



**DISTRICT OF COLUMBIA DEPARTMENT OF MENTAL HEALTH
CONTRACTS AND PROCUREMENT ADMINISTRATION**

March 17, 2010

**SHREDDING SERVICES RM-10-RFQ-069-BY4-AWSS-OF
AMENDMENT NUMBER 2**

TO PROSPECTIVE OFFERORS:

The Department of Mental Health (DMH) Request for Quotation (RFQ) Solicitation for Shredding Services: RM-10-RFQ-069- BY4-AWSS-OF has been amended to answer the following questions:

Question Number	Question
1	May Prospective Offeror set up a date to make an in person visit?
DMH RESPONSE: DMH shall arrange for a Kickoff Meeting with the Vendor that is awarded the Contract resulting from this RFQ. Visits shall commence within the first two weeks of the Awarded Contract.	
Question Number	Question
2	Prospective Offeror are currently providing services for many Government agencies, in the metro area. Would the Prospective Offeror be able to piggy back off of another agencies contract, which is currently in effect?
DMH RESPONSE: DMH is an Independent Agency with Independent Contracting Authority and is seeking a Contract of its own with a Vendor.	

Question Number		Question
3		May Prospective Offeror be permitted to suggest alternate options for service, vs. what you have requested on the RFQ?
<p>DMH RESPONSE: DMH is seeking to Award this Contract to the Lowest Responsive and Responsible Bidder which therefore doesn't allow for alternate options for services.</p>		
Question Number		Question
4		What is the agencies biggest concern? Security, convenience or price?
<p>DMH RESPONSE: DMH shall abide by the following Contract Clause:</p>		
<p>H.2.6 <u>TERM AND TERMINATION</u></p> <p>(a) TERM: The requirements of this HIPAA Privacy Compliance Clause shall be effective as of the date of contract award, and shall terminate when all of the protected information provided by DMH to the Business Associate, or created or received by the Business Associate on behalf of DMH, is destroyed or returned to DMH, or, if it is infeasible to return or destroy Protected information, protections are extended to such information, in accordance with the termination provisions in this Section.</p> <p>(b) TERMINATION FOR CAUSE: Upon DMH's knowledge of a material breach of this Section H.2 by the Business Associate, DMH shall either:</p> <ol style="list-style-type: none"> (1) Provide an opportunity for the Business Associate to cure the breach or end the violation and terminate the contract if the Business Associate does not cure the breach or end the violation within the time specified by DMH; (2) Immediately terminate the contract if the Business Associate has breached a material term of this HIPAA Privacy Compliance Clause and cure is not possible; or (3) If neither termination nor cure is feasible, and the breach involves protected health information, DMH shall report the violation to the Secretary. 		

Question Number	Question	Question
5		If a face to face meeting is not permitted at this time, And, if Prospective Offeror has been awarded the contract, Prospective Offeror would like to have the right of refusal, once Prospective Offeror have fully examined the material (s) which is in need of destruction. is this acceptable by DMH?
<p>DMH RESPONSE: There is no opportunity to have the right of refusal.</p>		
Question Number	Question	Question
6		For the cardboard material, is this material related to boxes that Prospective Offeror would be able to take? Or, is there a dumpster involved which Prospective Offeror will be required to manage?
<p>DMH RESPONSE: The cardboard material is related to the Shredding requirements. The disposal of cardboard materials is not related to dumpster removal.</p>		
	Question	Question
7		Are Prospective Offerors permitted to partial bid this RFQ? for instance, on the books, what if Prospective Offeror did not wish to participate in this category?
<p>DMH RESPONSE: DMH shall only accept Bids for the entire requirement as stated in the RFQ.</p>		

**ALL OTHER TERMS AND CONDITIONS OF THE
REQUEST FOR QUOTATION REMAIN UNCHANGED.**

Only one copy of this amendment is being sent to potential Offerors. Offerors shall sign below and attach a signed copy of this amendment to each Quotation to be submitted to the place specified for receipt of Quotation. Quotation shall be mailed or delivered in accordance with the instructions provided in the original RFQ. In the event your Quotation has been previously deposited with the Department of Mental Health, Contracts and Procurement Administration (DMH/CPA), submit this signed Amendment in a sealed envelope, identified on the outside by the RFQ number and submission date. This signed Amendment must be received by the DMH/CPA no later than the date and time for closing.

Failure to acknowledge receipt of Amendment Two (2) for Solicitation Number No.: RM-10-RFQ-069-BY4-AWSS-OF may be cause for rejection of any Quotation submitted in response to the subject RFQ.

Signed:



Samuel J. Feinberg, CPPO, CPPB
Director, Contracts and Procurement
Agency Chief Contracting Officer

Amendment Number Two (2) is hereby acknowledged and is considered a part of the Quotation for Solicitation Number: RM-10-RFQ-069-BY4-AWSS-OF.

Signature of Authorized Representative

Date

Title of Authorized Representative

Print or Type Name of Firm

All Correspondence or inquiries related to this Solicitation or any modifications shall be addressed to:

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