

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



Site Beautification Services
DCAM-16-NC-0099

Addendum No. 2
Issued: April 14, 2016

This Addendum No. 2 is issued and hereby published on the DGS website on April 14, 2016. Except as modified hereby, the Request for Proposal (RFP) remains unmodified.

Item No. 1 Questions and Answers

Question No. 1. Will the Bid Form in Attachment A be revised to include a column for Option Year One Prices?

Answer: Yes, see Revised Bid Form, Attachment A.

Question No. 2 Section A.1 states that the resulting contract will be a fixed price ID/IQ contract. It further states that the fixed unit price shall "include sufficient funding for items that are not specifically identified in the Scope of Work but which are reasonably inferable therefrom". Given this caveat, how will DGS reimburse the Contractor for work not specifically identified in the Scope of Work?

Answer: DGS is soliciting contractors with reasonable experience, knowledge and expertise to perform the Services. In the event that there are Services which are not specifically identified within the Scope of Work but nevertheless a contractor with reasonable experience, knowledge and expertise would "reasonably infer" should be done in order to properly perform the work at a Targeted Property, DGS will not provide reimbursement for the performance of such "reasonably inferred" work. If there is any discrepancy on this issue, Contractor should raise such concerns with DGS. In the event that DGS agrees with Contractor that such work should not have been "reasonably inferred", Contractor will submit a change order, providing its estimate of additional pricing, and DGS may approve it, as discussed more in the response to Question 4 below.

Question No. 3 Will DGS modify the solicitation to restrict competition to CBE/SBEs that are certified in the service category requested under the solicitation? To do otherwise will result in any CBE/SBE regardless of areas of certification by DSBLB being able to respond to the solicitation. This no doubt will result in increased cost to the DC taxpayer as required services would be subcontracted.

Answer: No DGS will not restrict competition to CBE/SBEs that are certified in the service category being requested. The Department will determine Offeror capability during the evaluation process.

Question No. 4 The "Service Areas" listed in Section B.1.1.1 includes Item 9 "Any other areas, as requested by DGS". How will the contractor be compensated for any additional work areas not included in the landscape service areas?

Answer: In the event that DGS makes such a request, it will also request the Contractor to provide it with a change order containing its estimate. If DGS approves such change order, DGS will compensate the Contractor based upon such estimate. If not, DGS will negotiate such price or related scope of work with the Contractor or, alternatively, explore other options.

Question No. 5 Please clarify what type of fountains are to be serviced under Item 7 in Section B.1.1.1? Are these water fountains outside the building?

Answer: Fountains being serviced are not drinking water fountains, and instead are decorative water works. These fountains are located outside.

Question No. 6 Are there service completion times associated with the Priority Levels listed in Section B.1.3.1

Answer: Each service completion date is associated with the Event Date listed in Section 1.1.3. Depending upon the type of Service being performed, the completion dates generally are "on or prior to" the Event Date. Please carefully review each described Service and associated deadline. These dates are not otherwise impacted based upon Priority Levels.

Question No. 7 Section B.1.2.1 states contractor shall be responsible for "repairing or replacing damaged plants and shrubs". Is this a cost- reimbursable service requirement? Otherwise it is not possible to predict frequency or type of replacement as part of a Price per Maintenance Session.

Answer: Offerors are encouraged to review the pictures and visit the Targeted Properties prior to submitting their bids. The repair or replacement of damaged plants and shrubs will not be cost-reimbursable and, as such, each bidder should inspect (and factor) the condition of plants/shrubs prior to submitting its bid.

Question No. 8 Section B.1.2.4 states that "The Contractor shall ensure that on the Event Date, all trash, debris and other materials within an Enlarged Service Area of a given Target Property, has been removed.....". It further states that "An "Enhanced Service Area" shall be any area, located solely within a Targeted Property, situated within a 500 foot radius of a given Service Area". Please clarify the difference between an Enlarged Service Area and an Enhanced Service Area?

Answer: **Delete:** Enlarged Services Area
 Replace with: Enhanced Service Area

Question No. 9 Section B.1,3 places additional responsibility and expense on the Contractor to provide barricades, signs and warning devices for pedestrian and traffic safety when necessary. Will DGS reimburse the Contractor for these expenses?

Answer: See section A. 1 Contractors Compensation regarding all overhead cost.

Question No. 10 Please clarify Section D.4 which states that proposals will be scored on a scale of 1 to 188 points with a maximum possible of 200 points inclusive of up to 12 preference points. According to Section C.1 preference points will be allocated based on a reduction in price of no more than 12 percent which would be applied as part of the Price evaluation factor (Maximum 40 points). Application of a reduction in price based on CBE preference points is only applicable when a solicitation has been issued as an IFB. Will DGS revise the solicitation to reflect that preference points will be added to the overall evaluation score as is required by current regulations when a solicitation is issued as an RFP?

Answer: **Delete:** Section C, Economic Inclusion, in its entirety.
Replace with: Attachment B, revised Section C, Economic Inclusion.

Question No. 11 Considering that there are several unknown, unpredictable and uncontrollable factors associated with the delivery of site beautification services, will DGS consider revising the solicitation to allow for pricing based on loaded hourly rates by occupational Category as well as inclusion of a cost-reimbursement component for such items as supplies, traffic safety, plant and shrub replacement?

Answer: This contract will be event based only; the Contractor will only be required to provide beautification services 1 time per event. Contractors will not be required to replace plants, flowers or shrubs. See section A. 1 Contractors Compensation regarding all overhead cost.

Question No. 12 Will DGS consider extending the proposal due date to comply with public notice requirement for RFPs as stipulated by 27 DCMR, Section 4710?

Answer: 27 DCMR, Section 4710.7, allows the Contracting Officer to shorten the period notice by issuing a Determination and Findings.

Question No. 13 The RFP has over 100 sites listed. Can the District provide an approximate number of flowers, bushes, and soil type that is being requested for each location?

Answer: No, DGS does not have this information available. As such, DGS encourages each Offeror to review the provided pictures, visit interested sites, and make appropriate assumptions for purposes of submitting proposals.

Question No. 14 Can the District provide the square footage for all areas that require soil replacement?

Answer: Please see the response above to Question #13.

Question No. 15 Can the District provide historical data on the quantities of mulch that have been used at each location, or can the District provide square footage for the areas that will require mulch?

Answer: Please see the response above to Question #13; DGS does not have the requested information.

Question No. 16 With regard to Section B.1.2.7 Sod Repair, is the District requiring that new sod be installed in areas where sod repair is needed, or will seeding, for the purpose of repairing sodded areas, be accepted as a sufficient method of repairing sodded areas?

Answer: DGS is requesting new sod.

Question No. 17 With regard to the rock beds, can the District provide information on the current type, color, and quantity of rock material being used? Does the District have a preference for the type and color of rock material that contractors should install?

Answer: DGS' preference is for the existing type and quality of rock material which exists at each site.

Question No. 18 Can the District provide soil testing/soil testing results for each location so we can determine the best type of plant material (which plant types will be most viable) for each location based on soil conditions?

Answer: Please see the response above to Question #13; DGS does not have the requested information.

Question No. 19 Can the District provide clarity on the soil amendments needed at each location?

Answer: Please see the response above to Question #13; DGS does not have the requested information.

Question No. 20 Is there a current maintenance plan or maintenance report in place for any location? If so, can those maintenance plans/reports be shared with contractors?

Answer: No, DGS does not have current maintenance plans or reports in place for each site.

Question No. 21 Will contractors receive any type of confirmation from the District that the ongoing maintenance report which the contractor will provide shall be adhered to, for the proper ongoing future care and maintenance of the beautification areas? Also, regarding the maintenance report, if the recommended ongoing maintenance report is not adhered to, should the contractor assume that at the beginning of the option year, all beautification services and installations will have to be fully re-completed/re-installed? Clarification on this point will be

important to help contractors calculate and anticipate the level of services that will be required at the start of the option year. Please confirm if the District can address this concern.

Answer: No, DGS will not, in advance, agree to strictly adhere to ongoing maintenance reports. Such decision will only be made after DGS has had the benefit of reviewing its contents, suggestions and pricing. In the event that such ongoing maintenance report is not adhered to, the contractor can generally assume that any future Services will have to be fully re-completed/installed solely with respect to areas of the report not adhered to.

Question No. 22 The proposal evaluation method listed in the RFP indicates that contractors can receive a maximum of 200 points, broken down as 40-points for experience, 40-points for key personnel, 80-points for work plan and schedule, and 40-points for price. Is this correct? Please confirm that proposals will be evaluated based on a 200 point scale?

Answer: Yes.

Question No. 23 Can Attachment A which lists the sites by group be provided in Excel format?

Answer: Yes, see Revised Bid Form.

Item No. 2 Ratio of Flowers

DGS will, at a minimum, require that the ratio of flowers will be at least 2 flower(s) per one (1) square foot radius.

Item No. 4 Bid Form

Delete: Attachment A, Bid Form

Replace with: Attachment A, Revised Bid Form

Item No. 3 Sites with Irrigation Systems

Please see Attachment C.

Item No. 5 Form of Contract

Delete: Section A.2, Form of Contract, in its entirety.

Replace with: Form of Contract will be issued at time of award.

Item No. 6 The proposal due date is amended as follows:

Delete: All references to proposal due date or submission date on the cover page; Section A.3, Procurement Schedule; Section E.3 of Proposal Organization and Submission.

Replace with: April 20, 2016 at 11:00 am

Kimberly Gray
Kimberly Gray
Supervisory Contract Specialist

4/14/14
Date

- End of Addendum No. 2 -