

**Questions & Answers**  
**Solicitation No. DCAM-21-NC-RFP-0013**

**DMV Facility**

NO.	SECTION NO./PAGE NO (if applicable)	QUESTIONS	DGS RESPONSE
01	Attachment J.2, DOL Wage Determination	This RFP includes a Wage Determination issued by the US Department of Labor. However, it does not include FAR 52.222-41, which implements the provisions of the Service Contract Act of 1965 as amended. RFP Attachment J.1, DGS Standard Contract Provisions (Services), states in Article 25 that the Service Contract Act applies to this project. Does FAR 52.222-41 and related FAR clauses apply to this RFP and the resultant contracts?	This Contract is not governed by the Federal Acquisition Regulation (FAR). For the avoidance of the doubt and to provide clarification, Article 25 of the Standard Contract Provisions (SCP) pertains solely to the Department of Labor (DOL) Wage Determination, Attachment J.2. The SCP for Services and Supplies is applicable to this Contract.
02	B.1, page 2	This section states that the base period for services will end September 30, 2021. The Price table uses 12 months as the Quantity for the Base Period. Should the Quantity be reduced?	Yes, the base <b>period</b> (as opposed to year) will end on September 30, 2021. The Department is asking for monthly rates, therefore, kept as "12" months for consistency. The Department will reduce the quantity prior to award.
03	Attachment J.11 Price Schedule	The Price Schedule for DMW does not require a price for CLIN AI Snow and Ice Removal. However, it does require hourly rates for CLINS 28 and 29 – Excess Snow Removal. Please clarify.	This is correct. The DMV Facility does not require monthly snow and ice removal basic services; however, should there be a special need for such services, it will be performed under a cost reimbursement.
04	Attachment J.11 Price Schedule	The Price Schedule for DMW does not require a price for CLIN AK Landscaping. However, it does require hourly rates for CLINs 36,37 and 38 – Landscaping Maintenance. Please clarify.	This is correct. The DMV Facility does not require monthly landscaping basic services; however, should there be a special need for such services, it will be performed under a cost reimbursement.
05	B.2.2, page 2	Is the requirement that the offeror escalate its year over year price to accommodate the impact of changes to the Living Wage or Department of Labor Wage Determination consistent with the Service Contract Act FAR 52.222-44, which provides that the contractor warrant that the prices in this contract do not include any allowance for any contingency to cover increased costs for which adjustment is provided under this clause?	The question presented is confusing; the Department will attempt to respond. The resultant Contract will not be governed by the FAR. The services are being solicited as a firm-fixed price contract. The proposed pricing of the awarded Contract will be fixed for the base period and all option periods exercised by the District based on the proposed pricing for each period. It is the Offerors' responsibility to take into consideration all of its cost necessary to effectively provide services for each period which would include consideration of wage increases year over year. Government funded Contracts require the employer to pay its employees based on the prevailing wage for the applicable periods as incorporated under the Contract.
06	B.6.1, page 23	Section B.6.1 requires a subcontracting plan for the base year and each option year. Must the proposal include a subcontracting plan for all years, or will option year subcontracting plans be required at the time the option is exercised?	Please refer to Item No. 02 under Addendum No. 03. Offerors are required to submit the SBE Subcontracting Plan form for the base period (DMV), or base year (DOES). If the Department chooses to exercise the option with the awarded Contractor(s), a new SBE Subcontracting Plan form will be required prior to execution of a modification to exercise the option.
07	C.4.2.1 page 40	This section describes the DMV building, and does not mention whether the DMV Building is LEED certified. Please confirm that the DMV Building is not LEED Certified and that Key Personnel assigned to this contract are not required to be LEED Certified.	The DMV facility is <b>not</b> a LEED certified building; therefore, for the avoidance of doubt and to provide clarification, the key personnel (POM) assigned to the DMV Facility will not be required to obtain LEED certification.

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08	C.4.2.1, page 40	This section states that DMV Hours of Operation are Tuesday through Saturday. At the Pre-Proposal Conference, DMV hours were given as Monday through Saturday – 6 full days. Which is correct?	Hours of Operation are Monday through Saturday. Specifically, the DMV Facility is open to customers/visitors weekly from Tuesday through Saturday; and the Facility is open to employees to work from Monday through Saturday.
09	C.5.1.1, page 43	Can DGS provide the following information: CT Sections, switchboards, Branch circuit panels, amp disconnects, number and size of the KV transformers for areas served?	Please refer to Item No. 03 under Addendum No. 03 for DMV <b>Revised</b> Equipment and Inventory List.
10	C.5.1.1.1.2, page 43	When was the most recent thermographic scanning performed?	The most recent thermographic scanning was performed on June of 2018.
11	C.5.1.1.2, page 44	Please describe the UPS systems for which the contractor is responsible.	For the avoidance of doubt and to provide clarification, the DMV Facility does <b>not</b> have a UPS.
12	C.5.2.2.1, page 56 - Page 56 Electronic Sensors C.5.2.2.1 Building Automation System (BAS), and C.5.5.1, page 68 - Building Automation System	Can you provide the Manufacturer equipment name and Model, Areas covered/Service (AHU, Boils, Chiller, etc.), # of control points, and quantities?	The manufacturer of the current BAS is Schneider Electric. Refer to <b>revised</b> DMV Equipment and Inventory List, for specifications; Item No. 03 under Addendum No. 03.
13	C.5.3.1, page 60	How many and what is the size of the Backflow Preventers?	One (1) backflow preventer, sized one inch.
14	C.5.5.1.5, page 69 C.5.5.1.5 Software Upgrade	When was the software updated?	Software was updated on September of 2020.
15	C.5.7.1.1.3, page 74	Can the annual painting of bathrooms and common areas be done in the evenings and weekends?	Yes, the annual painting of bathrooms and common areas can be performed in the evenings and weekends.
16	C.5.7.1.1.3.d, page 74	If restroom and/or common area painting is required by the COTR more frequently than annually, will this work be reimbursable?	Yes, if painting of these areas are required more than once a year <b>and</b> at the request of the COTR <b>and</b> with a Purchase Order Number in place, it will be under reimbursable services.
17	C.5.8.1.9.4.1, page 87	Can you clarify whether subcontractor costs can be marked up?	That will be up to the Contractor; however, the Department will conduct its own independent government estimates prior to approving reimbursable costs. The Contractor shall not be allowed to charge a mark-up above the Contractor's "Direct Cost" for parts and or materials.
18	C.5.8.2.1.5, page 90	Please confirm that repairs to items on the Initial Deficiency List are completely reimbursable and not subject to the threshold.	The Contractor will be reimbursed following the initiation of the Contract for deficiencies noted by the Contractor and only after accepted by the District through the COTR. Failure to identify any required or needed repairs or replacement shall result in the Contractor's liability for the repair and replacement of items exceeding the deductible threshold described in Section [C.5.20].

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19	C.3.10.1.4.b.4, page 102	What is the annual frequency of special events, during COVID and under normal usage, for each building?	There are no regularly scheduled annual special events to report at this Facility.
20	C.3.10.1.4.g.9.iii, page 106 - Collect and remove Facility trash and recyclables Trash and Recyclables Collection Process.	Does DGS provide the scale for weighing? What is the size and quantity of the solid waste and recycling containers for DMV? What is the pickup frequency?	DGS does not provide the scale. Per Sec. #12, page 107, the frequency schedule for removal of the waste is to be developed by the Contractor for approval by the District through the COTR.
21	C.3.10.1.4, page 109, Clean food courts and coffee shops.	Is the contractor responsible for cleaning the food courts and coffee shops? If the contractor is responsible for the food courts and coffee shops, is it also responsible for pressure washing and degreasing any equipment	No, the Contractor is not responsible for cleaning food courts and coffee shops at the DMV Facility.
22	C.5.10.3, page 110	What are the designated areas (including dimensions) of each building that have special cleaning requirements?	There is no designated areas at the DMV Facility that have special cleaning requirements.
23	C.5.10.4.1, page 110	What is the frequency of special events that require special cleaning, both during COVID and during normal usage?	There is no standard frequency for special events at the DMV Facility.
24	C.5.11, page 115	Landscaping Services is designated for DOES only. However, section C.5.11 includes C.5.11.15 Water Treatment Services. Are Water Treatment Services required at DMV? If so, which CLIN should include the price for such services?	Water treatment is required at the DMV Facility. Water treatment is described throughout the RFP (including Plumbing Services), not just in Landscaping Services section.
25	C.5.19.1.3.1, page 147	This section says that the POM shall <b>reside in an office</b> at the Facility during Normal Occupant Working Hours and be available after hours via mobile phone.	The POM for the DMV contract is not required to reside in an office on-site but must be available by phone during normal working hours and after hours.
26	C.5.19.1.3.2, page 148	This section says that the CE shall <b>work on-site</b> at the Facility during Normal Occupant Working Hours and be available after hours via mobile phone.	This is correct
27	C.5.19.1.3.3, page 149	This section says that the CSM shall reside in an office at the Facility during Normal Occupant Working Hours and be available after hours via mobile phone.	CSM is not required to reside in an office at the DMV but is responsible for monitoring the performance of the custodial staff daily and be available for contact by phone during normal working hours and also after hours.
28	C.5.19.1.3.4. page 149	This section says that the MW shall work on-site at the Facility during Hours of Operation and be available after hours via mobile phone.	This is correct
29	C.5.19.1.4.1, page 151	This section says that the designated AS shall reside at the Facility during Normal Occupant Working Hours. Is the CE and MW required to work on -site full time? Is the POM, CSM, and AS required to work on -site full time or can they work from another office located in the District?	Administrative staff is not required to be located at the DMV. The other questions are answered in the previous questions (#26-28).

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30	C.5.19.1.3.1.f, page 148	This section requires that the Property Operations Manager be "...certified in all 76 Standard Requirements and Services applicable to the building." Please identify the source document for these 76 standards and requirements.	This does not apply to the DMV Facility.
31	C.5.19.4.4, page 163	What are the special areas of each facility which the contractor may be required by the COTR to operate under the listed conditions?	The IT Equipment Room
32	C.5.20.1.1, page 171 is titled Supplemental Reimbursable Repairs (Initial Deficiency List)	The inclusion of Initial Deficiency List in this title suggests that the repair of items identified as Initial Deficiencies is subject to the threshold. Please confirm that the cost of repairs on the IDL is not subject to the threshold and is reimbursable in full.	For the avoidance of doubt and to provide clarification, the Initial Deficiency List (IDL) should not be subject to the threshold and is reimbursable in full. Please refer to Item No. 04 under Addendum No. 03.
33	F.3, page 183 – Item 67	This item is marked as DOES only. Should items 68 and 69 also be marked DOES only?	Yes, item nos. 68 & 69 are DOES items only.
34	Attachment J.6 - Living Wage Act Fact Sheet	Attachment J.6 provides that the DC Living Wage will increase July 1, 2021, based on the CPI as of December 31, 2020. Which CPI measure will be used (All Urban Consumers, National, Local, All Items, All Items less Food and Energy, etc.), and will it be based on the increase from December 2019 to December 2020 or some other period?	DGS is no the agency that establishes the DC Living Wage. In other words, the DC Living wage is not set or governed by DGS. For questions and additional information, contact the Office of Contracting and Procurement at (202) 727-0252 or the Department of Employment Services on (202) 671-1880.
35		Please confirm that Federal and DC law provide that when both the Wage Determination and the Living Wage Act apply to a contract, the Offeror is required to pay employees at least the Living Wage minimum, plus the Wage Determination amount for Health and Welfare.	Yes, that is correct.
36		Can you supply the numbers of employees in the building during COVID restrictions and after COVID restrictions?	The number of employees during the Covid restrictions are as follows: Mondays: 25, and Tuesdays through Saturdays: 60. The number of employees under normal conditions are as follows: Mondays: 50; and Tuesdays through Saturdays: 100
37		Please supply the number of visitors to the building during COVID restrictions and after COVID restrictions	Currently, visitors are only seen by appointments; up to 100 visitors a day. Normally, the DMV sees approximately 500 visitors a day, Tuesday through Saturday.
38		Do we need to include a transmittal letter?	Please review the RFP in its entirety. If the RFP indicates to provide a transmittal letter, than please do so. If not, it not required nor necessary.
39		Do we need to include Commitment letters for the key personnel? If yes, can these pages be excluded from the 100-page limit?	Please review the RFP in its entirety. If the RFP indicates to provide commitment letters for each key personnel, then please do so. If not, it not required nor necessary.
40		Can DGS provide the floor plans for DMV?	No, the Department cannot provide the floor plans for DMV at this time. The awarded Contractor will have access to the floor plans at DMV Facility.
41	H.12.16.5	Please confirm if there is a union in place.	There is no union in place at this Facility.

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42	Section C.5.11.15	Can we assume that Section C.5.11.15 (Water Treatment) should remain in the scope of work for DMV? This section includes the Water Treatment scope of work that relates to Mechanical Equipment and is not related to Landscaping Services.	Yes, water treatment is required at the DMV Facility. Information on water treatment is also referred throughout the RFP.
43		Have the normal occupant hours been affected by the COVID-19 pandemic? If so, what are the updated hours?	No, the normal occupant hours have not been affected; the hours remain the same.
44		Can we propose less staff than what has been identified in the key personnel section (POM, Chief Engineer, Custodial Services Manager and Maintenance worker) for DMV? A full-time onsite Administrative Staffer is also identified. DMV is much smaller than DOES and may not require all of these positions.	The Department advises all offerors to provide the number of staff indicated in the RFP. This should be reflected in the proposal and price schedule. For clarification, the Administrative Staffer shall be removed at the DMV Facility only. Please refer to Item No. 05 under Addendum No. 03.
45	Section I.8	Does this insurance coverage actually apply to this RFP (I.A.8)? Installation-Floater Insurance - For projects not involving structures, the contractor shall provide an installation floater policy with a limit equal to the Property values being installed as part of the project. The policy shall cover property while located at the project site, at temporary locations, or in transit; deductibles will be the sole responsibility of the contractor.	All insurance requirements are determined by the Districts' Office of Risk Management (ORM) and are non-negotiable. To that end, it is important for Offerors to understand the awarded Contractor will be required to provide a certificate of insurance for review and approval by ORM before Contract execution.