

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF GENERAL SERVICES



**Consolidated Maintenance Services for the Administrative Office of the Department of Motor Vehicles (DMV), Frank D Reeves Center, and the Department of Employment Services (DOES)**

**DCAM-16-NC-0005**

Addendum No. 6  
Issued: November 6, 2015

This Addendum No. 6 is issued and hereby published on the DGS website on November 6, 2015.

**Item #1 Amend Section C.1.2 Definitions** as follows:

- a. **Delete: Section C. 1.2.52 Repair (Major)** in its entirety.

**Replace with: C.1.2.52 Reimbursable Repair** - An act of restoring inoperable, dysfunctional or deteriorated equipment, systems, or material to a fully functional, non-deteriorated state. Such a repair usually involves some combination of labor and replacement parts, components or materials

- b. **Delete: Section C.1.2.53 Repair (Minor)** in its entirety.

**Replace with: C.1.2.53 Reimbursable Additional Services** - An upgrade to or the replacement of existing equipment or building systems.

**Item #2 Amend Section C.3.8. Operations, Maintenance, Repair, and Improvement Services** as follows:

- a. **Delete: Sections C.3.8.1.9.3 through C.3.8.1.9.3.1.2** in entirety.

**Replace with:**  
**C.3.8.1.9.3 RESERVED**  
**C.3.3.81.9.3.1.1 RESERVED**  
**C.3.8.1.9.3.1.2 RESERVED**

- b. **Delete:** Sections **C.3.8.1.9.4 Major Repair** in its entirety.

**Replace with: C.3.8.1.9.4 Repair**

**C.3.8.1.9.4.1** The Contractor shall perform minor and major repairs as needed and as described in C.3.20. The Contractor shall include direct labor valued at the labor rates set forth in B.4, subcontractor costs, and parts costs. The cost of consumable parts and materials shall not be calculated as part of the Contractor's costs.

**C.3.8.1.9.4.2** The Contractor shall repair or replace all equipment damaged by misuse of equipment by any person(s) other than the Contractor, his representative(s) or employee(s) or by reason(s) of any other cause beyond the control of the Contractor. Any damage caused by the Contractor, his representative(s) or employee(s) shall be repaired or replaced by the Contractor at no cost to the District.

- c. Amend Section **C.3.8.1.9.5 Repair Timelines paragraph** as follows:

**Delete:** The Contractor shall complete repairs or replacements within seven (7) calendar days after receiving written direction from the COTR.

**Replace with:** The Contractor shall complete **major** repairs or replacements within seven (7) calendar days after receiving written direction from the COTR.

**Item #3** Amend Section **C.3.16. Service Call Operations and Tenant Environment** as follows:

- a. Section **C.3.16.1.7.1 Service Calls and Repairs:**

**Delete:** The Contractor shall respond to Service Call requests made by the COTR and shall perform Repairs when deficiencies are documented or reported to the Contractor.

**Replace with:** The Contractor shall respond to Service Call requests made by the COTR and shall perform **Reimbursable** Repairs when deficiencies are documented or reported to the **COTR**.

**b. Section C.3.16.1.7.2 Service Calls and Repairs:**

**Delete:** A requirement to perform a Repair may result from the analysis stage of a Service Call. If corrective action required from a service call cannot complete the service call within the established deductible threshold, the call shall be reclassified to a repair in accordance with section C.3.20. Service calls shall not be re-classified to repairs without authorization of the COTR. The COTR, or designated representative, shall be notified of each necessary repair and shall be kept informed of the status of each.

**Replace with:** A requirement to perform a Repair may result from the analysis stage of a Service Call. Service calls shall not be re-classified to **Reimbursable Repairs** without authorization of the COTR. The COTR, or designated representative, shall be notified of each necessary repair and shall be kept informed of the status of each.

**Item #4 Amend Section C.3.19. CONSOLIDATED MAINTENANCE SERVICES PERSONNEL AND ADMINISTRATIVE REQUIREMENTS as follows:**

**Section C.3.19.10 Monthly Summary Report, paragraph C.3.19.10.2:**

**Delete:** Repair Detail (description and cost) under and over deductible threshold

**Replace with:** Repair Detail (description and cost)

**Item #5 Amend Section C.3.20 Reimbursable Services as follows:**

**a. Subsection C.3.20.1 Definition and Description:**

**1) Paragraph C.3.20.1.1 Reimbursable Repairs.**

**Delete:** A Reimbursable Repair is the act of restoring inoperable, dysfunctional or deteriorated equipment, systems, or material to a fully functional, non-deteriorated state. Repairs usually involve some combination of labor and replacement parts, components or materials. Additionally, the cost for such a repair must exceed the deductible threshold. The Contractor shall only be reimbursed for the cost in excess of the deductible. The Contractor shall not be allowed to charge a mark-up above the Direct Cost. A repair order will be initiated by the COTR and the District will pay all costs exceeding the deductible threshold (including labor, parts, and materials only), to repair the equipment/system and return it to service.

**Replace with:** A Reimbursable Repair is the act of restoring inoperable, dysfunctional or deteriorated equipment, systems, or material to a fully functional, non-deteriorated state. Repairs usually involve some combination of labor and replacement parts, components or materials. The Contractor shall not be allowed to charge a mark-up above the Direct Cost. A repair order will be initiated by the COTR and the District will pay all costs including labor, parts, and materials, to repair the equipment/system and return it to service.

**2) Paragraph C.3.20.1.2 Reimbursable Additional Services.**

**Delete:** A Reimbursable Additional Service is when the District requests an upgrade to or the replacement of existing equipment or building systems that are functioning in accordance with their intended design. A Reimbursable Additional Service may also be completely new equipment, service or reconfiguration work not delineated in Section C.3 of this contract. A Reimbursable Additional Service is:

- a. A service call that is reclassified as a repair due the fact that the Contractor's verified estimate exceeds the deductible threshold;
- b. A District request for an upgrade to or the replacement of existing equipment or building systems that are functioning in accordance with their intended design;
- c. New equipment, service or reconfiguration work not delineated in Section C.3.1-C.3.19;
- d. Services performed outside of normal business hours, shall be fully reimbursed to the Contractor. If the District approves the use of a subcontractor, the Contractor shall be allowed a mark-up not to exceed 10% of the Direct Costs; and
- e. Work that can customarily be performed during normal hours of operation shall not be rescheduled outside of normal hours of operation;

**Replace with:** A Reimbursable Additional Service is an upgrade to or the replacement of existing equipment or building systems. A Reimbursable Additional Service may also be completely new equipment, service or reconfiguration work not delineated in Section C.3.1-C.3.19 of this contract.

3) Paragraph C.3.20.1.3

**Add:** Highlight sentence at the end of paragraph.

“The Contractor shall not be reimbursed for Facility related service calls or repairs, which require a technician to return after Normal Occupant Working Hours, as an Emergency Service Call or replacement of parts and materials resulting from PM shall not qualify as a Reimbursable Repair if such replacement is predictable per the manufacturer’s specifications. **Work that can customarily be performed during normal hours of operation shall not be rescheduled outside of normal hours of operation.**”

4) Paragraph C.3.20.1.5

**Delete** last sentence of paragraph:

“**The District will fund the costs of repairs that are estimated to exceed the established deductible threshold (See Section C.3.20).**”

5) **Amend Subsection C.3.20.2 Reimbursable Services and Deductible Threshold** as follows:

**Delete: C.3.20.2 Reimbursable Services and Deductible Threshold**

The Contractor will be reimbursed when repair services approved in writing by the COTR and CO **exceed the allowable deductible threshold per item, repair, or event as specified in the building information attachment.**

**Replace with: C.3.20.2 Reimbursable Services**

The Contractor will be reimbursed **for all** repair services approved in writing by the COTR and CO.

6) **Amend Subsection C.3.20.3 Potential Reimbursable Services:**

a. Paragraph **g. Repair and Improvement Services.**

**Delete:**

1. A Reimbursable Service for Repair is the act of restoring inoperable, dysfunctional or deteriorated equipment, systems, or material to a fully functional, non-deteriorated state. Repairs usually involve some combination of labor and replacement parts, components or materials. **Additionally, the cost for such a repair must exceed the deductible threshold. The Contractor shall only be reimbursed for the cost in excess of the deductible.** The Contractor shall not be allowed to charge a mark-up above the Direct Cost.

**Replace with:**

1. A Reimbursable Service for Repair is the act of restoring inoperable, dysfunctional or deteriorated equipment, systems, or material to a fully functional, non-deteriorated state. Repairs usually involve some combination of labor and replacement parts, components or materials. The Contractor shall not be allowed to charge a mark-up above the Direct Cost.

b. Paragraph q. **Vandalism Repairs.**

**Delete:**

q. 1 Vandalism Repairs in its entirety:

**Replace with:**

1. The Contractor shall replace or restore any deficiencies or breakdowns caused by public vandalism, misuse, abuse, or natural disaster. The Contractor will be reimbursed for vandalism repairs on a time and materials basis.

7) Amend Subsection **C.3.20.3.2 paragraph as follows:**

**Delete:** The Contractor shall not be reimbursed for repair and replacement of **any** deficiencies and breakdowns caused by negligence, misuse, abuse or vandalism as a result of the actions (direct or indirect) of the Contractor, Contractor's agents and Contractor's employees.

**Replace with:** The Contractor shall not be reimbursed for repair and replacement of **all** deficiencies and breakdowns caused by negligence, misuse, abuse or vandalism as a result of the actions (direct or indirect) of the Contractor, Contractor's agents and Contractor's employees.

**Item #5** The proposal due date is amended as follows:

**Delete:** All references to proposal due date or submission date on the cover page, Sections L.3.1., and Addendums No. 2 through No. 5

**Replace with:** November 12, 2015 at 2:00 pm

All other terms and conditions remain unchanged.



Kimberly Gray  
Manager, Goods and Services



Date

- End of Addendum No. 6 -