

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. Contract Number	Page of Pages	
			GF-2013-R-0071	1	1
2. Amendment/Modification Number	3. Effective Date	4. Requisition/Purchase Request No.		5. Solicitation Caption	
GF-2013-R-0071-003	December 3, 2012			IDIQ for Construction Management Services	
6. Issued By:		Code	7. Administered By (If other than line 6)		
University of the District of Columbia Capital Procurement Division 4200 Connecticut Avenue, NW, Room C03 Washington, DC 20008			University of the District of Columbia Capital Procurement Division 4200 Connecticut Avenue, NW, Room C03 Washington, DC 20008		
8. Name and Address of Contractor (No. Street, city, country, state and ZIP Code)			9A. Amendment of Solicitation No.		
			9B. Dated (See Item 11)		
			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:				
<input checked="" type="checkbox"/>	D. Other (Specify type of modification and authority) Title 8, DCMR, Chapter 30, Section 3017.3				
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.)					
Request for Proposals No. GF-2013-R-0071 for Contact Management Services is hereby amended as follows:					
1. The Proposal Submission date is hereby changed from December 4, 2012, at 2:00 p.m. to December 7, 2012, at 2:00 p.m.					
2. Delete Attachment J.2.1 in its entirety.					
3. Answers to questions from prospective offerors are attached as (Attachment A).					
4. All other terms and conditions remain the same.					
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		16C. Date Signed
			Sherry Jones-Quashie		12/3/12
(Signature of person authorized to sign)			(Signature of Contracting Officer)		

GF-2012-R-0071
CONSTRUCTION MANAGEMENT (CM) SERVICES
ATTACHMENT A (QUESTIONS & ANSWERS)
TO AMENDMENT 003

1. Question: Will winning award preclude the contractor from doing other work at UDC?

Answer: No.

2. Question: How much in contract dollars was awarded during 2012 for IDIQ CM services?

Answer: Please submit a Freedom of Information Act Request to the Office of the office of the following:

**University of the District of Columbia
Office of the General Counsel
4200 Connecticut Avenue NW
Washington, DC 20008
ATTN: Craig Parker.**

3. Question: Will UDC extend the proposal due date?

Answer: The proposal submission date is hereby extended to Friday, December 7, 2012.

4. Question: Will UDC amend Section L.4.6.1.4.1 of the RFP which states in part that "Offerors are to provide information to demonstrate successful experience as a CM professional service contractor on at least three (3) similar projects within the past five (5) years." Will UDC change the requirement from 5 years to 10 years?

Answer: No.

5. Brailsford & Dunlavy unfortunately received the RFP after the pre-proposal conference but is qualified and interested in proposing. We would like to request to be added to the bidders list to ensure that we receive all applicable communication.

Answer: All Amendments related to the solicitation will be posted at the University's website for all prospective offerors to access. Please refer to Section L.3.3.

6. The offer letter, along with the pricing form denoted in section B5.1, require lump sum amounts for the base year, plus two option years based on the rate structure; however, there isn't a specific project that is being proposed, so proposers cannot determine the level of effort required for this assignment. If we are to submit a lump sum fee, please advise as to the number of hours to be assigned to each of the respective positions denoted in the rate sheet.

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Answer: Attachment J.2.1 (Offer Letter) is deleted in its entirety.

7. Similar to question #2, proposers are required to provide a subcontracting plan, requires a set aside amount and percentage for each subcontractor, which is difficult to determine without knowledge of the specific assignment and scope of services. Please advise as to how we should develop the subcontracting plan.

Answer: The successful offerors will be required to submit a Subcontracting Plan with each Task Order.

8. Section C.15.1 require the candidate to be a registered professional (AIA, PE, PMP, CMA) for the positions of Project Manager, and Construction Manager. Can commensurate relevant professional experience suffice in lieu of the professional registrations:

Answer: No.

9. Some of the insurance requirements are slightly higher than the industry typically requires for consultant / professional services and are more appropriate for general contractors, or CM at risk. Additionally, in the spirit of maximizing SBE participation, we request consideration be given to reducing the limits as denoted below;
- a. General Liability - \$1M each occurrence / \$2M aggregate
 - b. Professional Liability - \$1M per claim / \$2M aggregate

Answer: The insurance requirements are established by the District of Columbia's Office of Risk Management. The insurance requirements will remain the same.

10. Page 60 of the RFP, under Section L.4.6.1.2.4, requires the Offeror to "Describe the education, training, experience and professional affiliation of the key personnel." Please clarify which staffing positions are considered to be key personnel.

Answer: The key personnel include all positions listed in the tables in Section B.5.1 of the solicitation.

11. Page 60, under Section L.4.6.1.2.1, the RFP asks for "...an Organizational Chart listing company, personnel, their titles and roles." Please clarify whether a company organizational chart or a project specific organizational chart is needed.

Answer: Please provide both.

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12. Page 61 of the RFP, under Past Performance Section L.4.6.4.1, the RFP encourages submittal of projects involving "...LEED Silver or higher Certification" and on page 62, projects with a total construction cost "...greater than \$50 million." These requirements do not seem to align with the upcoming UDC projects discussed at the pre-proposal conference. Please clarify bidder instructions.

Answer: The projects mentioned at the pre-bid meeting were examples and do not represent all possible future projects.

13. On page 63, under Section L.4.6.2.2 the RFP states that "all copies must contain original signatures (dark blue ink) on all documents signed." Please provide clarification as to whether this statement refers only to the original copy of the proposal or to the additional six copies as well.

Answer: This refers to the original copy only.

14. Will participation on this contract preclude a firm from providing UDC with design services in the future.

Answer: Please refer to question No. 1.