

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT			1. Contract Number		Page of Pages		
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2. Amendment/Modification Number 002		3. Effective Date See Box 16C		4. Requisition/Purchase Request No.		5. Solicitation Caption Poplar Point Owner's Representative Services	
6. Issued by: Code [] Office of the Deputy Mayor for Planning and Economic Development Office of Contracts, Procurement and Grants 1015 Half Street, S.E., Suite 675 Washington, D.C. 20003			7. Administered by (If other than line 6) Office of the Deputy Mayor for Planning and Economic Development Housing Policies and Programs 1350 Pennsylvania Avenue, N.W., Suite 317 Washington, DC 20004				
8. Name and Address of Contractor (No. street, city, county, state and zip code) TO ALL PROSPECTIVE OFFERERS			9A. Amendment of Solicitation No. DCEB-2023-R-0003		9B. Dated (See Item 11) May 15, 2023		
Code [] Facility []			10A. Modification of Contractor/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. 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 one (1) 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 ACKNOWLEDGMENT 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 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 CONTRACTORS/ORDERS , IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14							
A. This change order is issued pursuant to (Specify Authority): 27 DCMR, Chapter 36, Section 3601.2(b) 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:							
C. This supplemental agreement is entered into pursuant to authority of: 27 DCMR 3601.2 Change Clause, 27 DCMR 2005.6(d) as amended							
D. Other (Specify type of modification and authority) Paragraph 15, Changes, Standard Contract Provisions							
E. IMPORTANT Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return one (1) copy to the issuing office.							
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.) PROSPECTIVE OFFEROR QUESTIONS OF CLARIFICATION AND THE DISTRICTS RESPONSES ARE SET FORTH BELOW: The deadline for proposals has been extended to Tuesday, June 20, 2023, at 2:00 pm Question 1: Would being awarded the position of Poplar Point Owner's Representative preclude the selected firm from participating as a team member on a subsequent DMPED solicitation for Poplar Point? Response: Upon completion of a task's scope, the OR may propose to self-perform the activities. If not, or if DMPED proposes proceeding with the RFP process, the OR would be precluded from responding and completing the task. For any additional solicitations specific to the redevelopment of part or the whole site – the awardee, serving as the OR, will be precluded from responding as a team member on a subsequent DMPED solicitation for the development of Poplar Point.							
Except as provided herein, all terms and conditions of the document is 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 Jacque McDonald, DBA, MBA, MST, NIGP-CPP, CPPO, CPPB Director of Contracts, Procurement and Grants				
15B. Name of Contractor (Signature of person authorized to sign)		15C. Date Signed	16B. District of Columbia <i>Dr. Jacque McDonald</i> (Signature of Contracting Officer)		16C. Date Signed June 8, 2023		

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Question 2: Would being a Subcontractor working under a Prime contractor awarded the position of Poplar Point Owner’s Rep., be precluded from participating on a subsequent DMPED solicitation for Poplar Point?

Response: No, a subcontractor to the Prime will not be precluded from responding to future RFPs for Poplar Point.

Question 3: Section M.3.1.4.2 under Qualification of Key Personnel notes that “Respondent shall provide a list of proposed consultants and subcontractors. Provide qualifications for each.” In a typical solicitation process that is spread over 30-90 days, we assemble a team of the most qualified/best-suited consultants and subcontractors by issuing requests for qualifications and conducting interviews. We find this results in the best outcome for our clients and partners. However, in this abbreviated solicitation period of only three weeks inclusive of a holiday, our typical review process is not feasible. As such, is it acceptable to the District for offerors to submit a list of potential consultants and subcontractors, to be further vetted, interviewed, and selected upon award, along with qualifications for each in the format of a one-paragraph description per consultant?

Response: The deadline for proposals has been extended to Tuesday, June 20, 2023, at 2 pm.

Question 4: Line 6.1 under Section C.5.6 – Additional Tasks on Page 13 of the solicitation notes “Provide owner’s representative services, real estate advisory services, and construction and development management services to support the project including additional tasks as assigned by the District.” Will offerors, if awarded, be precluded from future Poplar Point Project work including (i) any future horizontal development for the District, (ii) any future fee development opportunities or contracts, or (iii) the ability to bid on future pads as developers in a sponsored capacity?

Response: Please see question 1.

Question 5: What is the anticipated period of performance for the selected Owner’s Representative, and what is the rationale behind the request for pricing of additional option years if the funds must be spent in FY23?

Response: Term is contingent on performance. It is anticipated that the project will span multiple years. It is expected that the contract will last through disposition of the property.

Question 6: Does the RFP contemplate receiving a proposal from a law firm with expertise in dealing with the National Park Service, including on land transfers from the National Park Service? Our law firm has this experience, but our proposal would be limited to legal work regarding a land transfer, and would not seek to provide any real estate or business service or any services concerning non-federal real estate law.

Response: While we appreciate your expertise, the RFP is for an Owners Representative, which reflects our immediate need.

Question 7: Could you please confirm that references to ‘Contractor’ in the solicitation refer to the selected respondent? Please confirm that General Contracting services are not requested for this RFP?

Response: Both inquiries are confirmed.

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Question 8: We are proposing to submit as a CBE Joint Venture, however with 3 weeks turnaround time for the proposal, there may not be enough time for DSLBE to certify the JV. Is this an issue if our individual CBE certification and proof of JV Certification application is included with the response?

Response: The deadline for proposal submission has been extended to Tuesday, June 20, 2023, at 2 pm. DSLBD certifies CBE Joint Ventures, and the CBE JV certification must be submitted with the offeror’s proposal.

Question 9: In proposal section M.3.2 for PRICE CRITERION where the price evaluation objective and formula for evaluation of the price is provided, there is no mention if this will be applied to only the ‘BASE YEAR’ Grand Total in B.3.1. Is this the only price that will be scored?

Response: The “Base Year” will be evaluated, along with fee schedules and annual increases for evaluation.

Question 10: Or will all the Grand Totals for the ‘OPTION YEARS’ (ONE through FOUR/B.3.2 through B.3.5) be evaluated for scoring as well? And if they are included will the score assigned be based on the GRAND TOTAL for all years in a single combined total or separately?

Response: No, provide a fee schedule and annual increase for evaluation.

Question 11: Section C.1.2 second, third and fourth bullets. We assume that the Office of Planning and DMPED would make the decisions concerning where the park shall reside, where NPS will be relocated, and where potential monuments will go. Please clarify what specific tasks DMPED anticipates the Owner’s Representative will need to provide.

Response: DMPED will be the decision maker. Tasks are defined in the body of the RFP. Additional tasks will be written to assist in making decisions in the referenced bullets. Tasks including site plan and geotechnical report will all be required to complete a land use plan which identifies the location of the park and federal monuments.

Question 12: Section C.1.2, Page 4, Paragraph starting with “Professional Services supporting.....”. The text in this paragraph indicates the work will be assigned through task orders. Please confirm that the Task orders are those listed in Section B.3.1. If the task orders are not the CLINS in B.3.1 please clarify the list of specific task orders so this work can be costed as a firm fixed price offer.

Response: Yes, the tasks referenced are included in B.3.1 and further detailed in C.5.1 – C.5.6. Note that C.5.6 details the need for additional work that will be completed via task order.

Question 13: Section C.1.2 Page 4, Paragraph starting with “Professional Services supporting.....”. Please clarify the discussion concerning the fact that the EIS and comprehensive land use plan, and master plan will be conducted jointly by DMPED and OP through a separate process. Please clarify that the only assistance needed in Phase I (which we assume is the base year) is only Neighborhood and community need assessment, Market and development opportunity analysis, and Development scenario alternatives and what fraction of the effort for these three items would be completed by DMPED and OP.

Response: Phase I will be completed separately and outside of the proposed OR scope. If any additional support is required, it will be completed via task order.

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Question 14: Section C.1.2 Page 4, last sentence. The text that states the remaining phase will commence in FY23. Should this be FY24?

Response: **If there is work that can overlap with Phase I work then work will commence in FY 23, if it is determined that there is not, work will commence once Phase I is complete.**

Question 15: Section C.5.1, Page 7. This task indicates that a schedule will be provided for all tasks. Since this work is being completed on a task order basis does DMPED anticipate all tasks for each year of the contract will be assigned at the beginning of each year or will these be assigned at various times?

Response: **Tasks will be issued as needed.**

Question 16: Section C.5.2.1, Page 7. Since this contract is firm fixed price please clarify the number of interviews to be used for this bid.

Response: **Assume five stakeholders and provide a rate per interview and associated administrative work. Detail your response so the District may properly level by adjusting the number of stakeholders and anticipated number of meetings per stakeholder as needed.**

Question 17: Section C.5.3.1, Page 8. The text in this section states that the contractor will perform or assist DMPED and NPS in soliciting a consultant. Please clarify the level of assistance required if not entirely performed by the Owner’s representative.

Response: **If “self-performing” is not an option, the contractor will be responsible for managing the RFP process and managing the awardee. A prime to subcontractor relationship.**

Question 18: Section C.5.4.1, Page 8. This comment is similar to the previous. Please clarify whether the contractor will self-perform the listed potential reports or whether DMPED will do some of this work. Since the types and number of potential reports appear to be unlimited, can DMPED provide an estimate to be used for this fixed price contract. The last sentence of this section implies that the Owner’s Representative will self-perform all the additional reports and studies. Please clarify whether the bidder should assume they are providing all the services as part of this bid or just helping solicit others to perform this work.

Response: **Assume five documents and provide a rate per review and associated administrative work. If “self-performing” is not an option, the contractor will be responsible for managing the RFP process and managing the awardee.**

Question 19: Section C.5.6.1, Page 8. Task 6 is not listed as a CLIN. Please clarify that the effort presented in this section is not part of the bid.

Response: **Provide rates and annual increases.**

Question 20: Which forms should be submitted with the Technical Proposal? Proposal instructions in Section K and L.2 seem to indicate only Attachments J.8, J.10, J.11, and the Bidder/Offeror Certification Form are required.

Response: **The proposal submission shall include all applicable forms relevant to the offeror and this solicitation.**

Question 21: Can additional consultants be added to our team during the course of the work to meet DMPED’s needs?

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Response: Yes.

Question 22: Are you expecting the Section 3 Technical Approach to include scope language for potential task orders that may be needed now or in later years? And should the CLINs for Task 4 include budget for potential task orders? Or will those services be defined and procured at a later date?

Response: Services will be defined and tasked later. Provide fully loaded employee hourly rates and annual increases in lieu of pricing.

Question 23: How will proposed prices for Task 4 services be compared objectively? The RFP does not specifically describe a set scope/deliverables or an anticipated level of effort for respondents to consistently price.

Response: By providing your fully loaded hourly rates per, the District will be able to level bids as necessary.

Question 24: Will the Owner’s representative be tasked with procuring and/or executing the EIS and/or Master Planning Services that are described as being part of a separate process?

Response The OR may propose to self-perform the joint EIS/Master Plan. If the respondent proposes self-performing the task, the District will either choose to move forward with the respondent or opt to procure services through an RFP process a process supported by the OR.

Question 25: Please provide clarity on the elements of this project for which the owner’s representative team should provide a scope and fee compared to elements that will be procured separately (e.g., Master Plan, EIS, etc.)?

Response: Please see question 24.

Question 26: If procured separately, is the Owner’s Representative team precluded from pursuing the EIS and master planning scope of work?

Response: The Owner’s Representative will be able to self-perform all tasks mentioned.

Question 27: Which “other District projects” are contemplated in Task 6 in addition to Poplar Point?

Response: There aren’t any specifically contemplated at this point.

Question 28: Given the significance and complexity of this important assignment, please consider extending the RFP submittal date.

Response: Please see question 3.

Question 29: Section B.2 – Firm Fixed Contract: Due to the many unknown variables in the scope of work, is there a budgetary estimate or price reasonableness range for this RFP?

Response: We cannot provide a final total budget for this project. It is complex and anticipated to span multiple years.

Question 30: Section B.5 – Contract in Excess of \$250,000: Can the Department please confirm the anticipated contract value is greater than \$250,000; requiring at least 35% subcontracting, in accordance with section H.9?

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Response: The contractor should anticipate 35% SBE.

Question 31: Section F.3 – Deliverables, C.5.3, 3.2: The deliverable titled “*Produce site survey for Poplar Point and any other specified sites.*” has a quantity of “TBD” listed. Without a quantity, price evaluation could be skewed by a low estimate. For price parity purposes, please provide a quantity to estimate for Firm-Fixed Pricing.

Response: For C.5.3, propose pricing for one site survey for Poplar Point.

Question 32: Section F.3 – Deliverables, C.5.4, 4.1: The deliverable titled “*Identify and self-perform or solicit required reports, including geotechnical report, environmental assessments, etc. (C.5.4.1)*” has a quantity of “TBD” listed. Without a quantity per type of report, price evaluation could be skewed by a low estimate. For price parity purposes, please provide a quantity to estimate for Firm-Fixed Pricing.

Response: For C.5.4.1, propose pricing for a geotechnical report.

Question 33: Section F.3 – Deliverables, C.5.5, 5.1: The deliverable titled “*Recommendations for how to develop a successful application for a future area reconstruction and other applicable federal infrastructure funding or planning studies to advance strategic goals*” has a quantity of “Various” listed. Without a quantity, price evaluation could be skewed by a low estimate. For price parity purposes, please provide a quantity per type of report to estimate for Firm-Fixed Pricing.

Response: Provide proposed pricing and corresponding qualifications and clarifications.

Question 34: Section H.9 – Subcontracting Requirements: If a certified SBE/CBE firm forms a JV with an uncertified firm, but the JV is not yet approved by DSLBD, will the JV be scored with full CBE Preference Points of the SBE/CBE firm, pending DSLBD’s approval of the JV?

Response: No.

Question 35: Section H.9 – Subcontracting Requirements: Under a certified JV, will both members of the JV (the CBE firm and the non-CBE firm) be considered prime contractors, as members of the JV and not subcontractors – without a requirement for a third firm (a second certified CBE) to meet 35% of the non-CBE dollars?

Response: A prime contractor certified joint venture requires the CBE member to perform at least 50.0% of the contracting efforts. If it subcontracts, at least 35% of the subcontracting efforts shall be with CBEs. A prime contractor certified joint venture is further defined in H.9.1.5 of the solicitation.

Question 36: Section L.2.1 and Section L.4.1 – Proposal Submission: The current due date is at 2pm on June 6. With the upcoming Memorial Day holiday, this leaves only six (6) working days for responses to be provided and bidders to incorporate the responses into their proposals. This seems very short and could be detrimental to bidder participation. The questions above impact team structures, technical responses and pricing. In the interest of receiving the best possible proposals, will the Department extend the proposal submission date to June 20?

Response: Please see question 3.

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Question 37: Section L.14 – Best and Final Offers: This section references a “competitive range”. Please define the competitive range for this proposal.

Response: Competitive Range is typically defined as “those proposers whose proposals have a reasonable chance of being selected for award.”

Question 38: Section M.3.1.1.1 – Knowledge and Experience Criteria: The final bullet states “Experience designing and programming a heliport a plus.” This differs from the preceding sentence. Will the Department please revise the sentence to add “overseeing” to the statement, “Experience overseeing the design and programing of a heliport a plus.”?

Response: It remains a plus if the resultant Contractor can self-perform. It is not necessary but remains a plus.

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