



Anne B. Wicks  
Executive Officer

DISTRICT OF COLUMBIA COURTS  
Capital Projects and Facilities Management  
Office: Gallery Place  
616 H Street NW, 6<sup>th</sup> Floor  
Washington, DC 20001  
Mailing Address: 500 Indiana Avenue NW  
Washington, DC 20001-2131



**AMENDMENT NO. 01**

**TO: ALL PROSPECTIVE BIDDERS**

**AMENDMENT  
ISSUE DATE: February 19, 2021**

**SUBJECT: Solicitation No. DCSC-21-RFP-020  
DC Courts Third Party Inspection Services**

**PROPOSAL  
SUBMISSION  
DATE: Wednesday, February 20, 2021, by 3:00 pm,  
Eastern Standard Time**

Question and Answers Round – 1

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**

One (1) copy of this amendment is being sent to all prospective Offerors. 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 01 may be cause for rejection of the proposal submitted by the Offeror in response to the subject solicitation.

**This Amendment Number 01 is acknowledged and is considered a part of the proposal for Solicitation Number DCSC-21-RFP-020 DC Courts Third Party Inspection Services.**

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Authorized Representative

\_\_\_\_\_  
Title of Authorized Representative

\_\_\_\_\_  
Name of Offeror

<b>From:</b> Kenneth L. Evans	<b>Q &amp; A Round:</b> 01
<b>Company:</b> Capital Project Facilities Management Division	<b>Date:</b> February 19, 2021
<b>Email:</b> <a href="mailto:Kenneth.Evans@dccsystem.gov">Kenneth.Evans@dccsystem.gov</a>	<b>Pages:</b> 4

<b>cc:</b> <a href="mailto:Judith.Hill@dccsystem.gov">Judith.Hill@dccsystem.gov</a>	DC Courts
<b>cc:</b> <a href="mailto:Clay.McKenna@dccsystem.gov">Clay.McKenna@dccsystem.gov</a>	AECOM
<b>cc:</b>	
<b>cc:</b>	

**This Document includes the following:**

-Solicitation Questions & Answers Round: 01

**SOLICITATION QUESTIONS & ANSWERS: ROUND 01**

- Question 1      What is the extent/level of the DC Court clearance requirement identified on page 25?  
**Answer 1**      Personnel will be required to pass the National Agency Check Inquiry; (NACI).
- Question 2      Have permits been issued for each discipline? We can only get approval to inspect by way of a permit.  
**Answer 2**      The DCRA permit process will be fully adhered to. All projects which require inspections will be permitted.
- Question 3      How many copies of the proposal should we submit?  
**Answer 3**      One (1) Compete Proposal (technical and Pricing) binder with original signature; Three (3) copies of each Technical and Pricing binders; One (1) copy of the Original set on USB flash drive.
- Question 4      Will parking be provided at night?  
**Answer 4**      No, parking will not be provided at night.
- Question 5      Is Attachment J.2 do with proposal?  
**Answer 5**      Yes
- Question 6      Do I have to submit Attachments J.3; J.4; J.5; J.6, J.7 or J.8 now (by February 24<sup>th</sup>), or when the contract is awarded/or if the contract is awarded?  
**Answer 6**      All required documents are due with proposal
- Question 7      Since I do not have employees, do I have to submit Attachment J.9 or NOT?  
**Answer 7**      Attachment J.9 Should be submitted with a payment application if you have sub-contractors
- Question 8      Attachment J.10 does not have any provision to be signed, what do I do with it?  
**Answer 8**      Attachment J.10 is the Courts Policy that you must follow

Question 9 Attachment J.16 does not apply to me and that I do not need to do anything, Is this Correct?

Answer 9 Court Policy on Taxes, make sure you understand it.

Question 10 I understand that you want Attachment J.21, but in addition to that I would like to include additional information from my package, which is a standard content in communication with my clients. Is that OK with you?

Answer 10 Attachment J.21 is what the Courts require, you can add additional information if you feel it's necessary.

Question 11 Also, along the side of J.23 which does not fit my reporting Format.

Answer 11 Attachment J.23 is what is required by the Courts you can add additional information if you like.

Question 12 What is a DUNS number

Answer 12 Dun & Bradstreet registration.

Question 13 Attachment J.22 is not applicable for me?

Answer 13 Attachment J.22 has DC Court Procurement regulation which vendors are expected to follow.

Question 14 Also, K.1 pricing Form is significantly different from my own (which is without specific Form), and for that reason, I would like to, in addition to your Form, also, include to you a COPY of my own "Contractual Agreement" which is Standard format, with original prices in it, to all my clients. Is that OK with you?

Answer 14 No. Submit attachment K.1 with proposal. Only information presented in attachment K.1 will be considered.

Question 15 I don't need to worry about: Procurement Guidelines of the District of Columbia Courts and District of Columbia General Provision?

Answer 15 Contractors are expected to adhere to all court regulations if awarded.