

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>			1. Contract Number GAGA-2017-I-0028	Page of Pages 1   5	
2. Amendment/Modification Number  Amendment No. 002	3. Effective Date  06/20/2017	4. Requisition/Purchase	5. Solicitation Caption: Invitation for Bid (IFB)  <b>Hot Food Equipment Maintenance, Repair, and Service</b>		
6. Issued by:  District of Columbia Public Schools (DCPS) Office of Contracts and Acquisitions 1200 First Street, N.E., 9 <sup>th</sup> Floor Washington, DC 20002		Code	7. Administered By: (If other than line 6)		
8. Name and Address of Contractor (No. street, city, county, state and zip code number)  Code Facility		9A. Amendment of Solicitation No.  <b>GAGA-2017-I-0028</b>			
		9B. Dated (See Item 11) <b>June 06, 2017</b>			
		10A. Modification of Contract/Order No.			
		10B. Dated (See Item 13)			
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 checked="" type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offerors 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) completing Items 8 and 15, and returning one (1) copy of the amendment; (b) acknowledging receipt of If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter, telegram 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 data, 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)					
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return one (1) copies to the issuing office.					
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)  DCPS is issuing this Amendment 002 as follows:  <b>Question 1:</b> Does the awarded contractor(s) need to have different additionally insured's listed for each building, or need they only list the District of Columbia as the additionally insured on their insurance before commencing work at the awarded locations?  <b>Answer 1:</b> The additional insured should be listed on the awarded contractor's policies as "The Government of the District of Columbia". Do not list each individual building. See the Amended Section I.8 Insurance per below:  <b>DELETE:</b> I.8 Insurance, pages 44 thru 46, sections I.8 A-H. <b>REPLACE:</b> I.8 Insurance with the four attached pages.					

**Question 2:** Will DCPS consider an amendment allowing contractor(s) to bid on both components/clusters with the restriction that a single contractor can only be awarded a limit of one component of schools?

**Answer 2:** DCPS will award ONLY one contract resulting from this solicitation. See the Amended Section B.2 changes as follows:

**DELETE B.2:** The District contemplates award of up to two (2) Time and Material (T&M) Contracts in accordance with 27 DCMR Chapter 2420. Contractors responding to this solicitation can only submit a bid for either Component 1 School Clusters 1 thru Cluster 56 or Component 2 School Clusters 57 thru Clusters 113 per Attachment J.11. See the Components in the Price Schedule below to submit your bid for either Component but not both.

**REPLACE B.2** The District contemplates to award one Time and Material Contract in accordance with 27 DCMR Chapter 2420. Contractors responding to this IFB must submit bids for both Components 1 and 2 for the Base Year and all Option Years. See the Components in the Price Schedule below to submit your bid for both Components.

**Question 3:** Will DCPS consider an amendment that specifies that the awarded contractor will be required to quote major equipment repairs and replacement and receive approval before proceeding?

**Answer 3:** This is already included in Section F.3 Deliverables – for CLIN C.5.3. We are asking for quotes for anything exceeding \$250.00.

**Question 4:** Will DCPS consider a mark-up percentage on parts for this bid pricing?

**Answer 4:**

**Question 5:** Will each option year take into account the cost of living, allowing for an increase in current contractor's rate before DCPS renews the current contract for another year?

**Answer 5:** Bidders shall consider increase in cost of living, increase in labor rates, increase in cost of parts, etc., (escalation) and price their bids accordingly.

**Question 6:** Can DCPS define in the bid the difference between (a) equipment, (b) parts, and (3) preventive Maintenance Material?

**Answer 6:** (a) Equipment – The machinery as produced in its entirety by the manufacturer fully assembled.  
(b) Parts – The major components of the Equipment as defined and required for service call repair.  
(c) Preventive Maintenance Material – Items to be replaced as a result of regular wear-and-tear such as knobs, screws, gaskets, etc., below a value of \$100.00 stemming from preventive maintenance inspection by the contractor.

**Question 7:** Does DCPS require (and expect contractors' bid to be priced using) a semi-annual preventive maintenance frequency on a schedule of every six months for food service mechanical equipment maintenance?

**Answer 7:** No, please price for an annual schedule.

**Question 8:** Does DCPS expect and require contractors to bid on exhaust hood system cleaning with a yearly Frequency on once per year?

**Answer 8:** Yes.

**Question 9:** Section B.2, clarification to bid on all sections and let DPS make the decision to award one or the other cluster?

**Answer 9:** DCPS will award ONLY one contract resulting from this solicitation. See Question and Answer Number 2 above.

**Question 10:** Hourly labor rate industry standard the first hour charge but the fractions of the second hour etc., should they be broken down into 15 minute or 30 minute intervals?

**Answer 10:** They should be broken down into 15 minute intervals.

**Question 11:** Can DCPS extend the due date for bid submission?

**Answer 11:** Yes. The bids due date is Monday June 26, 2017, no later than 12:00pm EST.

**Question 12:** Can DCPS provide any information on Mark Up for parts, material, and equipment?

**Answer 12:** Bidders shall provide Mark Up for parts, material, and equipment as follows:

**DELETE:** The language for B.4.3 THRU B.4.3.10, CLINS 0004, 1004, 2004, 3004, 4004, “The estimated price of material charged does not exceed twenty percent (20%) of the estimated contract price.

**REPLACE:** The language for B.4.3 THRU B.4.3.10, CLINS 0004, 1004, 2004, 3004, 4004, “Price the material, parts, and equipment at cost and add the percentage Mark Up list below. The Contractor shall offer the percentage that is customary in that industry and market.

Material Mark Up: % over invoice (inclusive of freight/handling costs, overhead and profit) % \_\_\_\_\_

Parts Mark Up: % over invoice (inclusive of freight/handling costs, overhead and profit) % \_\_\_\_\_

Equipment Mark Up: % over invoice (inclusive of freight/handling costs, overhead and profit) % \_\_\_\_\_

Equipment Rental Mark Up: % over invoice (inclusive of freight/handling costs, overhead and profit) % \_\_\_\_\_

Subcontractor mark Up: % over invoice (inclusive of freight/handling costs, overhead and profit) % \_\_\_\_\_

**13. DELETE F.3 Deliverable:** The Contractor shall perform the activities required to successfully complete the District’s requirements and submit each deliverable to the Contract Administrator (CA) identified in section G.9 in accordance with the following:

CLIN	Deliverable	Quantity/ Frequency	Format/Method of Delivery	Due Date
C.5.1	Preventive Maintenance	Semi-Annual Consolidated Electronic Excel spreadsheet and Weekly consolidated report	Electronic Excel spreadsheet of Open/Completed preventive maintenance visits  Weekly, Quarterly, Semi-Annual report	Immediately upon completion of service visit.
C.5.2	Exhaust Hood	Annually (July- August)  Weekly consolidated report	Electronic Excel spreadsheet of Jobs currently “Open” and Completed  Weekly, Quarterly, Semi-Annual report	Immediately upon completion of service visit
C.5.3	Equipment Repair Contractor Response/Operation	Upon any request for repair/service and Weekly consolidated report	Electronic Excel spreadsheet of “Open” and “Completed”, service repairs outing statues  Weekly, Quarterly, Semi-Annual report	Immediately upon completion of service request/visit

**REPLACE F.3 Deliverable:** The Contractor shall perform the activities required to successfully complete the District’s requirements and submit each deliverable to the Contract Administrator (CA) identified in section G.9 in accordance with the following:

CLIN	Deliverable	Quantity/ Frequency	Format/Method of Delivery
C.5.1	Status Updates for Preventative Maintenance	Weekly and Quarterly	Electronic Excel spreadsheet listing per school and service date, the status of the repair, and whether the calls are "Open" or "Completed".
C.5.2	Status Updates for Exhaust Hood	Weekly and Annual	Electronic Excel spreadsheet listing per school and service date, the status of the repair, and whether the calls are "Open" or "Completed".
C.5.3	Status Updates for Equipment Repair and Contractor Response/Operations for Schools	Upon any request for repair/service	Physical Document left at schools providing status updates of the equipment repair and return date if necessary. This document should also be emailed to the central office point of contact.
C.5.3	Status Updates for Equipment Repair and Contractor Response/Operations for Central Office	Weekly and Quarterly	Electronic Excel spreadsheet listing per school and service date, the status of the repair, and whether the calls are "Open" or "Completed".
C.5.3	Quotes for Equipment Repair exceeding \$250 for Approval	Upon any request for repair/service	PDF document listing the equipment to be repaired and total costs, with supporting documents from manufacturer.

**14. DELETE J.9:** Check List – Contractor’s Technical Information.

**REPLACE J.9:** Check List – Contractor Experience/Qualification

**15. DELETE L.1.2:** The District intends to award up to two contracts resulting from this solicitation to the responsible Contractor(s) whose offer(s) conforms to the solicitation and will be most advantageous to the District, based on cost or price, technical and other factors, as specified elsewhere in this solicitation. The contractors shall submit proposals for the base year and option year one through option year four, for three categories of services as set forth in section B.

**REPLACE L.1.2:** The District contemplates to award **one contract** resulting from this solicitation to the responsible Contractor whose offer conforms to the solicitation and will be most advantageous to the District, based on cost or price, technical and other factors, as specified elsewhere in this solicitation. The contractors shall submit proposals for the Base Year and Option Year One through Option Year Four, for three categories of services and both Clusters One and Two as set forth in section B.

**16. DELETE L.2.1:** Bids shall be submitted no later than 1:00pm EST Tuesday, June 20, 2017 specified in Section A.9 of the solicitation cover page. Bidder must deliver or mail their bids to the address in Section a.8 of the cover page.

**REPLACE L.2.1:** Bids shall be submitted no later than 12:00pm EST Monday, June 26, 2017 specified in Section A.9 of the solicitation cover page. Bidder must deliver or mail their bids to the address in Section a.8 of the cover page.

**17. DELETE L.15.1(a):** To be determined responsible, a prospective contractor must demonstrate that it:  
Has adequate financial resources, or the ability to obtain such resources, required to perform the contract;

**REPLACE L.15.1(a):** To be determined responsible, a prospective contractor must submit with its bid documentation to demonstrate that it:  
Has adequate financial resources, or the ability to obtain such resources, required to perform

the contract; such as (submit one of these documents): Unaudited Financial Statement, or Letter of Credit from a financial institute, or Bank statement, etc.

**NOTE:** Bidders shall acknowledge and include all signed amendments with their bid.

**Except as provided herein, all terms and conditions of the solicitation remain unchanged in full force and effect.**

15A. Name and Title of Signer (Type or print)		16A. Name of Contracting Officer	
15B. Name of Contractor  (Signature of person authorized to sign)	15C. Date Signed	16B. District of Columbia  (Signature of Contracting Officer)	16C. Date Signed