

PROPERTY MAINTENANCE SERVICES FOR DISTRICT-OWNED OR CONTROLLED PROPERTIES

Solicitation No. DCAM-17-NC-0100

QUESTION & ANSWERS

NO.	<u>QUESTIONS</u>	<u>DGS RESPONSE</u>
1	Can DGS provide building descriptions and square footage for each site?	DGS does not have this information available; however, the Contractors are encouraged to visit each property and/or use Google Maps (or other comparable method) to determine square footage of each location.
2	<p>Can DGS provide specific addresses in order to tour these sites?</p> <ul style="list-style-type: none"> • CLIN 011: Mt Carmel (NW Corner of 2nd & H, and the NW Corner of 3rd & I) • CLIN 012: I Street NW (Near Corner 13th & Wylie) • CLIN 014: Crummell • CLIN 016: Northwest One • CLIN 019: Grimke Elementary • CLIN 021: Stevens Elementary 	<p>There are no specific addresses for the Mt Carmel and I Street NW properties; however, Contractors have been provided cross streets/intersections for these properties (see <i>Revised</i> Attachment J.1). The addresses and/or intersections for the remaining sites are as follows:</p> <ul style="list-style-type: none"> •Crummell School: 1900 Gaulladet St NE (Kendall & Gallaudet St NE); •Northwest One: 155 L Street NW; •Grimke Elementary: 1923 Vermont Ave NW (Vermont Ave & T St NW) •Stevens Elementary: 1050 21st St NW (21st & K St NW)
3	With regards to the property the Contractors walked at McMillan (CLIN 009), is the sidewalk part of the property for snow removal (as this is outside of the property fence)?	Yes, the sidewalk is part of the McMillan property and is included as part of the snow removal task.
4	What is the exact amount of snow before it is required to be remove?	All snow must be removed.
5	Is there a timeline when the snow accumulates and the time it is required to be removed?	The Contractor shall communicate with COTR regarding timeline/deployment.
6	Are there dumpsters on the large vacant properties that we can use?	No, there are no dumpsters on the large vacant properties for Contractor use.
7	We were unable to locate the square and lot number for property (CLIN 012) I St NW (Near corner of 13th St and Wylie). Can you provide an exact address?	DGS does not have this information available; however, the Contractors are encouraged to visit each property and/or use Google Maps (or other comparable method) to determine square footage of each location.
8	Are we required to water the grass at the McMillian Property (CLIN 009)?	No, the Contractor is not required to water the grass at the McMillan Property.
9	How many acres is the McMillian Property (CLIN 009)?	The entire parcel at McMillan property is approximately 22-25 acres.
10	Is the only area that needs to be priced for the McMillian property (CLIN 009) the sidewalk around the perimeter of the property or are there other areas?	Pricing should include the area inside and outside of the property fence for the McMillan property.
11	The scope of work states that Pest Control applications are required for interior and exterior of specific properties. If the buildings are closed up, will we have key access to treat the interior of the buildings? Or is it necessary to treat the interior of those buildings; for example (Stevens Elementary or the Strand Theater)?	Unless otherwise noted, all services are to exterior perimeter of building structures only. COTR will notify Contractor should this change.

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12	Who is the current Contractor?	The current Contractor is Spectrum Management LLC.
13	The software "Sales force.com": Are the contractors required to pay for the software or will it be provided by DGS?	DGS will provide the awarded Contractor one (1) user name and will provide training on Salesforce. Because DGS is paying for this license, DGS determines how many user names it can assign. The Contractor will not be able to bill DGS additional fees for using Salesforce.
14	Can you explain the cost reimbursement component?	Cost reimbursement includes supplemental services. Reference Section G.4.2 for further explanation.
15	Section B.1 notes that the Department may add or delete properties or services during the course of the contract. Please confirm that the firm fixed price will be adjusted in the event of such an addition or deletion.	Yes. DGS can add or delete locations by contract modification. If locations are added, DGS will request a firm-fixed price per added location(s) from the Contractor.
16	Section B.6, pricing, refers to "firm fixed prices per session for snow...". Should this be 'season' instead of 'session'?	No, it is not "season." Firm-fixed rates for snow, pre-treatment and ice removal are per session on an as-needed basis.
17	Will the firm fixed price for the total of all components of snow and ice management be paid as one lump at the beginning or end of the season, or in monthly increments?	The Contractor shall submit monthly invoices for all services incurred (including requested and approved supplemental services).
18	C.5.1.1.1 states that trash generated by the tenant is the responsibility of the tenant. Is there a mechanism in place for enforcing that responsibility, and is the contractor responsible for that enforcement?	With regards to Section C.5.1.1.1., there is no mechanism in place for enforcing tenant responsibility; the Contractor is not responsible for enforcing tenant responsibility.
19	C.5.1.1.6 refers to the clearing of roof drainage systems of debris, etc. Is roof access available, and safe, on each building?	Roof access is not always accessible--ladders and lifts may be required. Should the COTR request that the Contractor needs to access the roof, the Contractor shall take all necessary safety precautions.
20	C.5.1.2 provides that pest control must be performed after normal working hours or on weekends or holidays. For occupied buildings, please supply the normal working hours.	Northwest One (CLIN 016) is the only property that is occupied. The COTR will provide the working hours after contract award. Please refer to the link http://dcnewcommunities.org/community/northwest-one/
21	C.5.2.7 requires each employee who will apply chemicals to be certified pesticide applicators. Please confirm that only pest control staff are required to be certified pesticide applicators.	Confirmed; only pest control staff are required to be certified pesticide applicators.
22	C.5.5 established that routine work must be done 7 am – 7 pm on weekdays. C.5.1.2 specifies that pest control, a routine service, may be done on weekends. Please clarify.	Contractor shall provide pest control services in accordance with Section C.5.1.2 (after normal working hours, weekends and/or holidays). Should Contractor find it necessary or best to perform this routine service on the weekend, it will be performed at no additional expense or hindrance to the District.

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23	C.5.10.1 requires that the contractor report to DGS through the Salesforce.com work management system. How will the contractor access this system?	DGS will provide the Contractor with access to Salesforce.
24	C.5.12.4.1 requires that every employee who will perform on-site services on this contract shall have pest control license and pesticide application certificate, which must be submitted with the proposal. C.5.16 also makes this requirement. Please confirm that this requirement applies only to subcontractors and employees who will perform pest control services.	Confirmed. The required pest control licenses and certificates are required for each person performing pest control services.
25	G.4.2 states that "The costs for performing this contract shall not exceed the cost reimbursement ceiling specified in Section B.5." Please confirm that this entire section relates only to cost reimbursable supplemental services, and that the firm-fixed price portions of the contract are separate from this provision.	Section G.4.2 relates to cost reimbursement for supplemental services.
26	G.10.1 states that any supplies or services to be furnished must be ordered by the issuance of delivery orders or task orders. Will the CO issue a blanket task order, at the beginning of each contract term, for the firm fixed price elements of this contract?	See Addendum No. 1, Item No. 5
27	H.14.1 cites the provision of Facility Condition Assessments as services required by this contract. This specific report title does not appear elsewhere in the RFP. Please clarify this requirement.	See Addendum No. 1, Item No. 4
28	H.19 describes assessments to be scheduled before 6 pm on weekdays, or on weekends. This appears to conflict with C.5.1.2 and C.5.5. Please clarify when services are to be provided.	See Addendum No. 2, Item No. 2.
29	L.2.3 presents the formula for obtaining the Evaluated Price Score. What does the "20" in the numerator Lowest Price Proposal 20 mean? What does the multiplier 'weight' refer to?	The maximum weight for Price is 20 points.
30	Please clarify the following locations, or provide site maps: a. CLIN 011 - Mt. Carmel b. CLIN 022 - 1443 Columbia Ct	There are no specific address for Mt Carmel (CLIN 011); however, Contractors have been provided cross streets/intersections for this property (see Attachment J.1). CLIN 022's address is provided. Contractors are encouraged to visit each property and/or use Google Maps (or other comparable method) to determine exact location.
31	For each of the sites which have structures/buildings, including Strand Theater, 1501-1503, 1507 7th St NW, 965 Florida Ave, Crummell, 1125 Spring Rd, Grimke Elementary, Stevens Elementary: a. Which utilities, if any, are in operating condition and on? b. Are the mechanical systems operational? c. Has the plumbing system been drained for freeze protection? d. What is the contractor responsibility for HVAC/Electrical inspections? e. How does the contractor access these buildings?	Please see the following: a. None b. Yes c. Unknown d. See Addendum No. 2, Item No. 1 e. The contractor will notify the COTR should internal access or additional security be necessary. Buildings must remain secured.

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32	At 1501-1503 7th St NW (CLIN 008), are the trailers occupied? Is the contractor responsible for the trailers?	DGS does not know if the trailers are occupied; however, the Contractor is not responsible for trailers.
33	There is also a trailer/structure on the Crummell site (CLIN 014), and there are indications that the lot portion of the site is occupied. Please clarify.	Contractor is not responsible for trailer or structure. COTR will notify Contractor should additional services be necessary at any location.
34	What is the approximate square footage of the area to be landscaped at each site?	Approximate footage is not available; however, the Contractors are encouraged to visit each property and/or use Google Maps (or other comparable method) to determine square footage of each location.
35	The following sites, CLIN 018 - 8th & O (1336 8th St NW); and CLIN 020 - 965 Florida Ave NW, are annotated with a conveyance date within the contract period. Is this conveyance to DGS ownership, or conveyance to another owner?	If/when the property conveys to a developer, COTR will notify Contractor and a contract modification will be issued.
36	With regards to the McMillan site, is the Contractor required to perform snow/ice tasks on the sidewalk around the entire perimeter?	Yes, the Contractor is required to perform snow/ice tasks on the sidewalk around the entire perimeter of the McMillan Site.
37	With regards to the Waterfront Station (CLIN 015), is the Contractor required to perform the snow/ice tasks on the sidewalk around the entire perimeter and on the brick path through the site?	Yes, the Contractor is required to perform the snow/ice tasks on the sidewalk around the entire perimeter and on the brick path through the Waterfront Station site.
38	Please clarify the snow/ice tasks for other lots with sidewalks – if the lot is located adjacent to a pedestrian sidewalk, is the contractor responsible for snow/ice tasks on that sidewalk?	Yes
39	Are there any snow/ice responsibilities at sites without sidewalks?	Yes, there are snow/ice responsibilities at sites without sidewalks.
40	Can DGS provide an address for all locations?	Contractors are encouraged to visit each property and/or use Google Maps (or other comparable method) to determine square footage and exact location. Reference Addendum No. 2, Item No. 3.
41	Can DGS provide a general description of each location (i.e. vacant lot, park, building, land/grass lot, vacant building, alleyway, parking lot, etc.) or can DGS provide either photos or a link to a Google Maps file that has the parameters of each location marked/outlined so contractors can be clear on the boundary lines for each location?	Contractors are encouraged to visit each property and/or use Google Maps (or other comparable method) to determine boundaries. General descriptions on certain properties are included in <i>Revised</i> Attachment J.1
42	The location at 1125 Spring Road is Northwest Washington DC, correct?	Correct.
43	We weren't able to find a location for 3418-3420 Wader Street NW. Is the correct spelling of the street name Warder Street?	The correct spelling is "Warder" Street.

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44	Will the contractor be responsible for removal and disposal of bulk trash items, such as illegally dumped appliances, furniture, etc?	Yes, the Contractor is responsible for the removal and disposal of all bulk trash items.
45	Is the contractor responsible for providing ice melt?	Yes, the Contractor is responsible for providing ice melt.
46	Can DGS confirm which locations are occupied and which locations are applicable to requiring after hours facility access and escort?	Northwest One (CLIN 016) is the only property occupied. Any locked property may require after hours access and escort. COTR will provide Contractor as much notice as is possible.
47	Is HVAC, plumbing, and electrical inspection required at buildings that are occupied as well as buildings that are not occupied?	See Addendum No. 2, Item No. 1
48	Is there an incumbent for this scope of work, and if so, can DGS confirm the current value of the contract?	The incumbent on the current contract is Spectrum Management LLC. For information on pricing on current contracts, Offeror shall make a Freedom of Information Act (FOIA) request by submitting an email to foia.dgs@dc.gov.
49	We noted that DGS has not asked for ice removal based upon accumulation totals. However, the labor and materials needed to remove ice accumulation of up to 2-inches of ice, for example, is different from the labor and materials needed to remove a larger accumulation of ice. Will DGS consider editing the price sheet so contractors can price ice removal based on accumulation?	DGS will not edit price schedule.
50	Can DGS provide more detail on what is to be billed against the amount set aside for supplemental services? Is the cost to make repairs to fences, gates, and improvements and to ensure vacant buildings remain secure to be billed as a supplemental service, or is the cost for the contractor to monitor and make recommendations for fence repair, gate repair, and improvements to be billed as a supplemental service?	As indicated in Section C.5.4, repairs to fences and gates prior to COTR request and approval will be billed as a supplemental service; ensuring vacant buildings remain secure and recommendations for fence and gate repair are part of routine services and are not supplemental services. Please note that the Contractor cannot bill for supplemental services unless it has been requested and approved by the COTR.
51	Can you provide clarification on cost reimbursement ceiling?	The annual cost reimbursement ceiling for all requested and approved supplemental services (regardless of locations) is \$50,000.
52	The statement is that the General Maintenance contractor being on this contract is to use LSDBE firm to do the pest control work? Correct? Since this is a set-aside and not an open market where companies who are not LSDBE certified will not be able to bid on this set-aside is the correct? There is a set-aside so both the general maintenance company who is LSDBE certified must also get a pest control firm from the local and small disadvantage list of pest control companies who are LSDBE with the department of local and small business development.	This is not solely a pest control service contract. This solicitation is for property maintenance services for District-owned or controlled properties, with pest control services included as part of the Routine Services for specific locations. This solicitation is strictly for the Set-Aside market. With that being said, the Prime Contractor is required to be an SBE firm at the time of the Proposal Due Date; and if subcontracting, shall abide by the subcontracting requirements as described in Section H.9 and in accordance with DSLBD's regulations. There is no requirement that the SBE Prime Contractor must use an SBE firm for pest control services.