

DCAM-21-NC-RFP-0001

Comprehensive Janitorial and Related Supplemental Services for DYRS New

ADDENDUM NO. 04 - EXHIBIT B

NO.	QUESTION	ANSWER
1	How many square feet is the building?	Estimated New Beginnings Square Footage Breakdown: Administrative Area to include the offices, main lobby, intake, control, medical, culinary, auditorium and school = 46,960 sq. ft. Gymnasium, Warehouse and Maintenance Shops = 24, 079 sq. ft. Three (3) Housing Units total = 20,814 sq. ft. Estimated Grand Total = 91,853
2	How many square feet of carpet vs tile vs wood in the building. Is there a flooring breakdown?	No, we do not have a floor surface breakdown because the flooring has been changed. The non-secure administrative areas and most offices are carpeted, the remainder of the flooring is hard surface.
3	Do occupants/youth clean their personal space or will the contractor clean it?	The youth clean their personal space daily, but the contractor will clean the youth rooms upon the request from the COTR/CA.
4	Can you provide a floor plan of the facility?	Due to security protocols the floor plans are not available for public consumption.
5	Please clarify if the supplemental services frequency list is for the past 12 months or for the current overall contract.	All supplemental services referenced in the RFP are for the forthcoming Contract award and the frequency levels vary and are subject to ordering by the COTR.
6	Are the services listed in Section C.7.7.1 in addition to the firm fixed pricing, or included?	All services in Section [C.7] - Supplemental Services and to include Section [C.7.7.1], are in addition to the Firm-Fixed monthly service price.
7	Please confirm if this site has a union agreement. If so, please provide the current union agreement.	The site/facility is not under a unionized agreement for janitorial services.

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8	Per section L.2.3, offerors are required to submit proposals electronically. Are ZIP files permissible for submission?	Zip files are permissible. However, the Offeror is responsible for assuring transmission. Emails with attachments collectively in excess of 25 MG will not transmit and the Department is not liable for files that are undelivered by the due date and time.
9	Can DGS please provide incumbent information for the current contract?	Potential Offerors are encourage to visit the Department's website (dc.dgs.gov) under Contracts & Procurement and Awarded Contracts or to submit a formal FOIA request.
10	Would a WBE (Women Owned Business Enterprise) fulfill the requirement for the contractor being an SBE?	No. ONLY Offerors that are certified by the District of Columbia Department of Small and Local Business Development ("DSLBD") as SBEs at the time of the Proposal Submission Deadline are eligible.
11	If a contractor's policy does not have an exclusion for any claims arising out of sexual abuse or molestation, is that sufficient or are you requiring a standalone sexual abuse or molestation policy?	This insurance requirement will be considered met if the general liability insurance includes an affirmative sexual abuse and molestation endorsement for the required amounts. So called "silent" coverage under a commercial general liability or professional liability policy will not be acceptable. <u>Please see Addendum No. 04, Item No. 11</u> . The insurance requirements are as stipulated by the District's Office of Risk Management and to that end the Department hereby deletes in its entirety and replaces Section I.14 through the issuances of this Addendum No. 04.
12	If a contractor's policy has \$1M for sudden and accidental pollution incidents, is that sufficient to meet the needs of the RFP? If not, please provide more information on exactly what is required.	No, please see Addendum No. 04, Item No. 11. The insurance requirements are as stipulated by the District's Office of Risk Management and to that end the Department hereby deletes in its entirety and replaces Section I.14 through the issuances of this Addendum No. 04.

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13	Because this RFP is only for janitorial services, can the professional liability policy coverage requirement be removed? It doesn't seem applicable.	Please see Addendum No. 04, Item No. 11.
14	Since we will not have access to personal identifiable information or personal health information, can the cyber coverage requirement be removed?	No, please see Addendum No. 04, Item No. 11. The insurance requirements are as stipulated by the Districts Office of Risk Management and to that end the Department hereby deletes in its entirety and replaces Section I.14 through the issuances of this Addendum No. 04.
15	Has the revised J.10 for the Past Performance been issued as an addendum?	Yes, see Addendum No. 02, Line Item No. 04.
16	How many windows are located on site for the annual exterior cleaning?	The District does not have this information.
17	What are the area quantities to be considered for pricing supplemental service CLINS (i.e., Number of lockers, canopies, SF of floor types)	The supplemental service pricing is based on the service provided, there is no fixed pricing. The pricing is coordinated with the COTR/CA.
18	Are two-way radios allowed for communication between the contractors supervisor & staff?	No.
19	What is the current staffing on all shifts	The District does not have this information, the current Contractor's scheduling is subject to their oversight.
20	How many restrooms are there requiring janitorial service?	There are approximately 30 restrooms within the facility.
21	Will an addendum be issued to extend the due date	Yes, see Addendum No. 04, Item No. 01
22	Is onsite 24-hr/7-day a week coverage required?	Yes, the scheduling of services is as stated in Section [C.5.5] and elsewhere throughout the solicitation.

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23	In Paragraph C.6.8.8, please clarify if the Contractor is to provide exterior ash receptacles	No, Section C.6.8.8 does NOT imply the requirement for the Contractor to provide Ash Receptacles. This Section requires that the Contractor service all Ash Receptacles and replenish the sand as necessary.
24	Paragraph C.9.5 Service Calls - please provide monthly or annual number of calls and average labor content.	The District does not have any historical information.
25	Please clarify if Sections B.5 and H.9 apply to this contract, which is already set-aside for an SBE contractor	Yes, the inclusion of both Sections [B.5] and [H.9] are applicable as inferred by the inclusion of these sections of the RFP.
26	In Paragraph L.22.2, the requirement is to include names and resumes for key personnel. In Paragraph L.22.1, key personnel are identified and include almost the entire project staff. Since we intend to keep in place current personnel to the extent that they agree to remain on the project and consistent with our staffing plan, we request that the name and resume requirements be limited to the Operations Manager and Site Supervisors/Crew Leaders. Names and resumes for floor specialists and janitor crews would be provided during phase-in of the new contract.	Potential Offerors <i>may not assume</i> the hiring of the incumbent's employees, thus it is the District's expectation that potential Offerors have and present a complete staffing plan including names, resumes and staff scheduling plans as required under the Submission Requirements and Evaluation Criteria of this solicitation.