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DISTRICT OF COLUMBIA COURTS
Administrative Services Division
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Washington, DC 20001-2131



Geoffrey A. Mack
Acting Administrative Officer

AMENDMENT NO. 0001

TO: **ALL PROSPECTIVE CONTRACTORS**

AMENDMENT
ISSUE DATE: **January 24, 2024**

SUBJECT: **Solicitation No. DCSC-24-RFP-0170**
DC Courts CM and Quality Assurance Services

PROPOSAL
SUBMISSION
DATE: **March 15 by 10:00 AM -12:00 PM**
Eastern Standard Time

This Amendment (“Amendment”) No. 1 is issued and hereby published on the Courts’ website and effective as of the date shown above. Except as modified hereby, the RFP remains unmodified.

Item No. 1: Presentation made during the Pre Bid meeting is being added as part of the RFP.

Item No. 2: Attendance Sheet is being added as part of the attachments

ItemNo.3 Page 1.

Delete : Offerors shall provide the following information no later than Monday, January 22, 2024, by 5:00 PM Local time, for all participants to (e-mail): Maria.rivera@dccsystems.gov

Replace with : Offerors shall provide the following information no later than Monday, January 22, 2024, by 5:00 PM Local time, for all participants to (e-mail): Maria.rivera@dccsystem.gov

Item 4. Page 97

Delete:

L.2.2 Offerors shall submit one (1) signed original, one (1) electronic (pdf) signed copy of the proposal and electronic (xlsx) copy of attachment J.10, and four (4) bound copies of the Technical Proposal. Each proposal shall be

properly indexed and include all information requested in the RFP. The District of Columbia Courts will not accept a facsimile copy of a proposal as an original. Unless specifically authorized in the solicitation, the District of Columbia Courts shall not accept telegraphic proposals. Offerors shall submit all pages of the Request for Proposal (RFP), all attachments, and all documents containing the offeror's proposal.

Replace with :

L.2.2 Offerors shall submit one (1) signed original, one (1) electronic (pdf) signed copy of the proposal and electronic (xlsx) copy of attachment J.10, and five (5) bound copies of the Technical Proposal (total 6). Each proposal shall be properly indexed and include all information requested in the RFP. The District of Columbia Courts will not accept a facsimile copy of a proposal as an original. Unless specifically authorized in the solicitation, the District of Columbia Courts shall not accept telegraphic proposals. Offerors shall submit all pages of the Request for Proposal (RFP), all attachments, and all documents containing the offeror's proposal.

Item 5 Section J page 91.

Delete: Attachment J.7 District of Columbia Courts Release of Claims
Replace with: Attachment J.7 Cert Regarding Drug Free Workplace

Item 6 Section C

Page 8, C.4 PLACE OF PERFORMANCE: OVERVIEW OF SITE & FACILITIES

C.4.1 The Judiciary Square Campus and Facilities

Delete:

Facility Type	Building Address (Judiciary Square Campus)	Area (Gross Square Feet/GSF)
Court/Office Building	500 Indiana Ave NW (H. Carl Moultrie	909,400
Court/Office Building &	515 5th St NW (Building A)	123,900
Court/Office Building &	510 4th St NW (Building B)	122,500
Court/Office Building	410 E St NW (Building C)	54,000
Court/Office Building	430 E St NW (Building D/Historic Courthouse)	146,550
Parking Garage	449 5th St NW (Garage)	101,200
Court/Office Building	515 D St NW (Recorder of Deeds (RoD)	4
Total Square Footage		1,502,150

Replace with

Facility Type	Building Address (Judiciary Square Campus)	Area (Gross Square Feet/GSF)
Court/Office Building	500 Indiana Ave NW (H. Carl Moultrie	909,400
Court/Office Building &	515 5th St NW (Building A)	123,900

Court/Office Building &	510 4th St NW (Building B)	122,500
Court/Office Building	410 E St NW (Building C)	54,000
Court/Office Building	430 E St NW (Building D/Historic	146,550
Parking Garage	449 5th St NW (Garage)	101,200
Court/Office Building	515 D St NW (Recorder of Deeds (RoD))	44,60
Total Square Footage		1,502,150 GSF

Item 7 Attachment

Delete: Attachment J.13.B DC Courts Audiovisual Standards (Corrupted file that could not be opened).

Replace: Attachment J.13.B DC Courts Audiovisual Standards (Corrected Copy)

Please see Attachment- A to this Amendment 0001 – “Responses to Questions Posed by Potential Offerors”.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED

One (1) copy of this amendment is being sent to all prospective Offeror's. The prospective Offeror shall sign below and attach a signed copy of this amendment to each proposal to be submitted to the Courts in response to the subject solicitation or otherwise acknowledge this amendment with the signed offer as stated in the original solicitation documents. Proposals shall be delivered in accordance with the instructions provided in the original solicitation documents.

Geoffrey Mack
Contracting Officer

Acknowledgement of this Amendment, together with the Offeror's proposal, must be received by the District of Columbia Courts as stated in the solicitation no later than the closing date and time specified above for the receipt of proposals.

Failure by the Offeror to properly acknowledge receipt of this Amendment Number 0001 may be cause for rejection of the proposal submitted by the Offeror in response to the subject solicitation.

This Amendment Number 001 is acknowledged and is considered a part of the proposal for Solicitation Number– Solicitation No. DCSC-24-RFP-0170 DC Courts CmServices

Signature of Authorized Representative

Date

Name of Authorized Representative

Title of Authorized Representative

Name of Offeror

Attachment A

From: Flor Rivera	Q & A Round: 1
Program: Capital Project Facilities Management Division	Date:
Email: maria.rivera@dccsystem.com	Pages: 2

cc: Judith.Hill@dccsystem.gov	DC Courts
cc:	
cc:	
cc:	

This Document includes the following:

-Solicitation Questions & Answers Round: 01

SOLICITATION QUESTIONS & ANSWERS: ROUND 01

1. Q.1 L.2.8., p 80. Can proposals be mail or hand delivered (by a delivery service or by an individual team member) before March 15 or can they only be hand delivered between 10am and 12pm?

Yes, they can be mail or hand delivered withing that time frame 10 am- 12 PM. at

Flor Rivera, Senior Contract
Specialist Procurement and
Contracts Branch

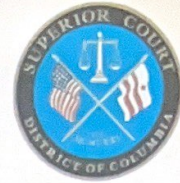
700 6th Street, N.W., 12th Floor
Washington, D.C. 20001
Telephone Number: (703) 901-
1547

Email: maria.rivera@dccsystem.gov

2. L.2.1., p. 79. Are the cover letter, table of contents, and dividers, CV's , biodatas, certifications, budget, budget summary and references included in the 35-page limit? **No, they do not count against the maximum number of pages**



DCSC-24-RFP-0170
DC Courts CM Services



Date: 1:00 am, 24 January 2024
Sign-In Sheet

Name:	Organization:	Phone:	Email:	Initials
Judi Hill	CPFMD	(202) 879-2871	Judith.hill@dccsystem.gov	
Danielle Reinhold	CPFMD	(202) 446-3535	danielle.reinhold@dccsystem.gov	
Flor de Maria Rivera	ASD	(703)-901-1547	Maria.rivera@dccsystem.gov	
Dana Friend	CPFMD		dana.friend@dccsystem.gov	
Brett Johnson	CPFMD	(202)-879-4261	brett.johnson@dccsystem.gov	BS
Name:	Organization:	Phone:	Email:	Initials
Rishi Mattoo, Brandon Fogarty	Grant Leading Technology	434-825-4853	Rishi.mattoo@grantleadingtechnology.com , brandon.fogarty@grantleadingtechnology.com	Rm BF
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Olamide Williams	Olan Williams & Associates LLC		olawilliams@olanwilliamsandassociates.com	Ol
Oliver Wolfert	Hill Int.	C: 202-640-8700	OliverWolfert@hillintl.com	OW
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Michael Lawrence	KGO		michael@kgopm.com	✓
Brett A. Gomberg	Brown Construction Services, Inc		brett@bcservices-inc.com	BC
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Daryl Starks	Procon	202.540.0174	dstarks@proconconsulting.com	✓
Alena Bennett <i>Nikki Somme</i>	Elysium Logistics LLC	646-784- 6788		
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Daryl Starks	Procon	(202) 540-0174	DStarks@ProconConsulting.com	
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Jaclyn Cavanaugh	KGO	919 610 0054	jaclyn@kgopm.com	✓
Necole Parker	ELOCEN	301.332.726	necolep@elocengroup.com	✓
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SELENA LO	JMT	202.262.5028	slo@jmt.com	SL
Jessie Matthews	VS	571.919.4021	jmatthews@vcsol.com	
Car Vesque	Elysium	202 366 7436		

District of Columbia Courts

Capital Projects and Facilities Management Division (CPFMD)



Pre-Bid Conference for Construction Management (CMa) and Quality Assurance (QA) Services Solicitation

January 24, 2024



District of Columbia Courts

Capital Projects and Facilities Management Division (CPFMD)



Agenda

I. Overview

- Judiciary Square Campus
- Leased Spaces
- DC Courts/Capital Projects and Facilities Management Division (CPFMD) Organizational Structure

II. Stakeholder Engagement

III. CMA / QA Major Scope of Work Elements

IV. Campus Wide Initiatives

V. Current & Future Projects

- Current Projects (under Construction)
- Anticipated to commence in FY24
- Anticipated to commence in FY25

District of Columbia Courts

Capital Projects and Facilities Management Division (CPFMD)



Overview

Judiciary Square Campus

Building A (515 5th St.) - Appx 66k OSF

(Probate Division, Crime Victims Compensation)

Building B (510 4th St.) - Appx 68k OSF

(Landlord Tenant, Small Claims)

Building C (410 E St.) - Appx 29k OSF

(IT Division, Multi-Door ADR)

Building D – Court of Appeals

(430 E St.) - Appx 59k OSF

(Historic Courthouse)

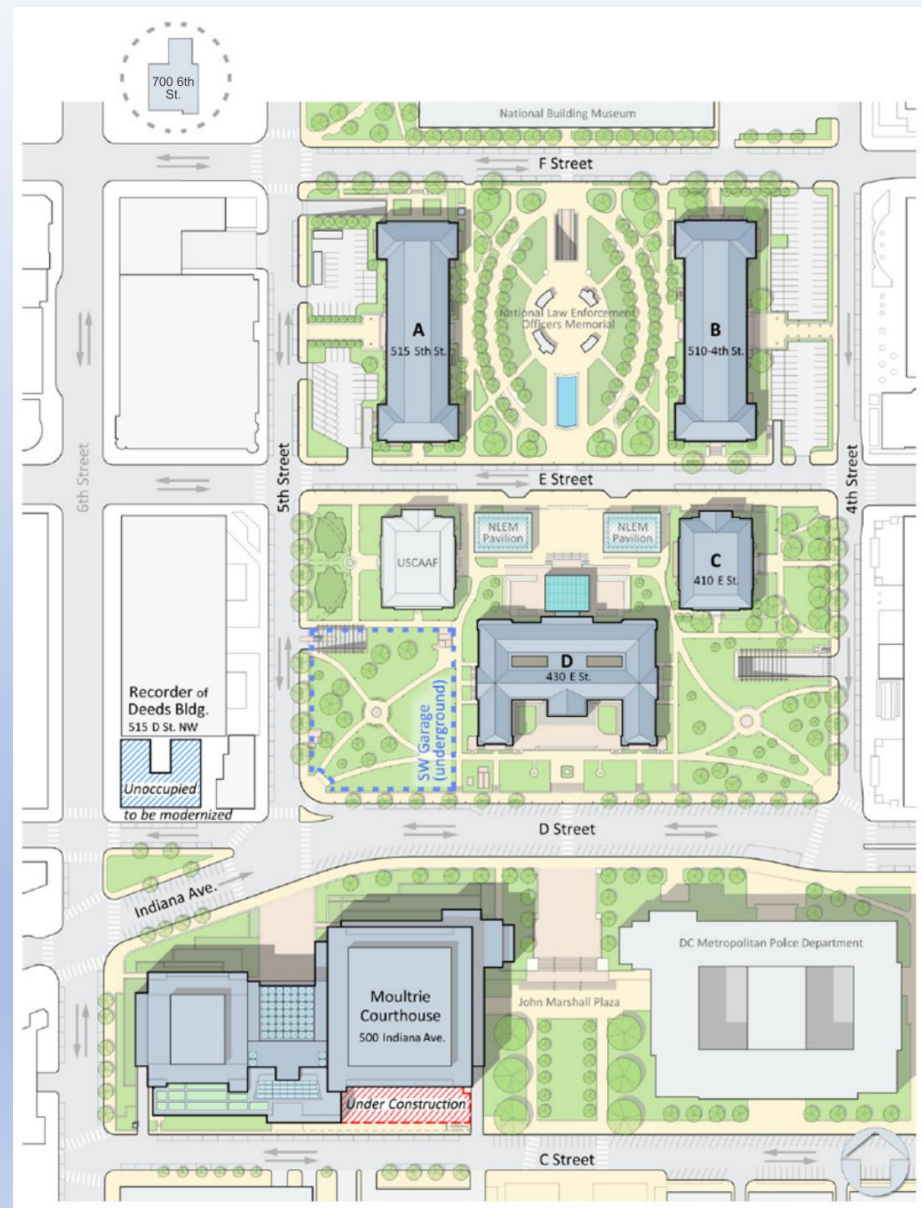
H. Carl Moultrie Court House

(500 Indiana Ave.) – Appx 463k OSF

(Civil, Criminal, Domestic Violence, Executive Office, Family Court, Court Social Services, Court Reporting, General Counsel, Special Operations, Human Resources, Strategic Management, Center for Education and Training Judicial Chambers)

Recorder of Deeds (515 D St.) - Appx 44k GSF

(Access to Justice Unit, Crime Victims Compensation Program, DC Department of Government Services, TBD)



District of Columbia Courts

Capital Projects and Facilities Management Division (CPFMD)



Overview

Leased Spaces

700 6th Street

(700 6th St. NW) – 12th Floor

(Administrative Services, Budget & Finance, Capital Projects and Facilities Management)

Balanced and Restorative Justice (BARJ) Locations (6)

(Various Locations in DC) – Appx 50k OSF total

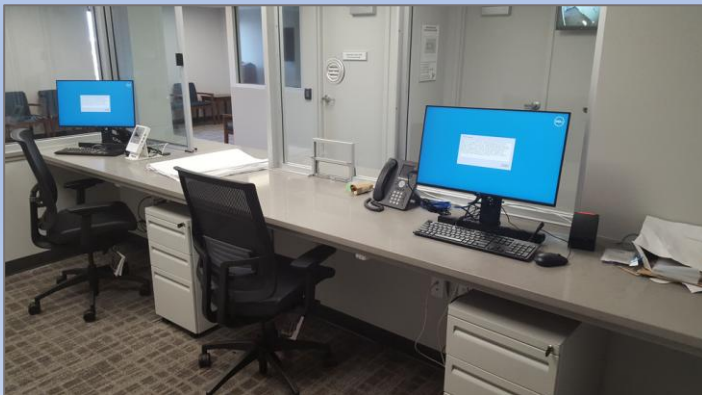
(Mix of administrative program and recreational spaces for youth)

Domestic Violence Satellite Office

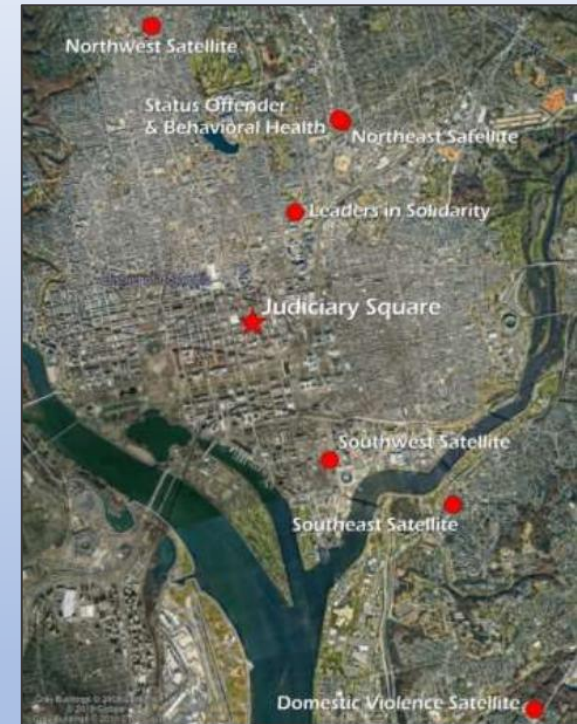
(Southeast, DC) – Appx 4,400 SF

Storage Warehouse

(Cheverly, MD)

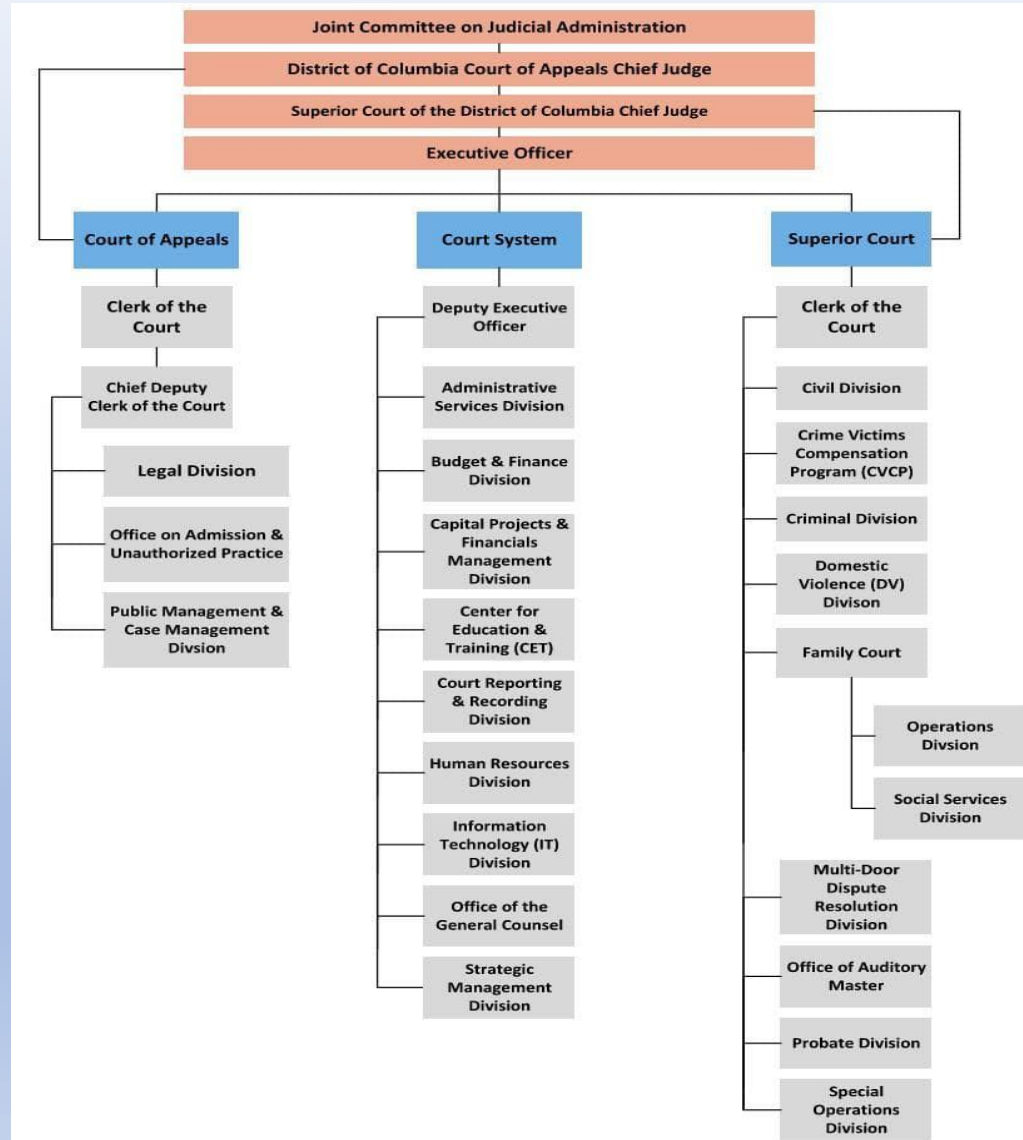


Southeast BARJ Satellite



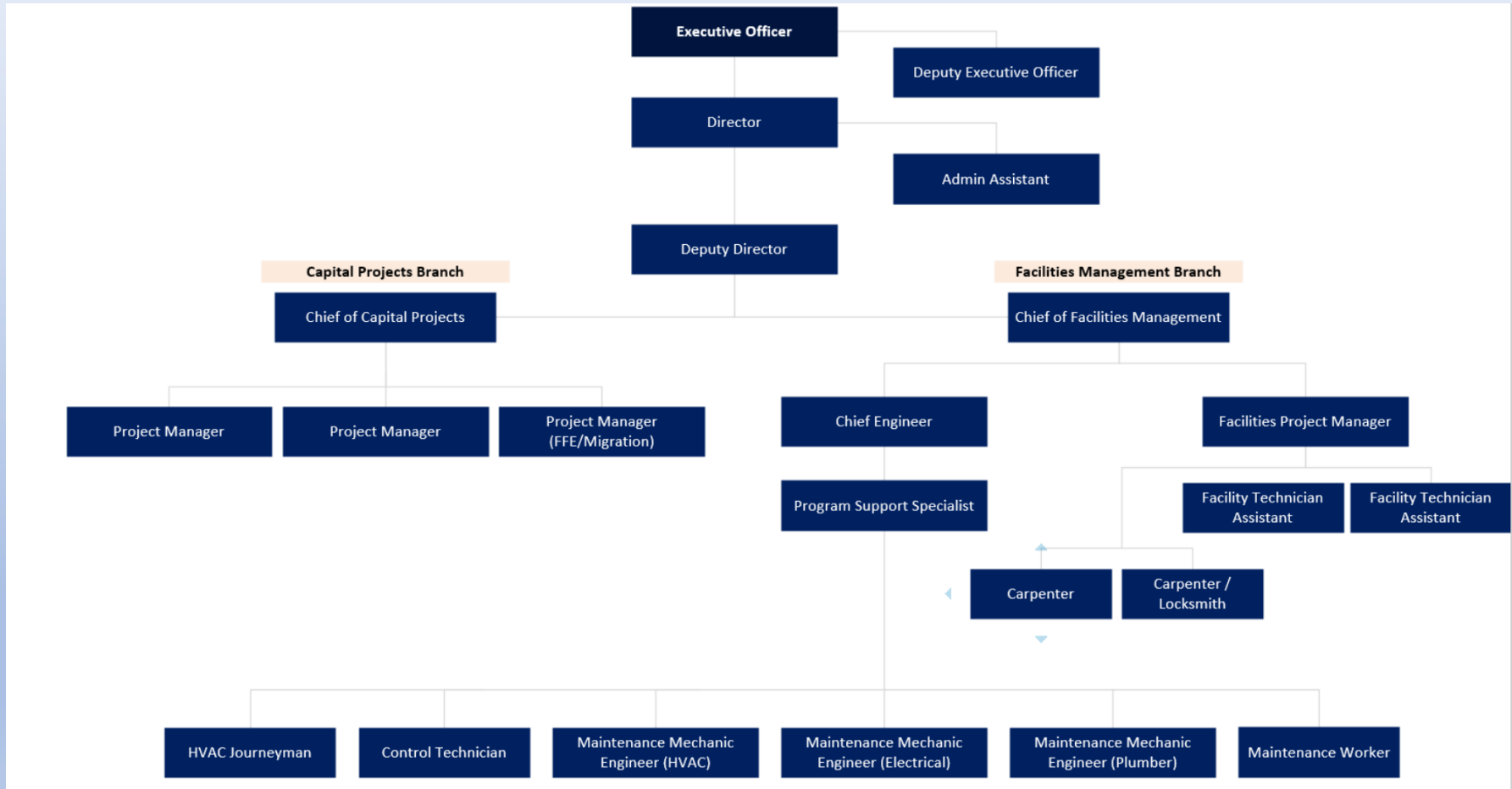


DC Courts Organizational Structure





Capital Projects and Facilities Management Division (CPFMD) Organizational Structure





Stakeholder Engagement

- **DC Courts**

- Judges & Judicial Staff (**63** Associate Judges, **26** Magistrate Judges, **39** Senior Judges, **2** Chief Judges)
- Courts Staff (Court Systems, Superior Court, Court of Appeals)
- Executive Office
- US Marshal Services (USMS)
- Outside Partner Agencies
- Law Enforcement Officers Memorial
- Landlords of leased spaces

- **CPFMD Support Services Contracts**

- Construction Management Services (CMA) & Quality Assurance (QA) Services
- Program Management (PgM) Services
- Architectural, Engineering, and Planning (AEP)
- Commissioning Agent
- Furniture Vendor
- Signage Vendor
- Third Party Inspection Services
- Materials Testing
- Consultants (Budget Planning, Furniture, Electrical SME, Risk Analysis)
- General Construction, Maintenance and Repair Services



CMA / QA Major Scope of Work Elements

- **Supporting all construction efforts during Courts regular business hours and afterhours to include weekends**
- **CMA / QA over Capital and Facilities projects using PMI and CMAA standards and guidelines**
- **Managing all inspections over GCs and OGCs construction work**
- **Managing outage processes, coordination and approvals with Courts stakeholders**
- **Development of processes, templates, etc. in coordination with CPFMD, PgM team specific to the needs of the Courts for the execution of projects**
- **Managing the project-level design phase(s)**
- **CMA/QA integrated with the PgM team**
- **Actively manage all project related correspondence and documentation using Procore (PMIS)**



Campus Wide Initiatives

Facilities Master Plan

- 2002 Original Masterplan
- 2009 – First Update to the Masterplan
- 2013 – Second Update to the Masterplan
- 2019 – Third Update to the Masterplan

Design Standards

- 2019 – DC Courts Design Standards
- 2023 – Furniture Standards Update currently in progress

Facilities Condition Assessment

- 2019 – Facility Condition Assessment of Moultrie, Court of Appeals, and Buildings A-C
- 2023 – Recorder of Deeds



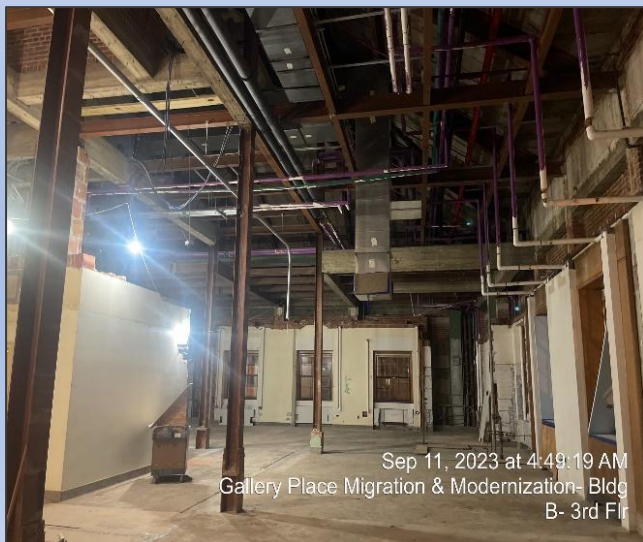
District of Columbia Courts

Capital Projects and Facilities Management Division (CPFMD)



Current Projects (Under Construction)

- C Street Addition
- 4th Floor Jurors Lounge and Training Rooms
- 4th Floor East Magistrate Judge's Chambers
- Migration from Gallery Place (MGP)
- Recorder of Deeds Modernization
- Chilled Water Upgrade
- C-185 HVAC Repair
- Commission on Judicial Disabilities and Tenure (CJDT) Suite Renovations





Future Projects

Anticipated in FY24

- Historic Recorder of Deeds Modernization (Design/Construction)
- Courtroom Sets and Judicial Chambers
- Maintain Existing Infrastructure
- Life Safety & Code Compliance

Anticipated in FY25

- Historic Recorder of Deeds Modernization (Design/Construction)
- Maintain Existing Infrastructure



Questions?