

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



COMMERCIAL REAL BROKERAGE SERVICES

DCAM-16-NC-0096

Addendum No. 3
Issued: April 25, 2016

This Addendum No. 3 is issued by DGS on April 25, 2016. Except as modified herein, the Request for Qualification (RFQ) remains unmodified and is hereby published on the DGS website

Item # 1 Contact Person:

Delete: All references to Contact Person on Cover Page and Section F.1.

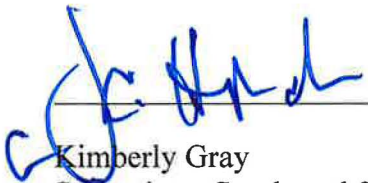
Replace with: Jason James, Contract Specialist
Contracting & Procurement
Department of General Services
2000 14th Street, NW | 8th Floor
Washington, DC 20009
Desk: 202-729-2164
jason.james2@dc.gov

Item # 2 Questions and Answers.

Questions	Answers
What buildings/sites does DGS anticipate needing real estate assistance with during the period of the contract?	Although the exact workload will vary depending upon DGS's needs, DGS anticipates that this requirement will require approximately 240 hours of real estate advisory services annually and 7-15 real estate transactions representing the acquisition or disposition of approximately 250,000 square feet over the next fiscal year. Notwithstanding the foregoing estimates, the above projected workload numbers are estimates only and DGS provides no assurances regarding the number of task orders assigned or maximum number of hours required.

Are the leases all office leases or are their industrial leases included?	No, The contractor shall provide Representation Services in connection with various leases to include but not limited to, office, warehouse, housing, and clinics.
What length of lease term is the City committing too?	The awarded agreement will be for a Base Term of twelve (12) months with two (2) one-year option periods.
Does DGS have a list of preferred vendors?	No.
What percentage shall be subcontracted to DSLBD firms for contracts less than \$250,000?	If the contract value is less than \$250,000, than there is no requirement to subcontract. However, if the CBE decides to subcontract than 35% of the contract value must be subcontracted to another CBE.
Can the CBE be a General Contractor or Construction Manager? Will their services be required?	No. Refer to DCAM-16-NC-0096 RFQ paragraph A.2.3 Minimum Qualification.
There are two points of contacts for delivery of materials Elouise Fripp and Yinka Alao. To whom should we deliver the proposals?	All proposals should be delivered to Mr. Yinka Alao.
Please attach the Exhibits A-H;	Attachments A-H are currently posted on DGS website: http://dgs.dc.gov
How will the CBE Consultant work with the current vendor, Studley?	The CBE Consultant will work directly with DGS.
Could you identify members of the selection committee?	No. This information is "confidential" and for government use only.
Will the CBE have any project management responsibility for post award services, tenant improvements, build out, etc.	Yes, the Consultant will monitor landlords Work Agreement and the Tenant Improvement Allowance thereunder subject to the requirements of D.C. Code Section 2-218.46 regarding the use of Small Business Enterprises and Certified Business Enterprises (as such are defined under D.C. Code Section 2-218.02), as part of the lease agreement in connection with the predevelopment and development phases of the Project, including, but not limited to, professional and technical services, construction management, and construction trade work, and suppliers compliance tracking and reporting. Consultant shall provide compliance monitoring with the foregoing requirement as the District may reasonably require.

Price Proposal: a) Should this document be sent via hard copy (5 sets) but packaged separately from the Technical Proposal and b) Can the Technical and Price Proposal be included on the same flash drive.	Price Proposals are not required under this RFQ.
Given that DGS is going to continue to use the services of Savills/Studley, how will the distribution of brokerage opportunities be divided? Will Savills Studley be given preference in choosing the brokerage opportunities or will they be equally distributed?	The distribution of brokerage opportunities will be decided on a case by case basis at the direction of the DGS. No, Savills Studley will not be given preference in regards to opportunities.
Under the CBE requirement, can 4-5 CBE's from various professional fields agree to operate as a Joint Venture (JV) or LLC, without the JV or LLC being a CBE?	No. This requirement is specifically for the CBE/SBE Community.



 Kimberly Gray
 Supervisor, Goods and Services

4-25-16

 Date

- End of Addendum No. 3 -