

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF GENERAL SERVICES



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THIRD PARTY QUALITY ASSURANCE SERVICES  
DCAM-14-NC-0184

Addendum No. 5  
Issued: November 20, 2014

This Addendum No. 5 is issued and hereby published on the DGS website on November 20, 2014.

**Item # 1**

**Questions and Answers.**

**Question # 1**

Category 1 for Commissioning B.1.6 includes as part of the scope Architectural Installation inspections and Environmental and Physical testing, but these services are also listed under Category 2 Material Testing and Inspections. Since these services are already covered under Category 1, do the Category 2 offerors not need to include these services? It appears each of these minus item 1) (roofing, building envelope, waterproofing) could also be covered by Category 4.

**Answer**

This requirement has been deleted from Category 1 and added to Category 4. See Item #3 in this Addendum.

**Question # 2**

Attachment A, Category 2, several line items refer to ACI and ICBO certified inspectors, WACEL is standard local certifying agency, can you confirm WACEL certified field technicians are acceptable for this category?

**Answer**

Yes.

**Question # 3**

There are several tests asked for in Category 2 completed in labs that would be part of product submittals, etc. and not necessarily part of Third Party Quality Assurance Services (e.g. R-value of materials, San Equivalent, Hveem Stability, reinforcing steel tensile, bend tests, etc.) Can the list of required tests be reviewed and confirm what is necessary?

**Answer**

The list of required tests will remain the same.

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**Question # 4**

For item B2.8 b), there is nothing on the bid form (Attachment A) for these services (dust level, noise level, hazmat level, crack/deformation monitoring), where should the fees associated with these services be placed?

**Answer**

When these services are required, Consultants will be asked to price them in a Task Order Proposal.

**Question # 5**

Category 4- Construction Inspections include elevator and specialty inspections. The certified third party inspection program separates elevator and specialty from other inspections. The elevator installer generally selects his own inspector because they may continue through the lifetime of the elevator. Also, it does not serve a small business to bundle inspections that we are not certified for. Please can you remove elevator and specialty inspections from general inspections?

**Answer**

Elevator and other specialty inspections can be subcontracted by the Consultant and priced in a Task Order Proposal when requested.

**Question # 6**

Regarding Section B.3 Category 3 – Plan Review Services, we wish to know: What certification is required to provide Green Compliance Review services? (last bullet item under Plan Review Services) Would it be possible for us to obtain such necessary certification between now and the award date?

**Answer**

Plan Review contractors must be certified by DCRA. Please contact DCRA for Third Party Plan review certification requirements.

**Question # 7**

Section E.3.1 “Qualifications, Experience & References”, Item b, states that “ the Offeror shall ensure a minimum of three (3) Past Performance Evaluation forms are completed and submitted on behalf of the consultant directly to Elouise Fripp ... by the due date for proposals”. Does this refer to Past Performance Evaluations of work done previously by the Offeror for DGS? Or, can these be Performance Evaluations for the Offeror’s work on projects other than DGS projects? Can 1 of the 3 Past Performance Evaluations required be completed by a subcontractor’s client instead? Can we request a DGS staff member to complete a Past Performance Evaluation?

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**Answer**

The past performance evaluations can be for work on projects other than DGS projects and can be completed by subcontractor's clients and by DGS staff members.

**Question # 8**

In Section E.3.1 Qualifications, Experience & References, subsection b. refers to completion of a minimum of three (3) Past Performance Evaluation forms, to be submitted directly to your attention by the proposal due date. Will this form be provided by the DC DGS? I may have missed it, but I did not see one posted with the other RFP documents on the website: <http://dgs.dc.gov/node/913752>

**Answer**

Past Performance Evaluation Form was provided under Addendum No. 2.

**Question # 9**

Please clarify section E.3.1.b of the RFP ( Past Performance Evaluation forms) Should it be submitted electronically to you directly or be included in the Qualification Package?

**Answer**

Electronically directly to DGS.

**Question # 10**

Can we bid on just one Category of the Solicitation or do we need to provide pricing for all Categories? We would be interested in only Category 2 – Materials Testing & Inspections.

**Answer**

An Offeror can bid on an individual category or multiple categories.

**Question # 11**

Page 2 A.6 references to the Form of Contract – even if we have no changes to the Form of Contract should it be included in the proposal? If yes, then should it be included in the Technical Proposal or Price Proposal?

**Answer**

The Form of Contract should be included in the Technical Proposal only if there are proposed changes.

**Question # 12**

Item A.6 on page 2 of the RFP states that the “Form of Contract” will be provided as an addendum to the RFP. Is this contract available for review now?

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**Answer**

The Form of Contract was provided in Addendum No. 2.

**Question # 13**

Our understanding is that the 35% CBE participation requirement is applicable only to Task Orders greater than \$250,000.00. Is this correct?

**Answer**

Yes.

**Question # 14**

How will Price Proposals be evaluated based on fixed unit prices?

**Answer**

The most likely price evaluation method will be to plug the sum of the fixed unit prices into a formula that results in the lowest total price receiving the maximum number of points and others receiving proportionately less.

**Question # 15**

Both \$5,000,000 and \$1,000,000 are required for liability insurance – please clarify which is needed.

**Answer**

See Item #3 in this Addendum.

**Question # 16**

B.2.1.b notes “final grading rep011s” is the last word supposed to be “reports”?

**Answer**

Yes.

**Question # 17**

Does Attachment B, the First Source Employment Agreement and Employment Plan, need to be completed and submitted with our proposal OR will this only be required when the contract has been awarded as C.3 indicates? If it does need to be included in our proposal, do all of our subs need to complete the form as well?

**Answer**

Yes. Attachment B, the First Source Employment Agreement and Employment Plan, needs to be completed and submitted with your proposal.

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**Question # 18**

Should the Tax Affidavit be included in the Price Proposal or the Technical Proposal?  
Does the Tax Affidavit need to be signed by subcontractors as well?

**Answer**

The Tax Affidavit should be included in the Price Proposal. Tax Affidavits are not required for subcontractors.

**Question # 19**

Will this contract be different than the Blanket Purchase Agreement for Materials Testing & Inspection (DCAM-14-0165D) we received back in August?

**Answer**

Yes. A Consultant, if selected, may provide more than one Category of service under this contract.

**Question # 20**

To confirm, you would like to see separate submittals for each of the 4 different services you are requesting?

**Answer**

Yes.

**Question # 21**

For the use of subconsultants/subcontractors, can we use more than one subconsultant/subcontractor for the same service?

**Answer**

Yes.

**Question # 22**

Is it possible to get a copy of Attachment A in MS Word or similar?

**Answer**

Yes.

**Question # 23**

Please confirm that statement should read "Attachment B" (referring to the First Source Employment Agreement attachment)

**Answer**

Yes. Attachment B is the First Source Employment Agreement

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**Question # 24**

Also, please confirm or deny that the Living Wage Notice and Fact Sheet are not required to be included in the RFP submission.

**Answer**

Correct. The Living Wage Notice and Fact Sheet are not required to be a part of the Offerors response.

**Item #2**

**1. Section B. Service Category 1: Commissioning for LEED Certification & Owners Acceptance of Equipment**

**Delete: B.1.6 Inspection Services and Replace with:**

**B 4.1 Inspection Services**

The Consultant shall also provide inspection services for the architectural installations, such as:

1. Architectural (Roofing, Bldg. Envelope, Waterproofing)
2. Structural
3. Mechanical
4. Electrical etc. component locations
5. Wall-floor sleeves, openings locations

Environmental and Physical testing for:

1. Dust Level
2. Noise Level
3. Hazmat Level
4. Crack and deformation monitoring, and

Other Construction and Quality Assurance Inspection Services:

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1. Demolition Inspections
2. Inspections requested by DGS Representative

**2. Section H. Insurance Requirements**

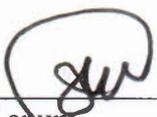
Delete:

H.1.1 Commercial general public liability insurance (“Liability Insurance”) against liability for bodily injury and death and property damage, such Liability Insurance to be in an amount not less than One Million Dollars (\$1,000,000) for liability for bodily injury, death and property damage arising from any one occurrence and Five Million Dollars (\$1,000,000) from the aggregate of all occurrences within each policy year. The policy should include completed operations coverage.

Replace with:

H.1.1 Commercial general public liability insurance (“Liability Insurance”) against liability for bodily injury and death and property damage, such Liability Insurance to be in an amount not less than One Million Dollars (\$1,000,000) for liability for bodily injury, death and property damage arising from any one occurrence and One Million Dollars (\$1,000,000) from the aggregate of all occurrences within each policy year. The policy should include completed operations coverage.

All other terms and conditions remain unchanged.

  
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JW Lanum  
Associate Director, Contracts and Procurement

11/20/14  
Date

- End of Addendum No. 5 -