

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. Contract Number DCJZ-2011-B-0177	Page of Pages 1 2	
2. Amendment/Modification Number DCJZ-2011-B-0177-002		3. Effective Date See 16C		4. Requisition/Purchase Request No.	
5. Solicitation Caption Janitorial Services at Two (2) DYRS Facilities			6. Issued By: D.C. Department of Real Estate Services Contracting and Procurement Division 2000 14th Street, NW 5th Floor Washington, DC 20009		
7. Administered By (If other than line 6) D.C. Department of Real Estate Services Contracting and Procurement Division 2000 14th Street, NW 5th Floor Washington, DC 20009			Code		
8. Name and Address of Contractor (No. Street, city, country, state and ZIP Code)			<input checked="" type="checkbox"/> 9A. Amendment of Solicitation No. DCJZ-2011-B-0177 <input type="checkbox"/> 9B. Dated (See Item 11) August 12, 2011 <input type="checkbox"/> 10A. Modification of Contract/Order No. <input type="checkbox"/> 10B. Dated (See Item 13)		
Code		Facility			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input checked="" type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. Accounting and Appropriation Data (If Required)					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14					
A. This change order is issued pursuant to: (Specify Authority) The changes set forth in Item 14 are made in the contract/order no. in item 10A.					
B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation date, etc.) set forth in item 14, pursuant to the authority of 27 DCMR, Chapter 36, Section 3601.2.					
C. This supplemental agreement is entered into pursuant to authority of:					
D. Other (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copy to the issuing office.					
14. Description of amendment/modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)					
Solicitation No. DCJZ-2011-B-0177 for janitorial services at two DYRS facilities is hereby amended as follows:					
1) The attached Responses to Questions are herein incorporated as Attachment A.					
2) DELETE: Page 22, Sections C.5.2 and Page 23, Section C.6.2 REPLACE: On Saturdays, Sundays and Holidays, the Contractor shall begin cleaning the resident restrooms and showers in the Units/Pods at 9:00 am and work must be completed by 2:30 pm.					
3) Page 23 ADD: Section 5.4 - The school trade shop floor in NBYDC shall be dust mopped and machine washed once a week on Friday or Saturday evening.					
Except as provided herein, all terms and conditions of the document referenced in Item (9A or 10A) remain unchanged and in full force and effect					
15A. Name and Title of Signer (Type or print)			16A. Name of Contracting Officer Wilbur Giles		
15B. Name of Contractor		15C. Date Signed		16B. District of Columbia	
(Signature of person authorized to sign)				 (Signature of Contracting Officer)	
				16C. Date Signed 8/29/11	

(Continuation)

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4) Page 23, Section C.6.1

ADD: The Contractor shall be provided 24 hour access to YSC to perform daily, weekly, routine, monthly and periodic cleaning in accordance with the cleaning schedules provided by the Contractor.

5) Page 23

ADD: Section 6.5 - The residents individual rooms shall be machine washed every sixty (60) days between the hours of 8:30 am to 2:00 pm with a disinfectant cleaner.

6) All other Terms and Conditions remain the same.

ATTACHMENT "A"

RESPONSES TO QUESTIONS

- 1) Q – Would you ask the two CA about the total SF for the school area in Laurel, MD? The current solicitation does not have it.

A – The square footage is in the Central Administrative Total in Section J.10.

- 2) Q –In Laurel, the grounds are quite substantial areas to cover, would the DC Government allow the use of the golf cart for this specific task? In another contract with Homeland Security they allow the use of it.

A – The DC DYRS - Facilities Maintenance uses the golf cart and Contractors are not allowed to use it. Contractors may bring and use a golf cart on the outside grounds of the facility only and NOT in the inside ground.

- 3) Q - Also, even though we were at the walk through in both facilities, can you provide us with blue prints for those premises, considering both facilities are 24/7?

A – No, due to security precaution and concerns the blue prints will not be made available.

- 4) Q - Do we have to provide floor mats?

A – Yes, only during inclement weather.

- 5) Q - Can we get a copy of the schematics for both properties to ensure we do not miss any restrooms, etc.?

A – No, due to security precaution and concerns the schematics will not be made available.

- 6) Q - Is there a weight station for recyclables at the Laurel location as well?

A – Weighing recyclables is not required; the service provider is not responsible for separating waste.

- 7) Q - Can you tell us what is the current contract amount?

A – It is \$234,034.94 for base year. Please note that SOW for current contract is slightly different from the current solicitation.

- 8) Q - Who supplies the sanitary napkins and tampons in the restrooms? If the contractor supplies them, will they keep the coins?

A – The contractor supplies the sanitary napkins and tampons and they keep the coins.

- 9) Q - I noticed that two-way radios are used within the facility. Will the contract be given access to the two-way radios for communications? Will there be any cost for the radios?

A – The contractor will not be provided two-way radios; DYRS staff use the radios only.

- 10) Q - Please provide us with the population in each of the buildings.

A – The population of both facilities goes up and down so total population is not important but YSC is an 88-bed facility and New Beginnings is a 60-bed facility.

- 11) Q - You list the DC SCA rates for janitors at \$11.83; however you also say that we should use the Living Wage which is not less than \$12.50, which is it?

A – Follow the higher rate. This ensures you comply with both regulations.

- 12) Q - Both facilities are 24/7/365 however the hours for janitorial work is listed as 8 AM to 7 PM at VSC and 9 AM to 9 PM at the NBYDC facility. Should we only staff for the hours as indicated or should we have someone present 24/7?

A – The service contractor will have 24-hour access to both facilities 24/7/365 to complete janitorial cleaning services. In both facilities, the Contractor shall begin cleaning the residents restrooms and showers in the Unit/Pod's between the hours of 9:00 AM and 2:30 PM on Saturdays, Sundays and Holidays **only**. The regular cleaning schedules will be followed Monday thru Friday in accordance with section C.4.9, and special services under New Beginnings and YSC.

- 13) Q - The statement of work indicates the use of walk-off mats, should the contractor plan on providing the mats or does DYRS supply them?

A - Yes, only during inclement weather.

- 14) Q - What is the complete square footage? In the RFP it indicates 100,574 for NBYDC and a total of 55,504 for VSC but during the site visit it was stated that there was approximately 100,000 square feet for each. Which is it?

A - Please refer to section J.10 for Facility Square Footage.

15) Q - Do both facilities require 7 days/week cleaning services including holidays? Please clarify.

A – Yes, both facilities New Beginnings and YSC are open 24/7/365 including Holidays and require cleaning service and coverage.

16) Q - Are both facilities cleaned during the day time during business hours or night time after hours or a combination of both?

A – The facilities are cleaned using a combination of day, evening and night time cleaning; see section C.4.9, C.5 and C.6.

17) Q - Please clarify if most of the heavy work is performed after 5pm?

A – The medical clinic, school, administrative areas, gym and a majority of the floor care is started and completed between 4:00 PM and 6:00 AM.

18) Q - Do you have day porters that police and maintain the facilities during the day? If so, how many per building?

A – The resident's showers, rest rooms, culinary, trash pulls, policing of public rest room and cleaning the YSC and New Beginnings Intake cells and areas are done during the day.

19) Q - Is there a living wage or a wage requirement for cleaning personnel by which bidders need to comply? If so, please specify.

A –The Contractor must comply with both U.S. Department of Labor Wage Determination (Section J.2) and the Living Wage Notice (Section J.5)

20) Q - Are cleaning of exterior windows included in the scope of work? If so, what is the frequency of cleaning?

A – No, the exterior windows are not included in the basic daily cleaning schedule.

21) Q - How often are the kid's personal rooms to be cleaned (like the unit pod) and what sort of cleaning?

A – At **YSC** the resident's rooms are machine washed every 60 days and the Pod floor is dusts mopped and damp mopped daily and machine washed once a week. At New Beginnings no cleaning is done in the rooms or the Pod area. Please refer to sections C.4.9, C.5 and C.6 for cleaning requirements.

22) Q - Are the rooms included in the square footage provided in (J10 - DYRS Facilities Square Footage) in the IFB?

A – The square footage is in Section J.10.

23) Q - Please provide a total sq. ft. for the rooms.

A – The square footage is in Section J.10.

24) Q - What percentage of the cleaning is performed during the day and what percentage is at night?

A - The medical clinic, school, administrative areas, gym and a majority of the floor care is started and completed between 4:00 PM and 6:00 PM.

25) Q - According to L.19.1 Past Performance bidders must have provided the services to two verifiable third parties. Under this interpretation can the UPO Janitorial Division ask OSSE, the UPO Division of Family Services, and/or Central UPO Administration for a reference? Or can the Janitorial Division ask OSSE for a reference? **Are we eligible to apply under these past performance standards?**

A – After review, UPO can not qualify to the solicitation requirement of submitting two (2) verifiable third party references to demonstrate past performance.