

DCAM-24-NC-RFP-0009

Property Management Services for Duke Ellington School of the Arts

ADDENDUM NO. 05 - EXHIBIT A

NO.	QUESTION	ANSWER
1	Historically, how many occupants were in the building on a daily basis in the year 2019?	500 to 600
2	Please provide historical service call information for the year 2019.	Approximately 500 service calls
3	Please provide the number of repairs over the \$1,500 threshold in the year 2019.	Approximately 60
4	Please confirm that the \$1,500 repair threshold amount is reimbursable to the awarded contractor in the event a repair exceeds the repair threshold.	No, the \$1,500.00 deductible represents the minimum cost for which the PM vendor will be accountable. The Department will reimburse all expenses related to supplemental repairs exceeding the \$1,500 deductible threshold.
5	Regarding relevant past project experience, would it be acceptable to use relevant past project experience of the proposed key personnel to meet this requirement?	No, the projects should illustrate <u>the firm's</u> experience and capabilities performing identical or similar work in size and scope of this project.
6	Does the building run programs/summer school during the summer?	Yes. Programs are conducted at the discretion of DCPS.
7	What is the Vandalism Repair Threshold?	The Vandalism Repair Threshold is the same as the Reimbursable Repair Threshold.
8	Who issues and controls the access keys?	The Contracting Officer's Technical Representative (COTR) will initially issue the keys. Subsequently, key access and control will become the responsibility of the contractor.
9	Please provide the hours of operation.	Please See Addendum No. 04, Item No. 06
10	Is parking provided by the Client for Contractor personnel? If so, how many spaces?	The Contractors' team will have access to two (2) parking spaces.
11	Is it the contractor's responsibility to provide mats and runners?	No.
12	Will a lift be provided to clean the high surfaces and to change the lights?	A lift will not be provided. The Contractor is accountable for covering all expenses essential to provide services, encompassing, but not limited to: labor, supplies, materials, repair parts, tools, vehicles, transportation, travel to and from work sites, per diem, subcontractor costs, home office overhead, permits, profit, general and administrative expenses (referred to as "G&A"), insurance coverages. Additionally, this responsibility extends to accommodating any year-over-year changes in wages that can be directly attributed to market variables, including those governed by the U.S. Department of Labor Wage Determination and the D.C. Living Wage increases. These changes in labor laws and wages are to be applied as per the prevailing wage specified in the Contract award and all subsequent Option Periods. All of this is essential to ensure the safe and proper delivery of the required services outlined herein.
13	Who is providing the certification required for the lifts and who will cover the cost of the certification?	The Contractor is accountable for covering all expenses essential to provide services, encompassing, but not limited to: labor, supplies, materials, repair parts, tools, vehicles, transportation, travel to and from work sites, per diem, subcontractor costs, home office overhead, permits, profit, general and administrative expenses (referred to as "G&A"), insurance coverages. Additionally, this responsibility extends to accommodating any year-over-year changes in wages that can be directly attributed to market variables, including those governed by the U.S. Department of Labor Wage Determination and the D.C. Living Wage increases. These changes in labor laws and wages are to be applied as per the prevailing wage specified in the Contract award and all subsequent Option Periods. All of this is essential to ensure the safe and proper delivery of the required services outlined herein.
14	Please confirm the bond requirements.	In accordance with Section C.5.18.3, it is imperative that the Contractor's employees hold the necessary licenses and bonds as mandated by the Department of Buildings (DOB) or any other relevant legal provisions. It's worth noting that the RFP does not impose any Bid Bond or Performance and Payment Bond requirements.
15	Are there any subcontractor services that need to be performed after hours?	The Contractor shall coordinate and manage all subcontracted work scheduling and provide details and information to the COTR upon request.
16	Will the contractor have any responsibility for maintenance of the audio/visual systems in the theater/instrument practice rooms?	No.
17	Are there any specific hours when the pest control service is expected to be completed?	The Contractor shall coordinate and manage pest control service schedules with the COTR.
19	Please confirm that the awarded Contractor will be reimbursed for any costs that exceed the \$1,500.00 repair threshold for Facility related service calls or repairs, which require a technician to return after Normal Occupant Working Hours as an Emergency Service Call. See C.5.20.1.3.	No, in accordance with Section C.5.20.1.3, the Contractor shall <u>not</u> be reimbursed for Facility related service calls or repairs, which require a technician to return after Normal Occupant Working Hours as an Emergency Service Call, or the Replacement of parts and materials resulting from PM (preventative maintenance) shall not qualify as a supplemental repair if such replacement is predictable per the manufacturer's specifications. Work that should customarily be performed during normal hours of operation shall not be rescheduled outside of such time.
20	Please provide the name of the incumbent subcontractor responsible for performing Chiller and/or Cooling Tower PMs.	The proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.
21	Please provide the name of the incumbent subcontractor responsible for performing Elevator PMs.	The proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.
22	Please provide the name of the incumbent subcontractor responsible for providing Waste Removal equipment.	Waste hauling and disposal are not part of the subject contract. Duke Ellington is serviced under a separate Citywide Waste and Recycling hauling and disposal contract managed by DGS.

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23	Please provide the name of the incumbent subcontractor responsible for providing Locksmith Services.	The proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.
24	Please provide the name of the incumbent subcontractor responsible for providing Environmental Management Services.	The proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.
25	Please clarify if the Contractor needs to provide all Waste Removal equipment, such as balers, compactors, trash receptacles, etc.	Waste hauling and disposal are not part of the subject contract. Duke Ellington is serviced under a separate Citywide Waste and Recycling hauling and disposal contract managed by DGS.
26	Please provide the different types of waste removal equipment currently stationed at Duke Ellington, and the number of receptacles.	Waste hauling and disposal are not part of the subject contract. Duke Ellington is serviced under a separate Citywide Waste and Recycling hauling and disposal contract managed by DGS.
27	Is the Contractor responsible for providing air filters?	Per Section C.5.1.10.1 the Contractor is responsible for the provision of air filters.
28	Please provide the names of all distributors from which Duke Ellington receives their air filters.	The District does not have this information.
29	On average, how many air filters does Duke Ellington use in a year throughout all of their equipment?	The District does not have this information.
30	Please list the number and dimensions of the air filters required for each piece of equipment.	The District does not have this information.
31	Are Security efforts under the scope of the current contract?	Security Guard Services are not required under this scope of work.
32	Are Security efforts under the scope of the new contract? The RFP does not mention whether the Contractor will need to provide a Security Team to guard the entrance or maintain watch over the cameras.	To avoid any potential confusion and without exception, it is essential to clarify that Security Guard Personnel services are not within the scope of this proposed contract. Having said that, both potential Offerors and the awarded Contractor are strongly encouraged to familiarize themselves with the Security System support services delineated in the Statement of Work (SOW).
33	What would be the scope of work and hours regarding the Security Guards?	Security Guard Services are not required under this scope of work.
34	The Site Visit did not include tours of the theater or other theater-related rooms due to class being in session. Please confirm the equipment and products in the Make-Up Rooms or other theater-related rooms are not under the scope of this contract.	Specialized equipment is not included in the scope of work.
35	Please confirm that audio/visual/theater equipment is not under the scope of work for this contract (i.e., sound boards, diffusors, lighting, etc).	Specialized equipment is not included in the scope of work.
36	The Site Visit did not include tours of the classrooms due to school being in session. Is any of the equipment found in the classroom under the scope of this contract, i.e. Smart Boards, projectors, Portable Lap Desks, etc.?	Specialized equipment is not included in the scope of work.
37	Are the Food Warmers in the kitchen under the scope of this contract?	No.
38	Is any kitchen equipment under the scope of this contract?	The Contractor is responsible for the operations, maintenance and repair of the kitchen range hood(s). Please reference section C.5.9.1 of the RFP.
39	Does the Contractor need to supply COVID-19 tests, or is that the responsibility of the school?	The Contractor is responsible for the provision of COVID-19 testing and reporting for it's own personnel.
40	Does the Contractor need to supply hand sanitizer or hand sanitizing stations?	No.
41	Does the Contractor need to supply feminine products for the bathrooms?	No.
42	Please confirm the location of the Underground Storage Tank referenced in the RFP.	LL Boiler Plant and Garage.
43	What is the scope of work pertaining to the Rainwater Cistern? The RFP states that the "Contractor will... maintain rainwater storage systems", however it does not provide language regarding PMs or Reimbursable efforts.	Contractors must refer to the manufacturer's suggested maintenance plan for Cistern Systems and be capable and prepared to perform services necessary to maintain rainwater systems.
44	Please confirm whether maintenance of the Rainwater Cistern is reimbursable.	No, and in accordance with Section C.5.6, maintenance of the Rainwater Cistern is a function of Plumbing Services which is covered by the routine monthly service cost under CLIN 0003.
45	Please provide the name of the incumbent subcontractor responsible for providing Underground Storage Tank Inspections.	The proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.
46	Who is currently responsible for performing Snow and Ice Removal efforts at Duke Ellington?	The Contractor is responsible for snow and ice removal services.
47	Please confirm the number of elevators in the building.	Two
48	Please confirm the Elevator manufacturer.	KONE
49	Please confirm if DCRA has been performing the Roof Inspections, Elevator Inspections and Boiler Inspections under the current contract.	For the avoidance of doubt and not withstanding anything to the contrary, DCRA (Department of Consumer Regulatory Affairs) no longer exists. The previous agency's responsibilities and jurisdiction are now divided between two separate District agencies: (i) the Department of Buildings (DOB) and (ii) the Department of Licensing and Consumer Protection (DLCP). The Property Management Contractor is responsible for following all guidance related to 3rd party and city inspection requirements.

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50	Please confirm if DCRA is providing Security under the current contract.	For the avoidance of doubt and not withstanding anything to the contrary, DCRA (Department of Consumer Regulatory Affairs) no longer exists. The previous agency's responsibilities and jurisdiction are now divided between two separate District agencies: (i) the Department of Buildings (DOB) and (ii) the Department of Licensing and Consumer Protection (DLCP). It's important to note that neither of these agencies is responsible for providing security services.
51	Are Patio Heaters under the scope of this contract?	No.
52	Are Tents, Canopies, and Shelters under the scope of this contract?	No.
53	Please confirm that Roof Anchor testing is not under the scope of this contract.	The awarded Contractor is responsible for all routine operations, preventative maintenance and repair type services at the facility including all roof and roofing system inspections.
54	Please provide the number of Windows and Glass Surfaces found 8' and below from Ground Level that are to be cleaned and maintained.	The proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.
55	Please provide the number of incidents over the last five years where the Contractor was required to replace a lost key and rekey the locks within the school.	The District does not have this information.
56	Can DGS confirm if there are repairs that need to be made to the Green Roof at Duke Ellington?	The District does not have this information.
57	Can subcontractors schedule further site visits with DGS to see the equipment under the scope of the contract?	No.
58	Please provide Inspection Testing Reports for all Life Safety Equipment.	The proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.
59	What is the make and model information of the Cooling Towers?	Cooling Tower information was provided on the Equipment List. Please refer to the Equipment List for this information.
60	What is the total tonnage, operating timeframe, make up water usage, and volume of the Cooling Towers?	Available information regarding Cooling Tower was provided on the Equipment List. Please refer to the Equipment List for this information.
61	Please provide the number of closed systems and volume.	Please refer to the provided equipment list.
62	Does DGS own the Water Treatment Equipment or is it owned by others?	DGS owns the water treatment equipment.
63	What kinds of Water Treatment Equipment are onsite?	Please refer to the provided equipment list.
64	How many legionella tests are to be performed each year?	For the avoidance of doubt and not withstanding anything to the contrary, the Contractor shall perform all water testing requirements spelled out within the Scope of Work and as reasonably inferred in accordance with all federal, state and local government requirements. In accordance with Section C.5.6.2.9 (k.) the contractor shall Ensure that one hundred percent (100%) of the time all legionellae colony counts are kept below the allowable range as established in the Water Treatment Program.
65	Please confirm the number of cooling towers.	Please refer to the provided equipment list.
66	Please provide the tonnage of the cooling towers.	Please refer to provided equipment list for manufacturer information.
67	Can you advise if the site has any chillers? How many? What is the chiller tonnage and when do they run during the year?	Please refer to provided equipment list for manufacturer information.
68	Can you advise if the cooling tower runs all year long, or is it drained? When is it drained?	Please refer to provided equipment list for manufacturer information
69	How old is the water treatment equipment?	All facility equipment was installed during the 2017 construction of DESTA.
70	Should the water treatment vendor provide in their bid price - new, "up to date" equipment - controls, pumps and double wall containment tanks?	No.
71	Can you provide the last 1-2 years water make-up water for ONLY the cooling tower system?	The proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.
72	Can you confirm the system water volume for the chilled water and heating HVAC water?	The District does not have this information.
73	Are any of the closed loops filled with GLYCOL?	No.
74	Are there chemical pot, filter feeders for the chill and heating closed loops?	Yes.
75	Can you provide chill and heating water loop system volumes?	Please refer to provided equipment list for manufacturer information.
76	There are no coupon racks for open or closed loops on the equipment list provided; does the vendor need to provide pricing for 3ea. coupon racks (2ea. Schedule 80 PVC for open loop and chill loop, 1ea. steel rack for hot water loop)?	Coupon racks are installed.
77	Does the current water treatment vendor provide Legionella testing quarterly, semi-annually or annually?	The proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.
78	Can you provide the latest service report from current water treatment vendor?	The proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.
79	Can you provide the latest Legionella testing results done by the current vendor?	The proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.
80	Please provide the total number of fire extinguishers at Duke Ellington.	The proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.
81	How many smoke exhaust or stairwell pressurization systems are there? These are generally tested semi-annually, please confirm.	The proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.

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NO.	QUESTION	ANSWER
82	Please clarify what should be included in the "attic stock" mentioned in C.5.9.3.3.	This is at the discretion of the Contractor, per the requirement as listed in Section C.5.9.3.3 where it is stated that the Contractor shall maintain an adequate stock of all operating supplies and consumables such as spare sensors, packing, lubricants, rags, cleaners, and batteries, reflective of the number provided as attic stock at the beginning of the Contract.
83	Please provide a list of types and number of sprinkler systems.	Building documents will be provided upon contract award.
84	Is maintenance for the kitchen hoods and extinguishers included in the scope? If so, please provide counts.	Maintenance of Fire Extinguishers is required to the extent as stated in the RFP. Additionally, as stated in Section C.5.9.1 the Contractor shall maintain a good working knowledge of any additional Facility Fire Protection Systems covered including sprinkler systems, fire pumps; smoke control, stairwell pressurization, and kitchen hood systems. Any additional proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.
85	Please provide a count for expander panels.	Please refer to the provided equipment list for expander panel information.
86	Please provide pull station count.	Please refer to the provided equipment list for pull station information.
87	The RFP states that equivalent qualifications to NICET/ NETA certifications are acceptable. Will Master Electricians be acceptable alternatives to NICET/NETA certified electricians?	Please refer to the guidance as provided in Section C.5.2.2.5 of the RFP. For the avoidance of doubt and notwithstanding anything to the contrary, all service and testing technicians shall be certified by the National Institute for Certification of Engineering Technologists ("NICET"), International Electrical Testing Association NETA, or an equivalent institute or association acceptable to the COTR; and personnel that are not NICET or NETA certified shall have equivalent qualifications that are acceptable to the COTR.
88	Please provide the make, model, and serial number of the generator.	Please refer to the provided equipment list. Additionally, building documents will be provided upon contract award.
89	Are there any UPS systems in the building, and if so, is maintaining them the responsibility of the awarded contractor?	Yes. Please refer to Section C.5.4.1 of the RFP and also to the provided equipment list. Additionally, building documents will be provided upon contract award.
90	Since there is a separate company that provides janitorial services for the theater room, how will we determine who provides which services or determine who does what as far as janitorial tasks? Since we will be providing our own services we will follow the RFP?	Contractor is responsible for maintaining the cleaning standards for the entire facility. DCPS is available to augment cleaning standards, however the Contractor should price janitorial services as if providing services for the entire facility.
91	Can you elaborate on the requirement for the Contractor to stock replacement parts and materials on-site and the process for getting these items approved by the COTR?	Please refer to the specific information provided in Section C.5.2.1.10 of the RFP, and all other references in the RFP with regard to replacement parts and materials.
92	How does the Contractor handle equipment with multiple associated equipment numbers during the tagging process?	Please refer to Section C.5.2.2.9.5.5 of the RFP.
93	What flexibility does the COTR have in directing changes to environmental standards to ensure tenant comfort?	The COTR can make changes as necessary. However, the COTR works closely with the school to ensure all parties are in agreement with decisions.
94	Please provide the paper/consumable products that are currently being used.	The District does not have this information.
95	Please provide any historical data available regarding the usage amount of all consumable products.	The District does not have this information.
96	Is there storage capacity for large janitorial equipment (e.g., Floor Scrubbers, Wet/Dry Vacuums, Utility Carts, etc.)?	Yes, onsite storage is available.
97	Please clarify the hours and shifts that the janitorial services are to be provided.	Day Shifts should start at 7AM. Evening Shifts should start at 5PM.
98	It was mentioned in the walkthrough that janitorial services are provided by a combination of DCPS janitors and contractor employees. Please provide the services or areas that the contracted services are responsible for on each shift.	Please bid as if the Contractor is providing all janitorial services for the school. Typically, DCPS assists with 30% to 40% percent of the facility cleaning. However, the Contractor needs to price, and be prepared to provide services when and where required.
99	Since these duties are shared, please provide the number of employees needed by the contractor on each shift.	Skilled Labor Staff will need to consist of a minimum of a Third Class Engineer Labor, a Maintenance Tech, and a Helper will be needed. Other staff members will be at the discretion of the COTR.
100	We noticed that there were automated hand dryers in the restrooms that we were allowed to see, but no paper towels. Is this consistent throughout all restrooms? Please confirm.	Paper towels are provided for staff bathrooms only.
101	Please provide square footage of the building.	260,000
102	Please provide the floor types and the square footage of each type (e.g., Terrazzo, VCT Tile, Carpet, etc.)	Building drawings will be available upon contract award.
103	Please provide the square footage of the exterior windows?	The District does not have this information.
104	C.5.2.2.8 Equipment Inventory the equipment inventory list does not include any electrical service equipment (I.e., Electrical Distribution System, except for the emergency generator. Question Can you provide an equipment list for the electrical distribution system and lighting?	The District does not have this information.
105	C.5.4.1.1.2 Thermographic Scanning of Electrical Equipment page 61 Question: When was the last Thermographic performed?	2021
106	C.5.4.1 Electrical Distribution System Question: When was the last Switchgear maintenance performed	2022
107	C.5.4.3 Lamps and Ballasts Question: Can the district provide the lighting schedule; it was not included in the equipment list?	The District does not have this information.
108	Question: What source of energy is used for the emergency generators?	Gas
109	C.5.8.1 Building Automation Systems("BAS") Question: Who is the manufacturer of the BAS?	Please refer to the provided equipment list. Additionally, building documents will be provided upon contract award.

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110	C.5.5.2.4 Pump Alignment Question: When was the last Pump Alignment conducted?	2023
111	C.5.5.3 Terminal Boxes Question: How many terminal boxes are there and are the terminal boxes filtered?	Information regarding the requirement for Terminal Boxes is stated in section C.5.5.3 of the RFP. Additional proprietary information regarding Terminal Boxes will be provided upon contract award.
112	C.5.6.5.1 Rainwater Cistern and Grey Water Systems Question: Is there a rain harvesting system, if so can you provide mfg., and details?	The proprietary information will be provided to the awarded Contractor after the award has been granted, and it will be shared during the transition phase.
113	C.5.6.2 Water Treatment Program Question: Are there currently coupon racks?	Yes.
114	C.5.6.2.7.1 Weekly Testing (Field Test) Question: Tests are scheduled to be done weekly, but paragraph .1 requires results to be entered on a daily basis. Please clarify	Testing should occur on a daily basis, however the record and results of such tests are to be submitted weekly.
115	C.5.6.2.13 Hardware and Software Question: Is hardware and software currently installed? Question: What are the tonnages of each cooling towers and how many systems are there?	Available information is provided on the equipment list.
116	C.5.7.1.1.1.2 Elevator Safety Tests Question: When was the five-year safety test performed?	2022
117	Question: Can the district provide the number and type of the fire extinguishers not included in the equipment list?	The District does not have this information.
118	Question: What is the make and model of the fire alarm panels?	Available fire alarm information is provided on the equipment list.
119	Question: How many sprinkler heads are there? How many sprinkler inspections are required annually?	Available sprinkler information is provided on the equipment list.
120	Question: Please provide the make, mfg., GPM, and size of the fire pumps.	Please refer to the provided equipment list. Additionally, building documents will be provided upon contract award.
121	Question: How many stairwells and standpipes are there?	The District does not have this information.
122	Question: How many pull stations are there?	Available pull station information is provided on the equipment list.
123	Questions: How many pre-action systems are there?	Available fire suppression information is provided on the equipment list.
124	Question: Are there any Ansel systems?	Available fire suppression information is provided on the equipment list.
125	Question: Does the site have in place a Fire monitoring system with a direct line to DC's Fire department or is the contractor responsible for maintaining monitoring system and a direct line?	Yes, the fire monitoring system dials out to DC's Fire Department.
126	Question: What maintenance is the contractor responsible for in the school's kitchen – is the contractor responsible for the Fire Life Safety hood and duct?	Contractor will be responsible for fire suppression for the kitchen hood, but not for maintenance of the kitchen hood.
127	C.5.13.9 Green Roof Question: Can the district provide the size of the green roof?	The District does not have this information.
128	C.5.13.10 Irrigation Systems Question: is there an irrigation system?	No.
129	C.5.16.3.2 Underground Storage Tanks Question: Are there any underground storage tanks, if so what is the purpose and size?	Storage tanks are for the grey water system. Size information will be provided with building documents upon award.
130	Question: Is the contractor responsible for the maintenance of the Public Address systems or clock systems? If so, what are the manufacturer names and model numbers, service points, number of units, etc.?	The Contractor is not generally or regularly responsible for this item, however upon request from the COTR, this may be requested and processed as a reimbursable item.
131	Question: describes the requirements for mobile communication equipment. Can you identify which cellular provider gets the best reception in all areas, including the basement of the school?	The District does not have this information.
132	Question: Is there any attic stock on site? If so, what is included?	Yes, attic stock is available. However the Contractor will need to take inventory of what needs to be replenished.
133	Question: Are there kitchens that need pest control maintenance?	The full facility requires pest control maintenance.
134	Question: Is the contractor's responsibility regarding making needed keys? Will the contractor be provided with the authorization letter to make needed keys, or does the contractor have to get key blanks from the COTR?	Please refer to section C. 5.15 [Locksmith Services] of the RFP.
135	Question: Can the district provide a list of items under warranty, including the expiration date of the warranty.	This information will be provided post award.
136	Question: What is the contractors' responsibility for the school's audio-visual equipment and systems? If the contractor is responsible, please supply the equipment list and maintenance specifications	The Contractor is not responsible. However, at COTR's discretion, services may be requested on a Time and Materials basis pursuant to the Owner Director Allowance (in accordance with Section Section C. 5.20)
137	Question: What is the contractors' responsibility for the school's Public Announcement (including clocks), equipment and Systems? If the contractor is responsible, please supply the equipment list and maintenance specifications.	The Contractor is not responsible. However, at COTR's discretion, services may be requested on a Time and Materials basis pursuant to the Owner Director Allowance (in accordance with Section Section C. 5.20)
138	Question: What is the contractors' responsibility for the school's whiteboards?	The Contractor is not responsible. However, at COTR's discretion, services may be requested on a Time and Materials basis pursuant to the Owner Director Allowance (in accordance with Section Section C. 5.20)
139	Question: What is the contractors' responsibility for the schools' theater equipment and systems (including the lift, black box studio, theatrical lighting, sound board)? If the contractor is responsible, please provide who installed it and the required maintenance specifications	Contractor is responsible for lighting throughout the facility the facility, with regard to light bulbs and maintenance. Additional information will be provided upon contract award. For the avoidance of doubt and not withstanding anything to the contrary, the Contractor is only then responsible for theater equipment and systems upon request from the COTR.
140	Question: During school performances, what are the responsibilities of the contractor?	DCPS Staff will be primarily responsible for services during school performances. However, Contractor should be on stand-by to provide any supplemental services that may be required.
141	Question: Is the contractor responsible for the operations of sound systems, curtains, and other performance equipment and systems?	The Specialized Theatrical equipment is not included in the scope of work.

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142	Question: Will the school have summer school? What will be the summer schedule?	Yes, there will be summer school, at the discretion of DCPS.
143	C.5.2.1.5.p - Building Operating Plan says that the BOP, which must be submitted within 10 days of contract award, shall include a Contingency Plan. C.5.2.1.5.2 states that the Contingency Plan must be submitted within 30 days of contract award Question: When must the contingency plan be submitted?	Please see Addendum No. 04, Item No. 2 Both the BOP and Contingency plan shall be submitted within 30 days of award.
144	C.5.2.2.1.1 Initial Deficiency List Question: For those systems or systems elements that are seasonal or otherwise not operating during the period of development of the IDL, will there be an extended period for which the contractor does not have liability for repairs?	No.
145	C.5.2.19.7.1 Vandalism Repairs Question: Please confirm that the contractor will be fully reimbursed for vandalism repairs on a Time and Materials basis, and that the \$1500 threshold will not apply to vandalism repairs.	This is dependent in the repair. If the contractor is contracionly obligated for the equipment the District will not reimburse for that repair. The District does not reimburse the \$1500 deductible.
146	C.5.2.2.1.1 – Initial Deficiency List Question: Please confirm that reimbursement for items on the IDL is not subject to the \$1500 threshold.	All supplemental repairs are subject to the \$1500 threshold.
147	C.5.2.2.1.7.2 – Labeling Deficiencies Question: Please confirm that correction of labeling deficiencies is not subject to the \$1500 threshold.	The Contractor is responsible for labeling.
148	C.5.3.1.4.b, Non-Emergency Service Calls: “. If the request for service is made on a day,...” Question: Are there one or more words missing from this phrase?	Please See Addendum No. 04, Item No. 03 b. Respond within twenty-four (24) hours notification of the request or the next business day during Normal Occupant Working Hours. If the request for service is made on a Friday, the Contractor shall respond no later than the following Monday, unless Monday is a District Holiday, in which case, Tuesday would be the deadline for responding to the call.
149	C.5.4.1.2 Uninterruptible Power System (UPS)- Question: Is the contractor responsible for UPS? If so, please provide the equipment information.	Please refer to the provided equipment list. Additionally, building documents will be provided upon contract award.
150	C.5.10.1.1.3.d Painting “The Contractor will completely paint (wall to wall) all common areas and restrooms annually or if more frequently directed by the COTR.” Question: Will more frequent performance be fully reimbursable?	No.
151	C.5.12.1.4.g.11 states that: “The Contractor shall provide modern state-of-the-art waste removal equipment.” 4 Question: Inasmuch as this contract does not include Waste Management, Is the contractor required to provide waste removal equipment? Please clarify	No.
152	C.5.12.1.4.g.12 Waste Removal Scheduling and Reporting Question: Inasmuch as this contract does not include Waste Management, Is the contractor required to schedule and report on waste management? Please clarify.	No.
153	C.5.12.3 Special Cleaning Requirements Question: Please describe any special cleaning requirements.	Please See Addendum No. 04, Item No. 4
154	C.5.12.4.1 Utility Work/Emergency Janitorial Requests Question: Please confirm that Utility Work/Emergency Janitorial Requests undertaken outside of Normal Working Hours will be separately compensated and not subject to the \$1500 threshold.	No, all services are covered under the fixed monthly services cost.
155	C.5.12.4.3 Support Services Question: Please confirm that Support Services undertaken outside of Normal Working Hours will be separately compensated and not subject to the \$1500 threshold.	No, all services are covered under the fixed monthly services cost.
156	C.5.16.1.1 LEED... Certifications states that “in the event of any conflict...the LEED standard shall control...”. Question: Section I.18 Order of Precedence does not include LEED certification standards. Please clarify	Section I is not the space where the Department would list LEED certification, however please be aware that in the event of anything to the contrary, LEED certification will take precedence as stated in Section C.5.16.1 of the RFP.
157	C.5.19.1.1 Staff – “...and shall hold the district harmless for any action on its part or that of its employees or subcontractors, which results in illness, injury, or death.” Question: Does “its” in this requirement refer to the Contractor, or is the Contractor required to hold the District harmless for actions on the District’s part?	The Contractor is to hold the District harmless for anything that the Contractor (or its employees or subcontractors) does that results in injury, illness or death. The District cannot be held responsible for actions of the Contractor (or the people the contractor controls) that cause harm. In accordance with the Standard Contract Provisions for Suupplies and Services, Article 09.
158	C.5.19.3.2 states “Normal Occupant Working Hours for the Facility are listed in Section C.3.1.49.” Question: What are the Normal Occupant Working Hours?	Operating hours are typically 7am - 6 pm, however this may vary depending on the school event schedule. Please see the update to this in Addendum No. 04, Item No. 5
159	C.5.19.4.4 provides for the requirement to provide services during periods of dismissal or emergency, including the possible requirement to have all Contractor personnel report immediately to the site. Question: Please confirm that such situations will be handled as reimbursable services.	No, these serviable are not consider as reimburseables.
160	C.5.20.1.2.c Supplemental Replacement Services: “Emergency Services performed outside of hours of operation will be fully reimbursed to the Contractor.” Question: Does this mean that emergency services performed outside of hours of operation are not subject to the \$1500 deductible threshold?	For the avoidance of doubt and not withstanding anything to the contrary, only such services deemed as Supplemental T&M services will be reimbursed by the District after the application of the \$1,500 deductible threshold.
161	Section J lists the attachments and exhibits associated with this RFP. However, Attachments a.6 and a.7 are not included on the DGS link for this project. Question: Will a.6, a.7 and a.12 be posted for the use of offerors?	The Potential Offerors are required to provide copies with its proposal submission copies of its (i) Certificate of Clan Hands - Attachment A.6 and (ii) active/current Business License - Attachment A.7.

Property Management Services for Duke Ellington School of the Arts

ADDENDUM NO. 05 - EXHIBIT A

NO.	QUESTION	ANSWER
162	Attachment E.4 Price-Cost Schedule - The extension column on OYs 1-4 does not contain a formula. The table is protected; the offeror cannot insert the formulae. Question: Will a revised Price-Cost Schedule be released	No a revised bid from will not be provided and to eliminate any potential confusion and without exception, Potential Offerors are only required to furnish fixed monthly or hourly rates for the Base Period and each subsequent Option Year. Please input these rates into the designated columns and cells highlighted in a pale yellow shade. It's important to note that the Bid form worksheets are equipped with formulas to automatically calculate the extended costs.
163	How many O&M and janitorial staff currently work in the building? Engineers? Maintenance Workers? Janitors?	The District does not have this information.
164	Are any on-site staff members part of the union? If so, please provide the number of staff, titles and CBA.	There are no union staff members.
165	What are the current building deficiencies?	The District does not have this information.
166	How many students/staff occupy the building daily?	500 to 600