

Contracts & Procurement

Request for Proposal (“RFP”)

DCAM-24-NC-RFP-0007 | Property Management (PM) Services for Roosevelt Senior High School

Addendum No. 01

Issued: August 15, 2023

This Addendum No. 01 is issued by DGS on August 15, 2023. Except as modified herein, the Request for Proposal (“RFP”) remains unmodified and is hereby published on the DGS website.

Item No. 01

Pre-Proposal Conference

Add/Incorporate:

A virtual pre-proposal Webinar conference will be held at **3:30 p.m. on Thursday, August 17, 2023**, via the Districts’ Cisco Webex platform. Prospective offerors will be given an opportunity to ask questions regarding this solicitation at the webinar conference. The purpose of the conference is to provide a structured and formal opportunity for the District to accept questions from offerors regarding the solicitation document as well as to clarify the contents of the solicitation. Attending offerors **must pre-register to attend** the conference so that their attendance can be properly recorded.

Event Registration:

Potential Offerors shall pre-register to attend the pre-proposal Web-x Conference.

<https://dcnet.webex.com/weblink/register/rbe9fcb2bb186c8a13068eac8dfb7a66f>

Meeting link:

<https://dcnet.webex.com/dcnet/j.php?MTID=m6e881cf190c5f5d5ec0951ceff4ff9e9>

Meeting No.: 2316 188 8796
Event Password: MSh5CYdPm58 (Case Sensitive)
Join by Phone: +1-202-860-2110 United States Toll
(Washington D.C.)
1-650-479-3208 Call-in number (US/Canada)
Access Code: 2316 188 8796

Item No. 02

Facility Site Visit

Add/Incorporate:

L.19 The District will host a facility site visit at **10:00 a.m. on Tuesday August 22, 2023**. We will meet in the front lobby of the school.

Roosevelt Senior High School

4301 13th Street, NW, Washington, D.C. 20011

L.19.1 Each Offeror is encouraged to attend the site visit hosted by the Department for this Facility. The facility site-visit will offer potential Offerors an opportunity to determine size and site conditions. The act of submitting a proposal is to be considered acknowledgement by the Offeror that they have visited the site, taken measurements and are familiar with the conditions and requirements affecting the work. Failure to do so will not relieve the successful Offeror of his/her obligation to furnish all materials and labor necessary to carry out the provisions of the contract and to complete the work for the consideration set forth in this submission.

L.19.2 No plea of ignorance of conditions that exist or may hereafter exist on the site of the work, or difficulties that may be encountered in the execution of the work, as a result of failure to make necessary investigation and examination, will not be accepted as an excuse for failure or omission on the part of the Offeror to fulfill in every detail all requirements set forth herein.

Item No. 03

Explanation to Prospective Offerors

Add/Incorporate:

L.5 If a prospective offeror has any questions relating to this solicitation, the prospective Offeror shall submit the question(s) to the attention of Senior Contract Specialist, Carla Haynes through the Department's QBSP system (Instructions for use of the portal can be found in **(Attachment A.10)**). The prospective Offeror should submit questions *no later than close of business on Tuesday August 22, 2023*, (9)-days prior to the closing date. The District may not consider any questions received less than nine (9)-days before the date set for submission of proposals. The District will furnish responses via addenda issued to the solicitation and posted to the Department's Solicitation Web page found at <https://dgs.dc.gov/page/dgs-solicitations>. An amendment to the solicitation will be issued only if the CO decides that information is necessary in submitting offers, or if the lack of it would be prejudicial to any prospective Offerors. Oral explanations or instructions given by District officials before the award of the Contract will not be binding.

All other terms and conditions remain unchanged.

Domonique L. Banks

Domonique L. Banks
Contracting Officer
Supervisory, Contract Specialist

August 15, 2023

Date

~End of Addendum No. 01~

