



ADDENDUM

ADDENDUM NO. 1

ISSUE: October 1, 2019

**SOLICITATION NO.: 2019-3
CAPPER CARROLLSBURG PARKING LOTS**

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:

- I. The District of Columbia Housing Authority hereby issues Addendum No. 1 to provide Responses to all Questions received related to the subject solicitation, as referenced in Attachment A.**

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED
End of Addendum No. 1**

Cheryl Moore
Procurement Officer

Acknowledgement of Receipt:

Respondent: _____

Name: _____ Title: _____

Inquiries/Questions and Responses

QUESTION 1: Are there any recurring monthly/annual expenses that are deemed necessary for parking lots operations in place currently that will have to convey?

DCHA RESPONSE: Yes, the following expenses will need to cover on a monthly basis: Payroll, Payroll taxes and other burdens, Cleaning/Maintenance, Insurance, Management Fees, Storm Water Management Services, Taxes, Utilities (Booth Operations) and Snow Removal (seasonal).

QUESTION 2: Are there any contractual expense obligations that will carry forward into this five (5) year term?

DCHA RESPONSE: The contractual expense obligation stated in the above, *Answer #1*, will carry over the five (5) year contract period. The revenue net income obligations will carry over a 5-year contract term. The negotiated awardee price proposal will carry over that five (5) years contract term. However, DCHE reserves the right to contract modifications as indicated in the solicitation. Please be reminded that the parcels, at the discretion of DCHA, may be used for the future development of residential housing at any given time.

QUESTION 3: Price proposal on Page 14 of 35 and 15-36 section C-8 thru C-8-4 includes all related expenses/ payroll and management fees?

DCHA RESPONSE: The Price Proposal includes all expenses and fees associated with the Parking Lot Management Operation. Question needs clarity.

QUESTION 4: Please list any and all equipment owned or leased by DCHE that operator must maintain.

DCHA RESPONSE: All Parking Lots have booths that are the property of DCHE. Inside of each booth are also communication (phone) lines and air conditioning units that belong to DCHE. Weight sensors, electrical conduit, and card reading devices currently installed at the three sites are all property of DCHE. As mentioned within the RFP, all new equipment designated (Once Approved) for any site will also become the property of DCHE.

QUESTION 5: Please provide the last 3 years budget.

DCHA RESPONSE: Response available in accordance with the DC Code §§ 2-531-539, *The District of Columbia Freedom of Information Act (FOIA)*. DCHE FOIA requests shall be sent to the attention of FOIA OFFICER, Office of the General Counsel, District of Columbia Housing Authority, 1133 North Capitol Street, NE, Suite 210, Washington, DC 20002 or emailed to foia@dchousing.org.

QUESTION 6: Can we see the project budgets from last year?

DCHA RESPONSE: Response available in accordance with the DC Code §§ 2-531-539, *The District of Columbia Freedom of Information Act (FOIA)*. DCHE FOIA requests shall be sent to the attention of FOIA OFFICER, Office of the General Counsel, District of Columbia Housing Authority, 1133 North Capitol Street, NE, Suite 210, Washington, DC 20002 or emailed to foia@dchousing.org.

QUESTION 7: Can we do a joint venture when responding to the RFP.

DCHA RESPONSE: Yes, Respondents shall however identify and include each entity that is included in the Joint Venture within the Proposal Content and Evaluation Factors to include their role(s) and responsibilities, the value they will bring to the contract, and how they will interact with DCHE. The Joint Venture shall also meet the license requirements detailed in Section B.2 Qualifications.

QUESTION 8: Can we see the previous contract/agreement?

DCHA RESPONSE: Response available in accordance with the DC Code §§ 2-531-539, *The District of Columbia Freedom of Information Act (FOIA)*. DCHE FOIA requests shall be sent to the attention of FOIA OFFICER, Office of the General Counsel, District of Columbia Housing Authority, 1133 North Capitol Street, NE, Suite 210, Washington, DC 20002 or emailed to foia@dchousing.org.

QUESTION 9: Can we see the past performance history from the current contractor?

DCHA RESPONSE: Response available in accordance with the DC Code §§ 2-531-539, *The District of Columbia Freedom of Information Act (FOIA)*. DCHE FOIA requests shall be sent to the attention of FOIA OFFICER, Office of the General Counsel, District of Columbia Housing Authority, 1133 North Capitol Street, NE, Suite 210, Washington, DC 20002 or emailed to foia@dchousing.org.

QUESTION 10: Can we see revenue expense reports and monthly statements?

DCHA RESPONSE: Response available in accordance with the DC Code §§ 2-531-539, *The District of Columbia Freedom of Information Act (FOIA)*. DCHE FOIA requests shall be sent to the attention of FOIA OFFICER, Office of the General Counsel, District of Columbia Housing Authority, 1133 North Capitol Street, NE, Suite 210, Washington, DC 20002 or emailed to foia@dchousing.org.

QUESTION 11: Can we get complaint received and remedial action reports?

DCHA RESPONSE: Response available in accordance with the DC Code §§ 2-531-539, *The District of Columbia Freedom of Information Act (FOIA)*. DCHE FOIA requests shall be sent to the attention of FOIA OFFICER, Office of the General Counsel, District of Columbia Housing Authority, 1133 North Capitol Street, NE, Suite 210, Washington, DC 20002 or emailed to foia@dchousing.org.

QUESTION 12: Can we see other financial and statistical reports concerning management and operation of the parking facility?

DCHA RESPONSE: Response available in accordance with the DC Code §§ 2-531-539, *The District of Columbia Freedom of Information Act (FOIA)*. DCHE FOIA requests shall be sent to the attention of FOIA OFFICER, Office of the General Counsel, District of Columbia Housing Authority, 1133 North Capitol Street, NE, Suite 210, Washington, DC 20002 or emailed to foia@dchousing.org.