


AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. Contract Number GF-2016-R-0032	Page of Pages 1 10	
2. Amendment/Modification Number GF-2016-R-0032-001	3. Effective Date July 11, 2016	4. Requisition/Purchase Request No.		5. Solicitation Caption IDIQ for Construction Management Services	
6. Issued By: University of the District of Columbia Capital Procurement Division 4200 Connecticut Avenue, NW, Room C/04 Building 38 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 Building 38 Washington, DC 20008		
8. Name and Address of Contractor (No. Street, city, country, state and ZIP Code)			(X)	9A. Amendment of Solicitation No. GF-2016-R-0032	
				9B. Dated (See Item 11) June 30, 2016	
				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>5</u> copies 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>5</u> copy to the issuing office.					
14. Description of amendment/modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)					
Announcement No. GF-2016-R-0032 for IDIQ for Construction Management Services at the University of the District of Columbia is hereby amended as follows:					
1) Answers to questions from prospective offerors are attached as (Attachment A).					
2) Page 22 is deleted and substituted with the revised page 22 attached as (Attachment B).					
3) Page 33 is deleted and substituted with the revised page 33 attached as (Attachment C).					
4) Pre-proposal conference Sign-in sheet (Attachment D).					
5) All other Terms and Conditions remain the same.					
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 Eddie Whitaker		
15B. Name of Contractor		15C. Date Signed	16B. District of Columbia		16C. Date Signed
(Signature of person authorized to sign)					7-11-16
			(Signature of Contracting Officer)		

ATTACHMENT A

University of the District of Columbia
IDIQ for Construction Management Services

Solicitation No. GF-2016-R-0032

Questions & Responses

1	Page # 4 of the RFP includes two Project Managers as part of the fee schedule, but Page #22 cites a Senior PM as part of contractor employee qualifications. Could you confirm if UDC is requesting an hourly rate for two Senior Project Managers or Project Managers?	Page 22 is deleted and substituted with the revised page 22 attached (attachment B).
2	The RFP doesn't include an attachment for a past performance evaluation form for each project reference. Could you confirm if the District's standard past performance evaluation form can be submitted as part of the proposal?	To document past performance, Offerors are to submit either letters of recommendation or past performance evaluation forms. Evaluation forms must be District Government standard or similarly formatted. All past performance documents must clearly identify the staff member or project being evaluated and the name, title and contact information of the reference provider.
3	The RFP doesn't include an attachment for a past performance evaluation form/letter of recommendation for proposed staff. Could you confirm if the offeror can develop and submit a letter of recommendation?	To document past performance, Offerors are to submit either letters of recommendation or past performance evaluation forms. Evaluation forms must be District Government standard or similarly formatted. All past performance documents must clearly identify the staff member or project being evaluated and the name, title and contact information of the reference provider.
4	The fee schedule includes columns for minimum and maximum amounts, hourly rate and total amount. Could you confirm if the fee schedule is to include only fully loaded hourly rates for each labor category and the total number of staff requested?	Yes. This is correct. Offerors are to fill in for Hourly Rates and Total Amounts.
5	Page 33 G.9.3 references 3 years. Price is for base and 4 options.	Page 33 is deleted and substituted with the revised page 33 attached (attachment C).
6		
7		

ATTACHMENT B

C.15 CONTRACTOR EMPLOYEE QUALIFICATIONS: The following minimum qualifications are required for each of the labor categories required on the contract.

C.15.1

Project Manager: A senior executive with extensive experience in the real estate and Professional Services field organizing and managing large or medium building construction projects of similar complexity and magnitude. The candidates for this position shall be a registered professional (RA, PE, PMP, CMA).

C.15.2

Project Manager Junior: Professional Engineer in Training, Architect or Construction Manager with experience in organizing and managing large or medium building construction projects of similar complexity and magnitude.

C.15.3

Construction Manager: Qualified professional in this field with related experience in large or medium building construction projects of similar complexity and magnitude. Responsible for coordinating daily construction operations, and provides regular status and incident reports. The candidates for this position shall be a registered professional (RA, PE, PMP, CMA).

C.15.4

Sr. Cost Estimator: Qualified certified professional in this field with related experience in large or medium building construction projects of similar complexity and magnitude.

C.15.5

M/E/P Inspector: Qualified professional in this field with extensive related experience in large or medium building construction projects of similar complexity and magnitude

C.16 GOVERNMENT RECORDS

The Contractor shall not disclose any information or data to anyone unless approved by the District. All such information or data is reserved exclusively for use between the University and the Contractor, including employees of the Contractor's firm. When deemed appropriate, the University may authorize the release of certain information or data necessary for use by the Contractor in performance of contract work, and in such cases specific written authorization must be obtained from CO in advance. Such data so released shall not be further disseminated and shall not be considered released into the public domain. The Contractor must ensure that this clause is included in all tiers of subcontracts.

ATTACHMENT C

G.9 ORDERING LIMITATIONS

G.9.1 MINIMUM ORDER:

The University guarantees the minimum order limitation to the Contractor in the amount of \$250.00 per year on the contract.

G.9.2 MAXIMUM ORDER:

There will be a maximum of \$950,000.00 per year on the contract. The University may issue any number of TOs, in any amount, the cumulative total of which cannot exceed \$950,000.00.

G.9.3 TOTAL CONTRACT AMOUNT:

The total amount for 5 (5) years shall not exceed \$4,750,000.00.

G.10 TASK ORDERING PROCEDURES

G.10.1 Ordering:

Any services to be performed under this contract shall be based on fixed price TO(s) issued in writing and signed by the CO. All TOs are subject to the terms and conditions of this contract. In the event of conflict between a TO and this contract, the contract shall control.

G.10.2

As the need exists for performance under the terms of this contract, the CO shall notify the contractor of an existing requirement via the issuance of a RFP. The RFP will detail the project scope.

G.10.3

If the University feels that the price submitted by the Contractor for the RFP is not reasonable, the University will negotiate the price and then issue a TO to the Contractor.

G.10.4

Upon receipt and acceptance of the TO, the Contractor shall take necessary action to comply with the requirements and the period of performance stated in the TO.

G.10.4.1

Each TO shall include the following information:

- (1) Specific scope of requirement inclusive of all tasks and deliverables
- (2) Date of the TO
- (3) Contract number and TO number
- (4) Number of hours in each labor category with unit price
- (5) TO performance period or delivery schedule
- (6) TO administrator or point of contact if different from the CA
- (7) Place of performance

G.10.4.2

The CA shall be responsible for the daily administration of the TOs and the performance of the Contractor.

G.11 TASK ORDER COMPETITION

Under this Contract, the University shall offer Professional Services for various construction projects to IDIQ Contractors. It is the University's intention that all IDIQ Contractors shall have an opportunity to provide services to the University. Each successive RFP the University issues will specify the basis for

ATTACHMENT D

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