minimum of three (3) Past Performance Evaluation forms for the Architect directly to the Department's POC stated in Section 1.7 by the due date for Proposals as specified in Section 5.3 .
12	Various parts of RFP and attachments state different building sizes; RFP page 3 indicates 68,000 SF; Per Attachment A-10, Program Specifications, Section 011000-3 states 49,900SF, and describes a "Standalone" building for STFH units. (PSH units not mentioned); and Attached A-5, test fit shown a building of approximately 82,000 SF (including parking). Please confirm that the Test Fit plans are the most accurate representation of anticipated building size and requirements	Please use the test fit sheet A3 for the proposed square footage.
13	It is understood that the Ward 1 Short Term Family Housing Facility will need to be certified, at minimum, LEED Gold. Can DGS confirm which certification will be pursued: LEED for Homes or New Construction?	LEED for Homes will be used for this project. Please see Amendment 4, Item No. 5.

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No.	Question	Response
14	If LEED for Homes is selected, please clarify whether the cost of LEED inspections during construction should be included in the Design-Builder's fees or is excluded under section 2.12.1.	Please see Section 2.2.2.3 i) of the RFP. All LEED fees should be included.
15	Work in Existing Recreation Facility:	
15a	a. On page 4 of the RFP, in the section 1.2 Project Background, it states that "...work shall also require some cosmetic improvements to the existing recreation facility." It is our understanding from the pre-proposal meeting that a separate RFP will be issued for the complete renovation of the Rita Bright Family and Youth Center. Can DGS please clarify the extent to which "cosmetic improvements" are required for the facility since it will be renovated under a separate scope of work?	Please see Amendment 4, Item No. 1. The renovation of the existing Rita Bright Center is not included in the scope of this RFP.
15b	b. Per Attachment A-10, Program Specifications, Section 012100. Allowance #2 -States that \$1,600,000 should be carried for upgrades to Existing Recreation Center	The Allowances in section 3.3 of the specification should be removed from the RFP and not included in the \$20 million budget. Please see Amendment 4, Item No. 1. The renovation of the existing Rita Bright Center is not included in the scope of this RFP.
16a	Please clarify scope of work required or confirm that we are to include in our budget, the allowance amount indicated in the Program Specifications	The Allowances in section 3.3 of the specification should be removed from the RFP and not included in the \$20 million budget.
16b	If Allowance is to be carried, confirm if the Allowance amount Includes Design & Engineering Costs	Please see Amendment 4, Item No. 2. No Allowance to be carried.
17	Page 4, Section 1.5 States that DD submittal required by April 23, 2019. This does not match the schedule Attachment A1. Please clarify.	Please see Section 3.4.5 and 5.4.4 of the RFP. The Design-Builder should present a plan on how they are proposing to complete the building by spring of 2020.

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No.	Question	Response
18	Page 5, 2nd paragraph states that "Construction will begin in October 2018". This does not match the schedule Attachment A1. Please clarify.	Please see Section 3.4.5 and 5.4.4 of the RFP. The Design-Build team should present a plan on how they are proposing to complete the building by spring of 2020.
20	RFP page 10 lists FF&E items for each living unit, and states that the Design-Builder is NOT responsible for specification/selection and purchase of FF&E. It is unclear as to whether the intent is for the Design Builder is to INSTALL the FF&E items, or if the Owner will install the FF&E items. Please clarify	Page 10 states, "The Design-Builder is not responsible for the specification/selection or purchase of FF&E items. The Design-builder shall coordinate all FF&E logistics to ensure accurate and timely installation." The FF&E for the building, including installation, will be done as a separate contract.
21	Page 12, Section 2.2.1.1 Please clarify what existing building systems are referenced in this section. Would any repairs to the systems of the existing building be included in Allowance #2	Please see Amendment 4, Items No. 1 and 6.
22	During the pre-proposal meeting, it was stated that the project is by-right. However, it is understood from the RFP that community meetings ANC-1B constituents and approval by the US Commission of Fine Arts will be required. Please confirm that this is correct.	The normal permit process will need to be followed which would include a submission to the Commission of Fine Arts. We do not foresee the need for a BZA process on this project.
23	The Final Design Developments Submittal and the Construction Documents Submittal are due on the same date – April 23 2019. Can we assume that is an error?	The outline schedule has the Design Development document due on 10/23/18 and the Construction Documents due on 1/1/19. Please see Section 3.4.5 of the RFP. The Design-Builder should provide their own schedule showing how they propose to meet the completion date.

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No.	Question	Response
24	<p>April 23, 2019 is defined as target date for Construction Documents; meeting this date will require work with DC Review Agencies; can we assume that DGS, and the Mayor's office will assist our team in obtaining the timely Agency reviews?</p>	<p>DGS will assist the selected Design-Builder with District Agency reviews, as needed, however the Design-Builder will be held responsible for meeting the proposed schedule.</p>
25	<p>On page 10 of the RFP in addition to parking requirements it states that final parking count will be established during the design process. What does this mean?</p>	<p>There are 13 existing parking spaces for the Rec center that will need to be reestablished as part of the final design. In addition, 5 of the 13 parking spaces will need to be provided for Rita Bright during construction We will also need to supply parking for the 50 units and Administration spaces. The final design that is selected may change the number of parking spaces that is required per zoning. The final design will need to comply with all zoning codes.</p>
26	<p>Page 14, deliverables liquidation damages are set a \$5,000 per day ... Are we correct in assuming that the subject target date will be the Final Completion Date – 4 June 2020?</p>	<p>Liquidated damages may be assessed if the Substantial Completion Date, as identified in the final design-build contract, is not met.</p>
27	<p>The building is to meet or exceed LEED Gold status and page 13 of the RFP states you want to have a list of the accepted LEED strategies. Can we assume that our list will be provided for information and that the Design-Builder will be responsible for the subject LEED compliance strategy?</p>	<p>Yes. The building needs to meet a minimum LEED for Homes standard. The Department requests suggestions on what your team would recommend on this site to go above the minimum LEED for Home standards. Please provide the price to exceed LEED for Home standards as an Add/Alternate to your Lump Sum Price in the Form of Offer Letter</p> <p>Please see Amendment 4, Items No. 4 and 5.</p>

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No.	Question	Response
28	<p>The FY 2019 Capital Improvement Plan identifies an Estimated Full Funding Cost of \$33,881,400 for the Property. However on Page 4 of the RFP; paragraph 1.3 it states that the Department has an approved construction budget of \$20 million dollars. Will our Design Build Team be responsible to design improvements above and beyond this years approved budget? Please clarify.</p>	<p>No.</p>
29	<p>The Schedule of Allowances provided in the Performance Specification call for 2 allowance amounts: 1) \$500,000 to fit out the Office Space and 2) \$1,600,000 for upgrades to the Recreation Center. Is this \$2.1 Million dollar allocation amount for improvements to the Recreation Center building to be included within the RFP defined construction budget of \$20 Million Dollars? Or should the Allowance amounts be carried in addition to the RFP defined construction budget.</p>	<p>See Amendment 4, Item No. 1. The renovation of the existing Rita Bright Center is not included in the scope of this RFP.</p>
30	<p>Section 1.2 "The Work shall also require some cosmetic improvements to the existing recreation facility." Conflicts with "The Rita Bright Family & Youth Center is not included as part of this procurement". Please clarify intent</p>	<p>See Amendment 4, Item No. 1. The renovation of the existing Rita Bright Center is not included in the scope of this RFP.</p>
31	<p>Section 1.3: Confirm that Hard Costs includes A/E and all permit fees</p>	<p>Please see Amendment 4, Item No. 2. The 20M should include all hard costs, design costs, & Permit/utility fees.</p>
32	<p>Whom is responsible for LEED registration fees?</p>	<p>The Design-Builder. Please see Section 2.2.2.3 (i) of the RFP.</p>
33	<p>Please advice of any specific A/E insurance requirements.</p>	<p>Please see RFP Section 8 for all Insurance Requirements.</p>

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No.	Question	Response
34	Section 2.2.1.3.c : Clarify that no Hazardous Materials Survey is required.	No, it is not required. Please see the phase one environmental site assessment for any Hazardous Material that were found on site.
35	Section 2.15: If major design team members are using Collaboration for Revit (Architecture, M,EP +FP, Structural) are other consultants also required to use Revit or can their Models/drawings be integrated 'manually'?	The final Model that is provided to DGS needs to comply with the Revit standard provided.
36	Is the roof deck a requirement?	No, but there needs to be a separate outdoor areas for both the PSH and STFH
37	Do the PSH and STFH need to have separate lobbies/entries?	Yes.
38	Can we make any modifications to the northern most portion (like 20') of the rec center?	No.
39	Will the utilities be separate from the rec center?	Yes.
40	The RFP scope indicates a building size of 68,000 SF with 50 units while the Ward 1 Performance specification indicates a building size of 49,900 SF with 30 units. Please clarify which building size to use for this solicitation.	The test fit was done in partnership with DHS to ensure the site could fit the proposed program. The Design-Build team can redesign the building to fit the program and budget. This redesign may result in a smaller square footage that the 73,000SF on Sheet A3. The final design needs to include all program area as outlined in the test fit
41	In the Ward 1 Performance Specification there are some sections that don't seem to apply to this building type. For example, 14 55 00 Vertical Reciprocating Conveyor. Can you please clarify which sections are applicable?	DGS do not foresee a Vertical Reciprocating system in the building. This Spec section will not be needed.