

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. Contract Number GF-2012-Q-0043		Page of Pages 1 1	
2. Amendment/Modification Number GF-2012-Q-0043-001		3. Effective Date May 2, 2012		4. Requisition/Purchase Request No.		5. Solicitation Caption A-E Services to Provide Student Housing Feasibility Study
6. Issued By: University of the District of Columbia Capital Procurement Division 4200 Connecticut Avenue, NW Washington, DC 20008			Code	7. Administered By (If other than line 6) University of the District of Columbia Capital Procurement Division 4200 Connecticut Avenue, NW Washington, DC 20008		
8. Name and Address of Contractor (No. Street, city, country, state and ZIP Code)				<input checked="" type="checkbox"/>	9A. Amendment of Solicitation No. GF-2012-Q-0043	
					9B. Dated (See Item 11) April 19, 2012	
					10A. Modification of Contract/Order No.	
					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.)						
<p>Announcement No. GF-2012-Q-0043 for Architect-Engineer services to provide student housing feasibility study is hereby amended as follows:</p> <p>1) Questions and Answers (Attachment A).</p> <p>2) Section 6.0 - Delete "Small Business Set-Aside Market only" section in its entirety. Insert "This is an Open Market Procurement. Firms can perform 100% of the services. If firms plan to subcontract, at least 35% of the dollar volume shall be subcontracted to firms that are Small Business Enterprise certified by DSLBD".</p> <p>3) All other Terms and Conditions remain unchanged.</p>						
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 Sherry Jones-Quashie			
15B. Name of Contractor		15C. Date Signed		16B. District of Columbia <i>Sherry Jones-Quashie</i>		16C. Date Signed 5/2/12
(Signature of person authorized to sign)			(Signature of Contracting Officer)			

GF-2012-Q-0043
ARCHITECT-ENGINEER SERVICES TO PROVIDE
STUDENT HOUSING FEASIBILITY STUDY
ATTACHMENT A
QUESTIONS & ANSWERS

- 1) **QUESTION – Can you define Small Business Set Aside Market only? Does every member of the team have to be small CBE?**

ANSWER – Per Amendment No. GF-2012-Q-0043-001, this announcement is designated for Open Market. Please see below the new section in its entirety.

Open Market Procurement

This announcement is designated for open market. Firms can perform 100% of the services. If firms plan to subcontract any portion of the work to other firms, at least 35% of the dollar volume shall be subcontracted to firms that are Small Business Enterprise (SBE) certified by the Department of Small and Local Business Development (DSLBD) under the provisions of the “Small, Local and Disadvantaged Business Enterprise Development and Assistance Act of 2005” (the Act), Title II, Subtitle N, of the “Fiscal Year 2006 Budget Support Act of 2005”, as amended. If there are insufficient qualified SBE that are certified to completely fulfill this requirement, then the subcontracting requirement may be satisfied by subcontracting 35% of the dollar volume to any certified business enterprises provided however, that all reasonable efforts shall be made to ensure that qualified SBE’s are significant participants in the overall subcontracting work. For more information regarding the program, please visit DSLBD official website at <http://dslbd.dc.gov>.

- 2) **QUESTION – Can you define “client feedback” as it relates to providing 5 modern educational facilities and/or university feasibility studies that include feedback from clients? (As found in Section 4.0 Evaluation) Do you letters of recommendation? Can you be more specific?**

ANSWER – The Firm shall provide feedback from each client of the five projects wherein the Firm provided a housing feasibility study for an academic facility or a university. Letters of recommendation and performance evaluation completed and signed by the Academy/University representative are acceptable.

- 3) **QUESTION – Tax Compliance Requirement – does a Certificate of Good Standing from the Office of the Chief Financial Office from December 19, 2011 suffice?**

ANSWER – No. The Firm shall submit a completed Tax Certification Affidavit and the University will determine the Firm’s tax compliance with the District of Columbia government.

- 4) **QUESTION – Could you please advise whether there is an anticipated or required deadline for the occupancy of the new housing facility?**

ANSWER – The University is relying on the expertise of the selected Firm to identify the steps required to develop and implement a housing solution. The identified steps are anticipated to be interconnected and have durations dependent on those connections. While it is undoubtedly the University’s desire to occupy on-campus housing as soon as feasible, this decision will rely in part on the recommendations of the completed feasibility study.

5) **QUESTION – Please confirm whether or not that the following services are required in performance of this study so as to include the appropriate personnel and sub-consultants performing this project:**

- **Paragraph 1.1.3 - Will AE performing this feasibility study be liable during the construction period?**

ANSWER – The level of study we are requesting will not equate to liability for the selected Firm during the anticipated construction period. However; it remains the responsibility of the selected Firm to provide a professional level of care to ensure the recommendations made during this study are in fact feasible based on the information available. Please be advised that the Contractors are required to submit Professional Liability Insurance Certificate prior to contract award.

- **Paragraph 2. Is a rendering required for this effort? Is a model required for this effort?**

ANSWER – No. As stated in the Announcement, the University desires a feasibility study.

- **As this will be developed to the concept level (35%) per Paragraph 2.4.4, is a zoning analysis, code analysis, and or design analysis required for this effort?**

ANSWER – No, the selected Firm will be required to identify the impact governing zoning, code and other regulatory requirements will have on the feasibility of the project ultimately recommended by the selected Firm.

- **A proposed site is identified in the Master Plan. Per Paragraph 2.7.2. is a topographic survey and/or geotechnical report required for this effort?**

ANSWER – The selected Firm will be required to make recommendations as to the level of geotechnical evaluation required to satisfy the identified scope of work. It should be noted; while the Master Plan identifies a proposed location of the housing solution, the selected Firm will be required to evaluate all plausible housing locations solutions. This may include alternate on or off campus locations. Depending on the recommendations of the selected Firm, the alternate locations may be in lieu of or in addition to the location identified by the Master Plan.

- **No proposed site of existing housing is identified. Per Paragraph 2.7.2, will a hazmat survey be required for this effort?**

ANSWER – A proposed site is identified in the Master Plan. Based on the level of investigation we are requesting, a full Hazmat analysis is not required. However, the selected Firm will be required to make recommendations on the impact unknown hazardous materials may have on any proposed location of a housing solution.