

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT			1. Contract Number GAGA-2018-R-0076		Page of Pages		
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2. Amendment/Modification Number Amendment No. 003		3. Effective Date October 15, 2018		4. Requisition/Purchase		5. Solicitation Caption: Moving, Warehouse, and Logistical Support Services	
6. Issued by: District of Columbia Public Schools Office of Contracts and Acquisitions 1200 First Street, N.E., 9 th 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. GAGA-2018-R-0076			
				9B. Dated (See Item 11) 09/24/2018			
				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 type="checkbox"/> is extended. <input checked="" 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)							
E. IMPORTANT: 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.) The purpose of this Amendment 003 is to post the Answers to the Questions (Qs & As) per the continuation page <u>The signed copy of this amendment shall be submitted with the proposal.</u> <p style="text-align: center;">All terms and conditions of the solicitation referenced remain unchanged in full force and effect.</p>							
15A. Name and Title of Signer (Type or print)				16A. Name of Contracting Officer			
15B. Name of Contractor		15C. Date Signed		16B. District of Columbia		16C. Date Signed	
(Signature of person authorized to sign)				(Signature of Contracting Officer)			

Question 1. Was a contract awarded against the below solicitation?

REFERENCE: Our research shows the following information relating to DCPS Solicitation "GAGA-2018-I-0044, Warehouse Logistical Support SY-18."

Date Issued: April 30, 2018

Bids Were Due: No Later than 10:00am EST, May 11, 2018.

Solicitation Caption: Additional Warehouse Logistical Support Spring/Summer Emergency School Opening.

Answer 1. Yes, the Contract Number GAGA-2018-C-0044 was awarded to Tyson Project Management Group, LLC (TPM Group, LLC). This contract was awarded to augment the then existing Contract Number GAGA-2017-T-0031 with RWD Consulting LLC during the peak performance period of school opening/closing.

Question 2. Is there a current Incumbent Contractor providing DCPS Warehouse operations covered by the above or any other Solicitation?

Answer 2. Yes, see the answer to Question Number 1 above.

Question 3: What is the Name of the Incumbent Contractor, Dollar Value, and Period of Performance for the Incumbent Contractor?

Answer 3: The name of the Incumbent:

- a. Tyson Project Management Group, LLC (TPM Group, LLC).
- b. Dollar Value: Time and Material/Labor Hours Contract not to exceed \$450,000.00 per year.
- c. Period of Performance: June 01, 2018 to September 30, 2018. The POP was extended to November 30, 2018 with TPM Group, LLC.
- d. The Option Year One was not exercised with the RWD Consulting, LLC.

Question 4: Is the Incumbent Contractor eligible to bid the new Solicitation - GAGA-2018-R-0076 Moving, Warehouse, and Logistical Support Services?

Answer 4. Yes.

Question 5. Does Truck Rental with a DC CBE qualify as meeting this Solicitation Requirement?

REFERENCE: B.3 SUBCONTRACTING REQUIREMENTS:

B.3.1 Any non-Certified Business Enterprise (CBE) bidder responding to this solicitation that is required to subcontract shall be required to submit with its bid, any subcontracting plan required by law. Offerors responding to this RFP shall be deemed non-responsive and shall be rejected if the offeror fails to submit a subcontracting plan that is required by law.

REFERENCE: B.3.2 For contracts more than \$250,000, at least 35% of the dollar volume of the contract shall be subcontracted in accordance with section H.9.1.

Answer 5. Yes. For more information please visit this website <https://dslbd.dc.gov/>, or call Phone: (202) 727-3900. However, creating Joint Venture will qualify as meeting this requirement.

Question 6. Does DCPS have any historical workload data that can provide the frequency of when the work schedule fluctuated outside of the normal 8 hours a day, 5 days a week work schedule?

REFERENCE: Solicitation Paragraph B.1.2: This contract(s) is for full logistical support services for Modernizations, Moves, Emergency Support, School Opening Support, School Closing Support and any other tasks as the needs arise, starting from the date of award through the completion of the contract.

REFERENCE: C.1.3 Surge Requirement – The offeror shall outline clear strategies for fluctuating work schedule, especially during peak season and high demand.

Answer 6. Yes, however it would not be relevant for a bid disclosure because even though our work load fluctuates from day to day our normal work day does not extend pass 8 hours.

Question 7. The operations of a contract covering the requirements contained in this Solicitation requires availability of a large number of Temporary Workers that must be available within 24 hours or earlier upon receipt of notification with various penalties levied against the Contractor if these short-term notifications are not met. With the exception of a true Emergency, can the DCPS provide more notification/planning time than 24 hours?

REFERENCE: Solicitation Paragraph C.5.3.7.1 Work schedule: **f)** Contractor(s) shall have the capacity to ramp up on the number of trucks, drivers, laborer, within 24hrs notice unless in the event of an emergency which may require lesser notification. On average DCPS may need 2 - 3 trucks daily. During busy time which begins in April thru Aug up until school starts and beyond up until the end of the fiscal year, the need will increase to any number between 5 – 18 trucks with 2 laborers on each truck. Also, the Warehouse Logistics team ramps up on the number of drivers, laborers, and trucks during the last two weeks of school and could potentially go up to 20-30 extra laborers; this also applies for the weekend after school closes, School Opening weekend, and in the event of a school emergency.

Answer 7. DCPS Point of Contact (POC Crystal Horsley)/Contract Administrator(s) (CA Roger Asterilla) will determine and define what and when an emergency is.

Question 8. Paragraph C.13.2 above states “The highlighted supplies shall remain the property of DCPS to ensure ease of movement and proper transportation for all equipment and materials and shall not be retained by the Contractor”. Are some of the supplies listed as “a through k” supposed to be highlighted or does the requirement apply to all Items “a through k”?

REFERENCES: Solicitation Paragraph C.13. Supplies:

C.13.1 The Contractors shall provide all necessary moving and packing supplies for all vehicles and as requested to ensure all moves are done properly i.e. dollies, hand trucks, tape, packing boxes, large Gaylord bins, bubble wrap, shrink wrap, stair climbers, loading ramps and dock plates etc. at no cost to DCPS.

C.13.2 The highlighted supplies shall remain the property of DCPS to ensure ease of movement and proper transportation for all equipment and materials and shall not be retained by the Contractor:

a. 100 Large Gaylord Bins 48x24x28 at the beginning of the contract and 100 every three months after,

b. 1000 Packing boxes 12x12x12 (One time only as soon as Contractor begins the work),

c. 500 Book boxes 16x12x12 (One time only as soon as Contractor begins the work),

d. 300 Rolls of Packing Tape (Industrial Tape - Heavy Duty 3.5 MIL) (One time only as soon as Contractor begins the work),

e. 25 large rolls of Bubble wrap (UP Sable Bubble Roll - 12" x 300', 3/16", Perforated) (One time only as soon as Contractor begins the work),

f. 50 large rolls of Shrink wrap at the beginning of the contract. (One time only as soon as Contractor begins the work).

Answer 8. Only the highlighted items which are items: **a, b, c, d, e, f**, and should be retained by DCPS.

Question 9. Paragraph C.13.1 above relating to Supplies states the Supplies identified in sub-paragraphs “a through k” above “at no cost to DCPS.” Since the resulting contract would be a labor hour contract and the quantity of supplies required are way beyond the norm of supplies provided with a normal Moving Industry Truck Rental, would it be better to request these supplies as “Other Direct Costs” as not to inflate the Truck Rental Prices:

Answer 9. Yes. New Section B 4 (B.4.1.1 thru B.4.1.5) will replace existing Section B.4. (B.4.1.1 thru B.4.1.5).

Question 10. Does the initial Contract Staffing have to meet the 51% District Residents New Hires Requirements or does the 51% requirement only apply to new hires after the contract is operational?

REFERENCE: Solicitation Paragraph F.3.1 The Contractor shall submit to the District, as a deliverable, the report described in section H.5.5 which is required by the 51% District Residents New Hires Requirements and First Source Employment Agreement. If the Contractor does not submit the report as part of the deliverables, the District shall not make final payment to the Contractor pursuant to section G.3.2.

Answer 10. If the contractor hires any new employees to perform this contract, 51% of the new hires shall be District Residents. However, if the contractor does not hire any new employees to perform this contract then there is no need to 51% of hires to be District Residents.

Question 11. If a company is a “SBE” itself, does it still have to subcontract 35% of the Contract to another SBE or CBE?

REFERENCE: Solicitation Paragraph H.9.1.2 If there are insufficient SBEs to completely fulfill the requirement of paragraph H.9.1.1, then the subcontracting may be satisfied by subcontracting 35% of the dollar volume to any qualified certified business enterprises (CBEs); provided, however, that all reasonable efforts shall be made to ensure that SBEs are significant participants in the overall subcontracting work.

Answer 11. No, if the prime is SBE there will be no need for the 35% subcontracting requirement.

Question 12. Is the incumbent eligible to bid on this procurement?

Answer 12. Yes, the incumbent is eligible to bid on this procurement.

Question 13. Provide the current contract number, period of performance and award value.

Answer 13. Refer to Question and Answer Number 3.

Question 14. B.4.1 Price Schedule: Request additional labor category for tractor trailer driver.

Answer 14. See revised price schedule.

Question 15. B.4.1 Price Schedule: Request another Direct Costs (ODC) line to capture all consumable supplies required to deliver to DCPS at start of contract, etc.

Answer 15. See revised price schedule.

Question 16. B.4.1 Price Schedule: Please provide “Estimated Labor Hours” or provide historical annual workload and ramp up volume.

Answer 16. Estimated 800 -1000 hours

Question 17. C.5.3.3 Personnel Administration: “The contractor shall provide for employees during designated DCPS non-work days or other periods where DCPS offices are closed due to weather or security conditions.” Number of weather-related closings and days DCPS elects to close is not possible to predict or estimate.

Request DCPS identify labor categories and number of personnel required for core team, and award a firm fixed price contract for that team, which will allow for providing for employees on “non-work days” etc. Plus-ups and surge can be invoiced using loaded time & material rates.

Answer 17. The DCPS Warehouse team is essential personnel therefore the only non-working days are the District, Federal Holidays and weekends. Therefore all other days are to be treated as a regular scheduled work day with the same expectations.

Question 18. C.5.3.7.1 Work Schedule: At what rate will the Contractor be able to invoice for overtime?

Answer 18. Please visit the Department of Labor website:

https://www.dol.gov/whd/overtime/fact_sheets.htm.

Question 19. C.6.1 Supervisor: Will the Contractor fill this position? No Description provided is currently performed by DCPS employee.

Answer 19. This can be removed.

Question 20. If Contractor will not fill this position, request a labor category for Labor Team Lead to act as daily personnel manager. Could serve as driver as well.

Answer 20. The POC for this contract will be the go to person that the Contract Administrator (DCPS) warehouse staff will be dealing with. No need to have a category for the contractor. The Contractor must designate a person to ensure that this contract is being effectively handled and see through with regards to all the daily needs and support from the contractor.

Question 21. C.6.1.1 (j): States that the Supervisor must have the ability to operate a computer and manage data basis. Information received during the warehouse “walk through” indicates that the supervisor will not be provided a computer nor will he or she be managing any databases. Please clarify.

Answer 21. The supervisor will only be dealing with the team as needed and will not deal with DCPS database at all. This Section C.6.1.1 (j) hereby is deleted.

- Question 22. C.6.5.1 (a) Equipment Requirement: Two trucks, two drivers and four laborers – will this arrangement be filled 40 hours per week throughout the period of performance? No, as stated the hours fluctuate and some weeks we may only require 1 truck with 2 laborers and 1 driver. If not, what is the minimum guaranteed number of positions and trucks that will be consistent throughout the period of performance?
- Answer 22. Our operation fluctuates and is based on the needs of the schools therefore if only one truck is needed we will only request one truck to complete the needed tasks.
- Question 23. C.6.5.1 (d): Must each truck carry a dock plate?
- Answer 23. No.
- Question 24. C.6.5.1 (e): Will the 25 dollies remain the property of – and will they be for the exclusive use of - the Contractor?
- Answer 24. Yes.
- Question 25.** Is the provided space for the 25 dollies securable?
- Answer 25. Yes, but the Contractor is responsible for the upkeep and ensuring all materials get back on the designated trucks and secure the area.
- Question 26. C.13.1: Contractor shall provide tape, packing boxes, bins, bubble wrap and shrink wrap. Please provide historical consumption data to enable us to gauge amount of supplies necessary.
- Answer 26. Refer to updated Section B.4.
- Questions 27.** C.13.2 (a) – (f): Are these required supplies in addition to the tape, packing boxes, bins, bubble wrap and shrink wrap C.13.1 requirement, or does this list quantify extent of the C.13.1 requirement?
- Answer 27. The extent of the C.13.1 requirement, but this is at the beginning and when there is large moves during the Summer.
- Question 28.** F.3 Deliverables: What is the relationship between the quantity 5 drivers and 12 laborers in this section and the 2 drivers and 4 laborers required in paragraph C.6.5.?
- Answer 28. The Contractor must provide list of extra drivers and laborers that can be called upon and be able to step in at any given time. To have this available does not put DCPS in a bind when someone calls out or the need to ramp up.
- Question 29. I.8 (A)(5) Environmental Liability Insurance: We have never had to provide this in over 30 years of business in the moving or warehouse management industry. Commercial Umbrella or Excess Liability can adequately address this. Request this be removed.
- Answer 29. At this time this Clause will stay.
- Question 30. Will the laborers or warehouse workers be handling hazardous materials?
- Answer 30. No.
- Question 31.** I.8 (A)(6) Sexual/Physical Abuse & Molestation: What is the purpose of this requirement for this contract? Request its removal.

Answer 31. This Clause hereby has been removed.

Question 32. J.7 Tax Certification Affidavit: Please explain what is required for this document to be compliant.

Answer 32. *All required information is self-explanatory. No need to answer, "Square and Lot Information."*

Question 33. J.11 Qualification Matrix Worksheet: Please provide instructions on how to complete this worksheet. At minimum, what "Response" are we to provide? Yes or No?

Answer 33. *If the proposed laborer has the listed qualification, the answer is "Yes," and if they do not have the listed qualification, the answer should be "No." And if additional explanation is needed, please add those in the section labeled "additional comments."*

Question 34. L.3.2: What "Licenses" are required?

Answer 34. *Any applicable license, an example may be your DC business license, a copy of the CDLs for the truck drivers, etc.*

Question 35. L.3.9: What "Representations" are required to be included in the proposal? Section K refers only to post-award representations.

Answer 35. Certifications and Representations listed at Section K.

Question 36. L.7.1.3 NOTE: To whom do the labor categories in the matrix refer? Specific individuals? The company?

Answer 36. See the labor headers on each portion of the matrix.

Question 37. L.7.2.2 To what does "parking" refer? If parking expenses will be incurred when delivering to schools and Central Office, please provide a list of locations where this may occur.

Answer 37. Delete Section L.7.2.2 "The fixed hourly rate shall include all ancillary items needed to complete the job/service (i.e, labor, wages, overhead, administrative expenses, tools, materials, parking, etc.)
Replace with The fixed hourly rate shall include all ancillary items needed to complete the job/service (i.e, labor, wages, overhead, administrative expenses, parking, etc.).

Question 38. M.4.1 Factor 2: We have not received any Notices of Violation. What information can we provide to be evaluated?

Answer 38. Whatever documents providing evidence of satisfactory performance.

Question 39. M.6.1: Are preference-based evaluated-price reductions cumulative? For example, will a military-service-veteran and resident-owned, long-time, small, disadvantaged local business located in an enterprise zone receive a 26% reduction in bid price for evaluation purposes?

Answer 39. The preference points cap at 12% the maximum.

Question 40. Wage Determination: Are the benefits listed on the wage determination all that is required to be provided to employees?

Answer 40. Wage Determination (Attachment J.2), Attachment J.5 and Attachment J.6.