



District of Columbia Housing Authority

1133 North Capitol Street, NE Washington, DC 20002-7599

202-535-1000

Tyrone Garrett, Executive Director

ADDENDUM

ADDENDUM NO. 1

ISSUE: September 4, 2018

INVITATION FOR BIDS (IFB)

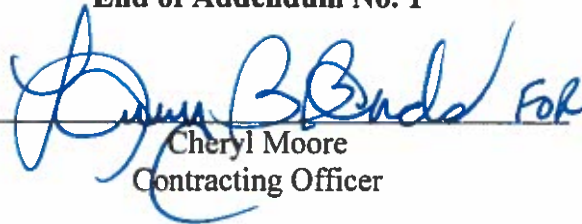
SOLICITATION NO.: 0034-2018 PAINTING, PLASTERING AND DRYWALL SERVICES

All Respondents shall acknowledge receipt of this addendum, sign below and return it with your proposal. **Failure to acknowledge receipt of this addendum may be cause for rejection of your proposal.** Respondents are informed that the above named solicitation is modified as follows:

The District of Columbia Housing Authority (DCHA) hereby issues Addendum No. 1 to submit **RESPONSES** to all **QUESTIONS** received related to the subject solicitation and **REVISE** the solicitation as referenced in Attachment A.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED

End of Addendum No. 1


Cheryl Moore
Contracting Officer

ATTACHMENT A
Painting, Plastering and Drywall Services
DCHA IFB #0034-2018

I. QUESTIONS & RESPONSES

QUESTION 1: I am communicating to understand the extent of repairs & logistics of accessing to view the example repair of units prior to bid due date; would this be possible?

DCHA RESPONSE: No, specific units for projects have not been identified. Services will be scheduled on an as needed basis as units are identified. The DCHA Property Management Office will schedule a site visit for Contractors to view the units included for each project prior to Contractors submitting proposals to complete the project at the contracted prices.

QUESTION 2: have any addendum been submitted to date?

DCHA RESPONSE: No other addendums have been issued.

QUESTION 3: On what decision DC Davis Bacon Certified Wage rates is the pricing in this bid based on?

DCHA RESPONSE: Respondents shall consider both the Residential and Building Wage Determinations listed in [Attachment N](#).

QUESTION 4: "Bug-Juice" is not readily available in this market anymore. Can the insect repellent M-1 be substituted/used. It is the same type of product with the same application rate.

DCHA RESPONSE: Yes

QUESTION 5: C.7 signing of bids "Bids signed by an agent shall be accompanied by evidence of the agent's authority to bid the Bidder..." What such evidence is required?

DCHA RESPONSE: Signed proof or confirmation of the agents bid.

QUESTION 6: D.7 Affirmative Action Program "(2) copies of an Affirmative Action Program (AAP) and Goals Timetables (G&T)," "Compliance with Equal Opportunity Obligations in Contracts" and the "Office of Human Rights Regulations, Chapter 11, "Equal Employment Opportunity Requirements in Contracts" promulgated August 15, 1986.

Are these requirements meant for a successful bidder after the contract is awarded?

DCHA RESPONSE: Yes.

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QUESTION 6 continued: Are these documents available as formal, written plans and available on line? If so, where are they available from?

If they are not ready formal written plans, what are the guidelines for structuring?

DCHA RESPONSE: No, Affirmative Action Programs are unique to the business and should be customized to reflect an employer's organizational structure, policies, practices, programs, and data. Respondents to this solicitation are required to complete and submit [Attachment E](#) of the solicitation. If awarded, Contractors are required have an approved Affirmative Action Plan within 120 days of contract award. For more information or questions Respondents can visit: <https://www.dol.gov/ofccp/regs/compliance/faqs/ForEmployers/ForEmployersQ27.htm>

QUESTION 7: On Exhibit 1-Bid Form, there are only two key personnel classifications; painter and helper. Does the bid allow for and/or request a classification/rate for "foreman" (besides "painter" or "helper" who would fulfill such duties as:

- purchasing materials and delivering to the job site
- delivering equipment to the job site; ladders, dropcloths, HEPA vacuums and mops, etc.
- coordinating with Property Manager and Foreman
- coordinating with Resident for the work flow in the Resident's house
- insuring protection of Resident's personal contents, counters, floors, hardware, bathroom fixtures/tile, etc.
- executive decisions regarding work to be performed
- insuring the quality of the repairs and painting

DCHA RESPONSE: Yes, please fill in the Bid Form based on your services.

QUESTION 7: Plans to subcontract the some of the work described in the bid to a construction company as I am a fairly new organization. Only the work described in section B will be subcontracted. When responding would I use past performance and for the subcontracting company and references for my organization?

DCHA RESPONSE: Yes, please respond to the requirements exactly as asked.

QUESTION 7: In regards to Section 3 requirements, is the contractor to identify individuals for employment or will DCHA have a pool of residents to pull from?

DCHA RESPONSE: Yes; both, DCHA operates a career center where residents can learn new job and professional skills and work with job developers for placement. We encourage contractors to use this center as a source for Section 3 hires so they can ensure they are giving hiring preference in the correct priority order. Most contractors find qualified candidates in this manner.

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II. IFB REVISIONS REVISE SECTION B- SCOPE OF WORK page 5 ADD the following after B.2:

B.3 WORK ASSIGNMENT

All work must be ordered by assignment from the Designated Operation Staff/Ordering Official or COTR.

- a. DCHA will issue individual work assignments by unit address;
- b. DCHA will provide in writing to the Contractor the specific tasks and the actual square footage requirements for each assignment.
- c. DCHA requires the Contractor to coordinate a detailed scope of services for each work assignment.

Contractor shall prepare a quote for all work assignment.

- a. Contractor must visit and inspect a sample of potential work sites prior to the submission of the quote for the work assignment.
- b. Quotes are to be by square or linear foot by type work (repair drywall, replace drywall, repair plaster or paint).
- c. Quote/written cost by must be received by DCHA within two (2) working days of receiving the work assignment from DCHA.
- d. Contractor's quote must be approved by Designated Operation Staff/Ordering Official or COTR, prior to services being performed.

Square footage for each assignment will be mutually agreed upon and included in quote prior to starting work.

Actual cost per designated unit, vacant, or occupied will be calculated at the time the work is assigned based on the accepted square footage quotes.

B.4 GENERAL CONDITIONS

All work must be performed in accordance with U.S. EPA Lead Renovation, Repair and Painting Rule 40 CFR Part 745 and HUD Lead Safe Housing Rule (LSHR).

CLEANLINESS

The premises used by the Contractor for the work shall be kept clean and in a neat condition at all times.

Any and all debris shall be removed and disposed of, off the site, by the Contractor.

The Contractor shall leave work areas neat, clean, orderly, and free of excess debris and materials generated by these operations.

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COMPLETION TIME

Time of delivery is of the essence as the turnaround time to prepare a unit for occupancy should not exceed more than 21 days and shall be a factor in making an award. In the event the Contractor cannot meet the specified delivery schedule, the DCHA reserves the right to acquire urgently needed services from another source.

Delivery of services should be made in accordance with the following schedule:

UNIT SIZE	EXPECTED TURN AROUND
Efficiencies, One, Two and Three Bedrooms	2 Working Days
Four, Five and Six Bedrooms	3 Working Days

All assigned tasks in a unit, will vary based on the number and complexity of the individual tasks in the unit.

Completion time by unit when multiple units are assigned simultaneously will be set between DCHA and the Contractor during the assignment meeting, prior to the start of work.

PERMITS

All/any required permits and/or costs associated with obtaining the permits are the responsibility of the Contractor.

MATERIALS

Paint, drywall, and joint compound materials must be equal to or better than the products identified below:

- a. Paint – Duron Pro Kote Supreme, Interior Latex
- b. Bug Juice. A paint additive designed to eliminate crawling and flying insects on interior and exterior surfaces
- c. Dry Wall – USG Sheetrock Brand, Gypsum Panel Tapered Edge ½” x 4’ x 8’.
- d. Joint Compound - USG All Purpose Joint Compound, Ready Mixed 61.7 LB.

WORK PROCEDURES

All work and related activities on the property must be coordinated through the Property Management Office.

The Contractor and/or any subcontractors must check-in with the Property Management Office each time they come to the property.

Property Managers and property management office addresses for each property will be provided upon contract award.

Designated Operation Staff/Ordering Official or COTR will provide technical contract oversight in coordination with the assigned Property Manager.

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DAMAGES

Contractor must take careful precautions to prevent damage to flooring, cabinets, hardware and other surfaces.

The Contractor agrees to rectify damage immediately upon notification from the Manager or be responsible for payment for the replacement of damaged items.

WORKMANSHIP

All work shall be done in a professional manner and in accordance with the best practices of the trade.

Before beginning painting work, the Contractor shall fasten securely, all loose woodwork, drywall, etc.

Replacement woodwork and drywall shall be of the size, profile, quality, and detail as the original work when new and prime coated on all surfaces.

As required, joints of new woodwork and the insertion of new drywall shall be treated with caulking.

FIRE HAZARDS AND STORAGE OF MATERIALS

The Contractor shall use every precaution to prevent the spontaneous combustion of oily rags, open and spent paint cans, or other combustible materials.

Used combustible materials must be removed from the work site daily, upon completion of the day's work.

WORK HOURS

No work shall begin prior to 8:30 AM Monday through Friday. All work must end prior to 5:00 PM during the time stated above.

Other periods of access or work shall be approved by the Designated Operation Staff/Ordering Official or COTR.

STORAGE

During the contract performance period, the Contractor may not store materials on the site unless expressly granted in writing by the COTR.

If granted, the Authority assumes no liability or accepts risk for lost/stolen or destroyed materials.

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INSPECTION

All work is subject to inspection by the Designated Operations Staff, Property Manager, and/or COTR.

All work must be performed to the satisfaction of the DCHA.

Contractor may be required to correct any defective workmanship or to replace any defective materials with no further cost to the Authority, within 2-business days of notification of deficiency.

UNAUTHORIZED WORK AND MATERIALS

Work performed or material(s) ordered or furnished for this contract is considered unauthorized under the follow circumstances:

- a. Prior to a Notice to Proceed
- b. Beyond project limits intended by plans or as directed
- c. Unauthorized extra work
- d. Deviating from requirements without written authorization from the Designated Operation Staff/Ordering Official or COTR will be at the Contractor's expense.
- e. DCHA is not obligated to pay for unauthorized work. Unauthorized work and material may be ordered to be removed and replaced as directed by the Designated Operation Staff/Ordering Official or COTR at the Contractor's expense.

USE OF PREMISES

- a. All work shall be conducted in an orderly manner to cause minimum:
 - 1) Interference with or disruption of normal activities in all buildings which are occupied; and
 - 2) Noises or disturbances.
- b. During the contract period, the Contractor shall:
 - 1) Maintain egress of all existing exits at all times.
 - 2) Keep corridor, stairs, doorways, walks, drives, and windows clear of all debris, materials, scaffold, and equipment that would create a traffic hazard.
 - 3) Safeguard the welfare of the occupants and visitors on and adjacent to the premises through the use of signs and barricades where necessary.
- c. Contractor shall keep all doors locked to maintain the security of the building and rooms between the areas dictated by the existing job conditions to prevent:
 - 1) Entry of the work area by unauthorized person;
 - 2) Illegal entry of the building or area within the building;
 - 3) Removal of government property and supplies.

WARRANTY

Contractor shall warranty all work and materials as specified in the contract documents.