

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



Addendum No. 6

To

Request for Proposals (“RFP”) No. DCAM-21-CS-RFP-0016

ARCHITECTURAL/ENGINEERING SERVICES FOR NEW YORK AVENUE

SHELTER

Issued: January 20, 2022

This Addendum No. 6 is issued on January 20, 2022. Except as modified hereby, the RFP remains unmodified.

Item #1: Responses to the Request for Information (RFI):

Refer to next pages

Item #2: Paragraph A.3 and Paragraph B of the statement of Work (SOW) are revised:

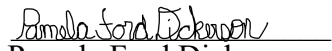
Refer to next pages

Item #3: DC Animal Shelter Drawings:

Drawings can be accessed via below link

(https://dcgovict-my.sharepoint.com/:b:/g/personal/obaidullah_ranjbar_dc_gov/ERyo1KsYSvZPjM4ZdzH8CZoBC8B-x9EsvJ_3P_pVVqwurA?e=zMNBj4)

By:


Pamela Ford Dickerson
DGS Contracting Officer

Date: 01/20/2022

End of Addendum No. 6

Request for Quotation (RFP)

New York Avenue Shelter

Questions & Answers Spreadsheet

No.	Questions	Department Responses
1.	Confirming the 100-bed hypothermia area is in addition to the 360 beds defined in the program?	Yes, the 100-bed hypothermia area is in addition to the 360 beds defined in the Program. The required 100 hypothermia beds are cots that will be placed at night in the day-time common space.
2.	Can the multi-purpose space be the same as the lobby/queuing area?	No, it needs to be a separate space. The multi-purpose space is to be used for trainings, meetings, and similar activities.
3.	Are all programs (Working, Seniors, Health Clinic, Low Barrier, Daytime Service Center) to remain separate within the building? Which programs can comeingle with the others in the shared spaces?	The Health Clinic and Respite Area can comeingle. All other programs shall be separate.
4.	Is the Daytime Service Center going to service the Senior, Workman and Low Barrier populations?	Daytime Service Center is intended to service anyone including the homeless population not residing at the shelter. It should be able to accommodate 100-150 people.
5.	For the Training program, Attachment A mentions "Barber, Culinary, etc." what are other vocations are included in "etc."?	These are the two vocational programs that DHS has included at another facility, very similar to this. Also being considered is a space for a clothing boutique. If there is an opportunity for another program, then it could be considered.
6.	Attachment A states laundry is only available to 'residents'. Which groups does that include?	There should be separate laundry facilities for residents and staff. Laundry is available for all clients.
7.	The RFP states "Each pod will contain standardized clusters of beds that can be assigned and will have nearby shared support spaces such as lounges and toilet/shower facilities." Does this mean each 10-12	Each program should have its own shared lounge(s) and toilet/shower facilities on the floor, not in the dorm.

	<p>bedroom should also have lounges and toilets OR each program i.e. Working should have one for all residents within that pod?</p>	
<p>8.</p>	<p>The RFP states "client dormitories within the New York Avenue Shelter will be arranged in modular pods based upon the <i>specific needs</i> of the designated populations to be accommodated and to maximize operational efficiency." What are the <i>specific needs</i> of each of the 5 populations?</p>	<p>(1) Outlet behind each bed</p> <p>Respite:</p> <ul style="list-style-type: none"> • Higher Beds with more Space in-between • (2) Restrooms within the space – (1) powder room (1) restroom with shower <ul style="list-style-type: none"> • Individual lighting controls <p>Senior:</p> <ul style="list-style-type: none"> • Higher Beds with more Space in-between • (2) Restrooms within the space – (1) powder room (1) restroom with shower <ul style="list-style-type: none"> • Individual lighting controls <p>Work Bed:</p> <ul style="list-style-type: none"> • Community restroom with showers • (1) Gender Neutral Restroom <p>Day Program:</p> <ul style="list-style-type: none"> • Community restroom with showers • (1) Gender Neutral Restroom <p>Low Barrier:</p> <ul style="list-style-type: none"> • Community restroom with showers • (1) Gender Neutral Restroom

9.	Can you please define what the Workman Program is?	The Workman Program’s primary objective is to assist men in sustaining employment and moving into permanent housing. Program participants must be willing to accept case management services, meet with case management staff weekly, develop and follow an Individualized Service Plan (ISP). Clients must also be employed at least twenty (20) hours per week or enrolled in a job training program.
10	In the dining/kitchen/multi-purpose room you specify a capacity of 75-100 people than in the training, you specify the multi-purpose space can hold 50-75 people. Can you confirm if these spaces overlap or if two multi-purpose spaces are required?	The Dining Room needs to be separate. The multi-purpose room may overlap with the day center/training areas. The multipurpose room needs to hold 100-150 people. Training needs to hold 50 people.
11	Will the services of geotechnical and environmental engineers be required for the project?	Yes. The Architect/Engineering firm is to utilize all design and technical resources necessary to provide a complete design for a first-class facility.
12	Property Quest and Scout both indicate this is Federal Land. Does DC currently own/have jurisdiction over this property?	The District of Columbia has jurisdiction on portions of the property. Outside legal services will be procured by the District to assist/address all jurisdiction and zoning issues.
13	The lot extends across/on Brentwood Parkway to the SW. Is a curb cut and site access from Brentwood Parkway an option?	A curb cut and site access is not an option from Brentwood Parkway.
14	The project site is a parcel zoned RF1: Is a BZA action required? The schedule does not reflect this.	BZA action maybe required. Outside legal services will be procured by the District to assist/address all zoning issues and approvals.
15	Is legal representation for rezoning to be part of the A/E team scope?	No. Outside legal services will be procured by the District to assist/address zoning issues and approvals.
16	Is a subdivision or land transfer required for this site? If so, will that be part of the A/E team scope?	Outside legal services will be procured by the District to address all subdivision and land transfer issues.

17	Is a HAZMAT / Phase 1 study available for the existing animal shelter?	A HAZMAT / Phase 1 Study is not available for the existing animal shelter.
18	Is it correct that most deliveries to the site, be it food service or client belongings, will be by vans up to the size of 15 passenger so that the proposed design should not take into consideration delivery by larger vehicles?	For the most part a 15-passenger van will be utilized for food and client transportation. However, a loading dock would be required for larger vehicles to accommodate furniture delivery, service vehicles, etc.
19	Are any existing drawings or surveys available for the site?	Available drawings shall be included with this amendment.
20	It is understood that queuing on evenings can be large (up to 50-70 people). Is the intent to have this queuing area indoors and conditioned, outdoors under cover of a canopy, or other built element?	The queuing should include both an indoor area and a covered canopy for the outside to protect residents from the elements.
21	Should a kitchen consultant be part of the A/E team?	Yes, a kitchen consultant will be required for the design.
22	Is the emergency hypo/hyperthermia 100 bed program intended to have a max. number of beds to a room or space?	No, there is just a need to be able to accommodate 100 beds for emergency hypo/hyperthermia. This space should be accommodated in common space that is used during the day. The expectation is not to add additional square footage to accommodate hypo/hyperthermia beds.
23	Is this an all men's or mixed facility? It was noted that the possibility of mixed facility was possible: where/how do you want this accommodated?	The entire facility shall be designed to accommodate women and men. Each space should be designed flexible to accommodate both genders. i.e., no urinals, just bathroom stalls and multiple bathrooms on each floor. No large congregate bathrooms.
24	Will a gender nonconforming bed/bathroom/shower element need to be considered in the program?	Yes, each pod/ program should have one if located in different areas.
25	To what extent are FFE services to be part of A/E team scope?	FFE services are included in the statement of work for the A/E team. See the modified Statement of Work.

26	Can the building be larger than 80,000sf if it is discovered in programming that you need more space? Clarify the 1400 sf storage use. Is it for building supplies or maintenance or storage for the clients' property? (should space for growth of this item be included?)	The building can be larger than 80,000 square feet if it is required for the program. The 1400 square foot storage space is to be used for storing clients' belongings during their stay at the facility, building supplies, maintenance, and environmental storage. Additional space for growth is not anticipated at this time.
27	Can DHS define what is 'program' space?	Program Space is defined as a space that holds the ability for clients to develop skills or receive services. This may be executed by counseling, case management, a clinical area, a computer lab and a space to hold trainings/meetings.
28	Is it DHS' intent to have each of the distinct programs completely separate from each other?	Yes. The Administration office space, case management space and multifunctional space can be combined.
29	RFP section A.8 Estimate Project Schedule indicates Submit Bid and Permit Set submittal to happen simultaneously. Section B.3.3 indicates "A/E shall obtain full approvals of the construction documents from DCRA, prior to releasing the Final documents for bid." These directives seem to conflict, please clarify.	The RFP Documents for Construction Services will be developed using the Bid and Permit Set documents. At the same time, the set will be going through final approvals by the various regulatory agencies and utility companies. It is anticipated that after the 35% Schematic Design submission is accepted by DGS, the documents would then be provided to the various agencies and utility companies for guidance and tentative approvals ending with Building Permit issuance.
30	Section B.3.3 indicates "An allowance is included for the A/E to pay for all permit fees and utility costs during the design phase." Is the intent for the A/E allowance to cover utility permit fees, not utility costs? Please clarify.	The allowance is to cover all fees and other costs associated with developing demolition and design documents for the project.
31	Section B.3.6 indicates "The District will provide the A/E access to the DGS Project Team application," and "The A/E shall upload the permitted drawing set to Project Team." Can DGS Project Team application also be used to submit electronic copies to DGS in lieu of the USB drives indicated in B.3.4 and/or the FTP site indicated in B.1.6, or any other electronic delivery?	DGS ProjectTeam application is the primary method of transmitting drawings and other information. The FTP site is to be used as an alternative for any team member that may not have access to ProjectTeam.

32	I was under the impression that the site information was in the RPF. I looked through everything but did not see any record plat or civil drawing. Did I miss something or is that currently being made available to the bidders?	Plat information for the site is publicly available or can be obtained from the DC Surveyor's Office. Drawings of the existing animal shelter shall be provided.
33	Is the Shelter intended to be for any particular group? The 801 E. Shelter is for "men" only. Will this shelter be for individuals, families and a mix of genders? The Attachment A – Programmatic Requirements states under the Day Program section that "men cannot access bedrooms they have not been assigned. However, in the next section under Bathrooms, it states the "Shower area should include (bath + clothes changing area) to accommodate both men and women". Please clarify who the users will be for this shelter.	<p>The 801 East shelter was designed to sleep women if the need arises.</p> <p>The 801 East Day Center has been designed with the expectation that both men and women will occupy on day 1.</p> <p>The New York Avenue Shelter is intended to be flexible so that if the program changes and decides to serve both MEN AND/OR WOMEN the facility can support it.</p> <p>The New York Avenue Day Center shall be designed with the expectation that both men and women will occupy on day 1.</p>
34	Section A.3 states that the A/E firm will "obtain the general building permit for the project. The fee for the building permit will be reimbursed to the A/E at cost. What is the anticipated cost of the building permit and how long will it take for DGS to reimburse the A/E firm?	<p>The cost of the building permit is determined by the District's Department of Consumer Affairs.</p> <p>The A/E will be reimbursed via a payment request submission and the District's Quick Payment Act requires a payment to be issued within 30 calendar days, excluding holidays, after receipt of a proper invoice.</p>
35	The RFP states in Section B.1.4 Design Development, that the A/E firm will provide "MEP & Structural design drawings". It is unclear in the RFP, which subconsultants are to be provided by the A/E firm. Please clarify what services are required of the A/E firm in addition to Architecture, MEP, and Structural Engineering. Is it intended that the A/E firm include the following and are there any other services required? a. Civil Engineering & Survey b. Dry Utilities	Yes. The Architect/Engineering firm is to utilize all design and technical resources necessary to provide a complete design for a first-class facility that satisfies the program requirements.

	<ul style="list-style-type: none"> c. Landscape Architecture d. Sustainable Consulting e. Fire Protection f. Code Analysis g. Data/IT/Security h. Traffic i. FF&E 	
36	Furniture Fixtures & Equipment design/procurement was not included in the RFP. Please confirm that the costs of providing all of the design, procurement, installation and the costs of all items (likely to be \$1.5mm) is part of the \$27,000,000 construction budget.	Fixture, Furniture and Equipment design is included in the RFP. The Statement of Work has been modified accordingly.
37	The stated construction budget in the RFP is \$27,000,000. The 2022 DC Budget shows \$29.7mm in approved funding for construction and the total requested funding of \$41mm. Based on DGS's experience building similar shelters and recognizing the inflated costs of construction, is the budget going to be revised? If so, what is the expected budget going to be?	The current construction budget for the project is \$27,000,000.00 as stated in the RFP.
38	A/E firms generally do not include environmental studies, due to liability reasons. Are there environmental reports for this site? Will these be provided by DGS?	There are no geotechnical reports available for this site. The A/E is to prepare all reports necessary to provide a full design, resulting in approved construction documents.
39	A/E firms generally do not include Geotech services, due to liability reasons. Will DGS provide Geotech reports for the site?	There are no geotechnical reports available for this site. The A/E is to prepare all reports necessary to provide a full design, resulting in approved construction documents.

40	There is no mention of LEED or Green requirements. What is the goal for the project?	The goal for this project is to achieve LEED Gold. The Statement of Work shall be modified to reflect the LEED certification requirement.
41	Section B.2.7 states that the A/E firm shall “Obtain Final Sign-off of Certificate of Occupancy at DCRA. Generally, this is done by the General Contractor. What is the purpose of having the A/E firm do this?	The A/E firm shall be responsible for assisting the general contractor in preparing documents required for obtaining a permanent Certificate of Occupancy.
42	Section D.3 Evaluation and Selection Criteria states that the Design Approach and Manage Plan are worth 20 points. Section 3.5 states that the Design Approach and Management Plan is worth 30 points. Please clarify the value of the Design Approach and Management Plan.	Acceptability of Design Approach and Management Plan are worth 30 points.
43	The project site is currently owned by United States of America and not DGS. Will this site still be under federal government or will it be transferred to DC DGS. Which federal agencies will the building approvals be required from other than the standard DC agencies?	Outside legal services will be procured by the District to assist/address all land transfer and District use issues.
44	The parcel spans over two plots separated by a major road, is Brentwood Park considered to be a part of development or will it be excluded.	Brentwood Parkway will not be considered as part of the development
45	Since there is a special requirement from zoning to building an institutional building. Please explain how this process will be handled and the anticipated time it will require. Please include the expectation of the A/E firms involvement beyond the necessary design documents needed to inform zoning of the plans.	Outside legal services will be procured by the District to assist/address all land transfer and District use issues pertaining to this project.
46	Does the owner have survey or existing conditions drawings of the site?	All drawings available, showing existing conditions, shall be included in an addendum.

47	Is the 2000 SF of DHS Office Space separate from the administrative requirements of the shelter (i.e. the office space for 6-8 individuals with a conference room etc...)?	This is the same space.
48	Can the dining space from the shelter program and the multipurpose room from the Daytime program be the same space/shared?	No, the areas cannot be shared spaces. If the program is distributing lunch during the day, then training/group services cannot be offered simultaneously.
49	Do we need to design the dorms to Covid-19 standards such as the CDC (85 SF per person) or the Red Cross (110 SF per person)?	The dormitories are not be designed to Covid-19 standards. The objective is to design for no more than 8-12 beds per dorm according to the specific program and no more than 50 beds per floor.
50	Does the 1400 SF of separate storage count towards the 80,000 SF?	The 1400 square foot storage structure is not included in the size of the main facility.
51	Do we need a commercial kitchen or just a warming kitchen?	The desire is to explore the idea of a commercial kitchen.
52	I see a training kitchen may be desired, can this space be shared with the commercial kitchen if required?	Yes, this should be the same space.
53	Will the shelter run as in the past (opens @ 5 PM, closes @ 7 AM) or has Covid-19 changed this? 1. In reference to the above, which populations have 24/7 access to the shelter? Respite, Seniors, Work Program, and/or Low Barrier?	The program hours are still being developed but it is likely the Work Program and Respite populations will have 24/7 access to the building.

54	DHS/DGS members said at the site meeting that NY Ave should not be the entrance to the building. Can parking/loading still take place off of NY Ave?	No parking/loading shall take place off New York Avenue. It is a safety issue. Fairview Avenue NE is preferred.
55	o Please confirm our understanding of the quantities + types of volumes required to be submitted:	A/E firm retracted this question. Published for transparency purposes only.
56	From our research, we expect the Green Building Act and Green Construction Code and Appendix A of the GCC to apply. Per its requirements, Enterprise Green Communities Certification will be required for this project, but it was not stated as a requirement in the RFP. Should offerors provide certification services in the base fee or as an alternate?	The goal for this project is LEED Gold. The Statement of Work shall be modified to reflect the LEED certification requirement.
57	To complete the Raze scope, approval from DOEE IAQ will be required prior to the raze work commencing. Is it DGS + DHS intent to have one GC for the raze + new construction, or will two different contractors be utilized (one for the raze + one for the new construction)?	It is DGS's intent to have one (1) general contractor for the raze of the existing building and one (1) general contractor for the new construction.
58	Please confirm the number of architectural design schemes required at the concept + Schematic Design submissions.	The A/E is required to provide three (3) design scheme options at the Concept and Schematic Design submissions.
59	Please confirm that the following services are expected by DGS to be in all offerors' base bids based on the scope of work outlined: <ul style="list-style-type: none"> • Architectural programming • Architectural design • MEP + FP Engineering • Energy modeling • IT-AV-Security Design 	The Architect/Engineering firm is to utilize all design and technical resources necessary to provide a complete design for a first-class facility. All design consultants, required for the preparation of the final construction documents, are to be included in the base bid.

	<ul style="list-style-type: none"> • Hazmat testing and specification for Raze • Cost Estimating • Civil engineering • Landscape design • Dry utilities • Building science • Enterprise Green Communities Certification • Traffic engineering 	
60	Is a registered Fire Protection engineer required?	The District’s Department of Consumer and Regulatory Affairs requires a submission of architectural, mechanical, plumbing, electrical, structural, and fire protection plans, along with civil drawings, duly sealed and signed by an architect or professional engineer, who is registered in DC, for all projects. Please refer to DCRA requirements for further details.
61	Please confirm if a permit expediter is required to be on the Design Teams.	The A/E Design team is to employ all services required to complete the construction documents in accordance with the established project schedule.
62	Traffic engineering was not requested in the RFP, but will most likely be required by DDOT. Please confirm if the A E prime should carry this in their base fee or as an alternate.	The Architect/Engineering firm is to utilize all design and technical resources necessary to provide a complete design for a first-class facility. A traffic control plan will be required for DDOT’s review and approval.
63	Please confirm if cost estimates shall be prepared by the A/E team at the: Concept, Schematic, + Design Development submissions.	Cost estimates are to be prepared for the Demolition Documents, Schematic Design, Design Development, Construction Documents submissions.
64	Community Engagement is listed as a requested service in several sections of the RFP. Please confirm the minimum number of meetings responders shall include in their proposals for each phase the project?	The minimum number of meetings that will be required for community engagement is three (3) during the Pre-Preliminary Design Phase and two (2) during the Schematic Design Phase
65	DHS Stakeholder meetings are listed a requested service in several sections of the RFP. Please confirm the minimum number of workshops responders shall include in their proposals for each phase the project?	See the response for Question 64.

66	Is there a specific type of mechanical system that DHS prefers to use?	There is no preference to the type of mechanical system to be used in the design. The design professional shall select a system that is economical, with low operating and maintenance costs. It is preferred that the control system be interoperable with an open standard protocol.
67	Please confirm if DHS will be responsible for FF&E selection + design or will the selected A E team be responsible for selecting the FF&E?	Fixture, Furniture and Equipment design is included in the RFP. The Statement of Work shall be modified accordingly.
68	Please confirm if a traffic engineering/traffic study is required as part of project scope.	A traffic engineering/traffic study is required for this project.
69	Please confirm level of LEED certification required and whether the project is to pursue LEED BD&C or LEED Homes.	The project shall pursue LEED BD&C Gold certification
70	Please confirm if geotechnical and environmental engineering services are to be provided under A/E agreement.	Yes, Geotechnical and environmental engineering services are to be provided under the A/E agreement.
71	Please confirm foodservice design requirements for the project.	Standard commercial kitchen requirements.
72	Is there a space/capacity requirement for the covered pavilions and outdoor seating area?	There is no space requirement. The preference would be to have multiple outdoor areas to accommodate different activities.
73	What level of improvement (building/structure) can take place on property owned by the federal government?	Outside legal services will be procured by the District to address all land transfer and District use issues.
74	Are there any records or agreements available to share with the A/E to review such conditions that may be in effect?	Agreements for the use of the property for Human Services use is currently being addressed by the District.
75	Does DC have a right to improve upon any portion of federal land?	See the response to Question 74.

76	Can a structure/building bisect any property that is adjacent to the Shelter property? Considering the two parcels comprising the site, each transferred jurisdiction at different times, can the new construction cross the line which divides the two parcels? Or if the parcels need to be combined into a single parcel, will that process be part of the A/E team scope.	Outside legal services will be procured by the District to address all land transfer, subdivision, and District use issues. That work will not be part of the A/E Team’s Scope of Work.
77	Who will be the permittee for any work that takes place in federal property?	See the response to Question 74.
78	What easement(s) are in the federal land? Do you have any record of such easement that we need to be aware about?	See the response to Question 74.
79	Can SWM facilities be placed within parts of the Federal Land?	Outside legal services will be procured by DGS to address all land transfer and District use issues.
80	Is there an active transfer of jurisdiction document available to share with the A/E?	See the response to Question 74.
81	Are there any records for the roadway that connects to Mount Olivet Road? Is that road a public road?	There are no records for the connector access between Mount Olivet Road and New York Avenue. The public has access to the roadway.
82	The Management Plan, as described in part D.3.5, is required to account for the “phasing of construction.” Please confirm that this refers solely to the demolition and new construction portions of the scope and not any other form of construction phasing.	The phasing of construction refers to the demolition of the existing structure and the construction of the new facility.

Paragraph A.3 of the statement of Work is revised as follows:

A.3 Services to be Performed

The A/E shall assess the needs of the New York Avenue Shelter and provide a fully functional building system with modern facilities while staying within the stated construction budget of **\$27,000,000**. The focus of this design shall be on providing maximum value, durability, and functionality for the facility while minimizing maintenance requirements, utility costs and programmatic changes. See **Attachment A** for proposed programmatic requirements.

1. The A/E Services are to provide DHS/DGS with initial designs, construction documents, cost estimates, and preliminary construction schedule (bid package). This facility shall be completely furnished; therefore, space planning and Fixture, Furniture and Equipment are to be included along with the design. The bid package will be used to solicit bids from general construction and construction related contractors needed to complete the Project. The A/E shall also address the Title I and Title II Work Requirements outlined in Section B. In addition to Title I and Title II services, the A/E shall be responsible for obtaining the general building permit for the project, once a general contractor has been selected for construction services. The fee for the building permit will be reimbursed to the A/E at cost. All work shall be in accordance with current applicable codes of the District of Columbia Department of Consumer and Regulatory Affairs (DCRA), including, but not limited to, all applicable building codes, fire codes, life safety codes, Uniform Federal Accessibility Standards (“UFAS”), American with Disability Act Accessibility Guidelines (“ADAAG”), Green Building Act of 2006 and the applicable requirements of the 2017 District of Columbia Construction Codes. The facility shall be designed to pursue LEED Gold certification as a minimum.

Paragraph B.1.2 to be revised as follows:

B.1.2 Pre-Preliminary Design

The work during Pre-Preliminary Design shall include but not be limited to following:

B.1.2.1 Program

To address the program the A/E shall hold programming meetings with DHS, DGS, and other stakeholders as necessary, to review and define the scope and functional requirements of the facility. The document shall include subsidiary requirements such as conference rooms, training rooms, reception area and break rooms. The A/E shall develop a space plan and obtain approval from the Department of Human Services and the DGS Project Manager.

Paragraph B.1.3 to be revised as follows:

B.1.3 Schematic Design

Based on the conclusions of the Pre-Preliminary design phase, prepare concept/schematic package of the new facility. The concept/schematic design shall include at minimum:

- a. Employing the basic floor plans from the Pre-Preliminary design phase, hold