



District of Columbia Housing Authority

1133 North Capitol Street, NE Washington, DC 20002-7599
202-535-1000

Tyrone Garrett, Executive Director

ADDENDUM

Addendum No. 3

Issued: January 24, 2019

SOLICITATION NO.: RFQ 0003-2019 VACANT UNIT REPAIR/MAKE READY 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.**

The District of Columbia Housing Authority submits its responses to all questions received related to the subject solicitation. Please reference Attachment A.

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED
END OF ADDENDUM NO. 3**

Cheryl Moore
Contracting Officer

Acknowledgement of Receipt:

Respondent: _____

Name: _____ Title: _____

QUESTION 1: Should the Wage Determination be construction related? Either Residential [General Decision Number: DC19003 01/04/2019 or building [DC190002 01/04/2019 DC2].

ANSWER 1: **DELETE** G3 – ATTACHMENTS, ATTACHMENT N – Wage Determination the existing link; page 28, and **REPLACE** with the following Wage Determination:
Attachment N- Wage Determination

QUESTION 2: Is the bond \$350,000 for the two year term or \$350,000 a year?

ANSWER 2: The Payment and Performance bonds required for this solicitation must be renewed at the contract level annually.

QUESTION 3: Could you please provide us with a copy of the required sample bond forms for submission?

ANSWER 3: Forms provided by the bonding companies are sufficient.

QUESTION 4: Is a contractor required to be certified as a RRP contractor/firm by the EPA?

ANSWER 4: Yes, Contractors will need to have a current RRP certification.

QUESTION 5: Do all employees need to obtain the RRP certification?

ANSWER 5: Yes, all employees working with in this project will need to be RRP certified.

QUESTION 6: What other certifications are required for this RFQ?

ANSWER 6: Contactor shall hold electrical, plumbing and other general certifications.

QUESTION 7: Is a bid bond required for this solicitation?

ANSWER 7: No.

QUESTION 8: Under Section B; we will be reimbursed for material. Will we be allowed overhead and profit on that amount? If so at what percentage?

ANSWER 8: The allowable markups are 5% overhead and 10% profit. These will reflect in your unit quotes.

QUESTION 9: On page 3 under “Workmanship” mentions that we are to “sanitize” the units. Please elaborate on what that means and what is expected.

ANSWER 9: At unit completion, before final walk through, units should be cleaned and ready for move in.

QUESTION 10: On page 3 under “Workmanship” states that units are to be completed within 30 days of the PO while on page 4 under “Contractor Response” states 15 days. Please advise regarding this apparent conflict.

ANSWER 10: Schedules will be confirmed at the project level. Ideally, it is DCHA’s goal to complete units within 30 days. Units requiring less work will understandably have a shorter window to complete services.

QUESTION 11: Will lead wipe tests be required upon completion of units?

ANSWER 11: As applicable, a lead dust clearance will be required once the work in the unit is complete.

QUESTION 12: In order to submit a proposal and to be awarded a contract under this RFQ, is it a requirement for the Contractor to be an EPA lead Safe Certified Firm?

ANSWER 12: Yes, all contractors and employees working with in the unit must hold a RRP certification.

QUESTION 13: Is it a requirement that our employees and/or subcontractors be EPA certified renovators?

ANSWER 13: Yes

QUESTION 14: Are contractors to understand that at this time no Pricing Information is required for this RFQ?

ANSWER 14: No pricing is required at this time. As stated under Section B - Scope of Services, B.1 Description of Services, Page 3, Work Order Procedures, Paragraph 1, there will be a walk-through of each unit prior to commencement of work to identify the scope for each unit and approve the scope of work, project schedule and price.

QUESTION 15: How many contractors will be selected per tier? 140K, 240K and 340K.

ANSWER 15: DCHA will determine awards based after the completion of the proposal evaluations and the determination of the number of qualified Respondents.

QUESTION 16: If the contractor that is responding to the RFQ is a Section 3 company do they need to have a plan to hire or subcontract to another Section 3 company to meet a certain requirement?

ANSWER 16: Yes, you will still be required to submit a Section 3 Plan as there are several ways to meet the requirement. Pages 16, D11 - Section 3 Requirements as noted please consult Hanna Koerner, Special Advisor in the DCHA Office of Resident Services at 202.535.1517 hkoerner@dchousing.org for additional information or assistance with the completion of your Section 3 Compliance Agreement and/or Section 3 Action Plan.

QUESTION 17: Once the contracts are selected for the specific tiers, will the selection process be a “lowest responsive bid” process to award work to a given contractor?

ANSWER 17: Contractors selected will have several determining factors, lowest responsive bids will not always be the selecting factor.

QUESTION 18: Are there any other factors used to determine the Contract Category besides Contract Amount?

ANSWER 18: Pricing is not an evaluation factor. Contract Awards will be determined on the basis of Contractor Qualifications on the basis of Experience & Past Performance, Qualifications (Managerial Capacity and Financial Viability), Staffing, Quality of Work and Work Capacity.

QUESTION 19: If a Respondent selects Contract Category C, can they also qualify for Categories A and B?

ANSWER 19: Yes.

QUESTION 20: Are there any categories above Category C?

ANSWER 20: No.

QUESTION 21: Should Payment and Performance Bonds be included with the RFQ response or are they due upon contract award?

ANSWER 21: No. DCHA will award contracts, based upon Contractors selected from the QBL for award. At the initial project assignment, DCHA will award a contract at one of the Contract Categories; Contractors will have to submit Payment and Performance Bonds for the awarded amount. Contractors will have to submit new Payment and Performance Bonds for year two to continue services for the remainder of the awarded term.

QUESTION 22: Is DCHA open to alternative suppliers of cabinetry, provided that the cabinets are equivalent in structure and appearance to DCHA's current cabinetry choice?

ANSWER 22: Page 2, Paragraph 3, Contractors shall provide Appendix II materials and supplies as specified without substitution. Alternative Materials/Items are not permissible. DCHA will not deviate from the list of materials provided to keep with the consistency of the project. All materials to be utilized will be approved by DCHA staff.

QUESTION 23: Will the same standard cabinet models be needed, as we are currently supplying to DCHA?

ANSWER 23: Please refer to DCHA Answer No. 23.

QUESTION 24: Is there a specific type of flooring that will be used?

ANSWER 24: Flooring choices will be determined by units, but a LVP will be used.

QUESTION 25: If it is determined that there are abatement needs during a renovation, how will they be addressed?

ANSWER 25: Issues found that require abatement will be addressed outside of this contract.

QUESTION 26: Will window replacement be required as part of the project scope?

ANSWER 26: No.

QUESTION 27: Per section C.20, Proposal Guarantee and Acceptance Period, proposals must be accompanied by a written guarantee that initial offer will be valid for at least ninety (90) days. Since no pricing information is required with our response, is the written guarantee required?

ANSWER 27: Yes. Pricing will be required at the project level.

QUESTION 28: Will there be any common area work? For example, the hallways, stair wells, yards, etc.?

ANSWER 28: No.

QUESTION 29: The materials and supplies do not provide the manufacturer for the all of the materials specified. Will that be provided at the time of assignment of a unit to renovate? Or, is the contractor intended to find the best product available at a cost effective price?

ANSWER 29: Materials will be specified if the unit contains anything out of the ordinary. Contractors should find best products available based on the product sheet provided.