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

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February 13, 2012

**REQUEST FOR QUOTE AMENDMENT NUMBER ONE (1) FOR:**

**SOLICITATION NUMBER RM-12-RFO-069-BY4-RKG  
FOR PEST CONTROL SERVICES**

**Amendment One (1)**

**TO ALL PROSPECTIVE OFFERORS:**

Question No.	RFQ Section	Question
1	Section L	On page 51, can you please clarify when questions are due, should it be five or seven days prior to the closing date?

**DMH RESPONSE:**

**Section L.5 is corrected to read:**

If a Prospective Contractor has any questions relative to this Contract, the Prospective Contractor shall submit the question in writing to the Contact Person, identified on page one, in writing. The Prospective Contractor shall submit questions no later than five (5) calendar days prior to the closing date and time indicated for this Contract. The District shall not consider any questions received less than five (5) calendar days before the date set for submission of Quote. The District shall furnish responses promptly to all other Prospective Contractors. An amendment to the solicitation shall be issued if that information is necessary in submitting offers, or if the lack of it would be prejudicial to any other Prospective Contractors. Oral explanations or instructions given before the award of the contract shall not be binding.

Question No.	RFQ Section	Question
2	Section L	Can the quotes be hand delivered to the Department of Mental Health, 609 H St., NE, 4 <sup>th</sup> Floor, Washington, DC 20002?
<p><b>DMH RESPONSE:</b> Responses to this Request for Quotes (RFQ) can be hand delivered to 609 H Street, N.E., 4<sup>th</sup> Floor, Washington, DC 20002</p>		
Question No.	RFQ Section	Question
3	Schedule B and Section C	<p>It appears that all locations require services for bed bugs as an included service (Pages 9, 11, 12 and 14). Would DMH consider removing bed bugs as a covered pest? The pest management industry has no means to control the introduction of bed bugs into your facilities and due to their elusive behavior; activity can go unnoticed until it is at an infestation level. We can provide inspections and spot treatments for a sighting of bed bugs, but if we encounter an <u>infestation</u> of bed bugs, special services and equipment will be needed in order to address them. We recommend that you have these types of treatments on an as needed basis at a separate cost.</p>
<p><b>DMH RESPONSE: <u>ALL REFERENCES (ON PAGES 9, 11, 12, AND 14) IN THIS SOLICITATION RELATED TO SERVICES FOR THE SPECIFIC TREATMENT OF BED BUGS SHALL BE CORRECTED TO READ:</u></b></p> <p>The Contractor shall provide inspections and spot treatment for bed bugs. The Contractor shall notify the respective COTR of any detection of Bed Bug <u>Infestation</u> with recommendations for appropriate treatment. Treatment for Bed Bug <u>Infestation</u> shall be provided on an as needed basis with prior approval of the Contracting Officer (as identified in Section G.7) and authorized Contract Modification action to address the customized requirement to address the Bed Bug Infestation properly and completely.</p>		

Question No.	RFQ Section	Question
4	Section C	It is my experience that the 1201 New York Ave., NE, facility will take in animals (dead or alive) as requested on page 11, however they will not test the animal for rabies unless it had interaction with a human or exhibited behavior that would cause the concern for rabies. Also their facility no longer test birds for Avian Flu or West Nile Virus. Can DMH modify the section based on this current information?

**DMH RESPONSE: SECTION C.3.1.10 IS CORRECTED TO READ:**

The Contractor shall capture and remove birds, bats, raccoons or foxes from the hospital's facilities and grounds and follow the required compliance procedure listed below:

All animals having interaction with a human or exhibited behavior that would cause the concern for rabies, shall be captured by the Contractor and transported (alive or dead) to the Animal Control Center, 1201 NY Ave., NE, Washington, DC 20002, telephone #-202-576-6664, for immediate testing. If the animal has rabies, the Contractor shall instruct the Animal Control Center to immediately telephone and mail the results to:

Donna Moran, Director  
 Logistics and Materials Management  
 Saint Elizabeths Hospital  
 Office Number: (202)299-5420  
 Cell Phone: (202) 438-0308

Saint Elizabeths Hospital Solution Center: (202) 299-5000  
 (If Ms. Moran cannot be contacted)

The Contractor shall submit a written report to Donna Moran within five (5) business days of the animal captured, stating the exact location of where the animal was captured, time and date. The report must verify that the animal was transported to the Animal Control Center and indicate in the report the time and date the animal was received by the agency.

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5	Section L	I did not see a reference to a site visit in the RFQ. I just wanted to confirm that DMH is not planning a site visit for firms to tour the facilities. When will it be possible to do a walk-through?																								
<p><b>DMH RESPONSE:</b> Site visits were not mentioned in the Solicitation. Prospects interested in visiting the sites shall meet the respective Contracting Officers Technical Representatives (COTRs) on the following dates and times for site visits:</p> <table border="0"> <thead> <tr> <th data-bbox="139 919 375 953"><u>SITE/ADDRESS</u></th> <th data-bbox="672 919 769 953"><u>COTR</u></th> <th data-bbox="1081 919 1430 953"><u>SITE VIST DATE/TIME</u></th> </tr> </thead> <tbody> <tr> <td colspan="3" data-bbox="139 993 285 1026"><b><u>Location 1</u></b></td> </tr> <tr> <td data-bbox="139 1026 492 1136">Saint Elizabeths Hospital 1100 Alabama Avenue, SE Washington, DC 20032</td> <td data-bbox="613 1026 1011 1098">Donna Moran, (202) 299-5420 Cell: (202) 438-0308</td> <td data-bbox="1052 1026 1409 1060">Feb. 21, 2012 @ 11:00 AM</td> </tr> <tr> <td colspan="3" data-bbox="139 1173 378 1207"><b><u>Locations 2 and 3</u></b></td> </tr> <tr> <td data-bbox="139 1207 561 1316">Mental Health Services Division 35 K Street, NE, Washington, DC 20002</td> <td data-bbox="613 1207 1024 1278">Gillian Daniels, (202) 442-4210 Cell: (202) 360-7891</td> <td data-bbox="1052 1207 1385 1241">Feb. 15, 2012 @ 9:00 AM</td> </tr> <tr> <td data-bbox="139 1354 561 1463">Mental Health Services Division 825 Howard Road, SE Washington, DC 20020</td> <td data-bbox="613 1354 1024 1425">Gillian Daniels, (202) 442-4210 Cell: (202) 360-7891</td> <td data-bbox="1052 1354 1398 1388">Feb. 15, 2012 @ 10:00 AM</td> </tr> <tr> <td colspan="3" data-bbox="139 1501 285 1535"><b><u>Location 4</u></b></td> </tr> <tr> <td data-bbox="139 1535 509 1682">Comprehensive Psychiatric Emergency Program (CPEP) 1905 E Street, SE Washington, DC 20003</td> <td data-bbox="613 1575 849 1646">Cynthia Holloway (202) 673-9312</td> <td data-bbox="1052 1575 1390 1608">Feb. 15, 2012@ 11:30 AM</td> </tr> </tbody> </table>			<u>SITE/ADDRESS</u>	<u>COTR</u>	<u>SITE VIST DATE/TIME</u>	<b><u>Location 1</u></b>			Saint Elizabeths Hospital 1100 Alabama Avenue, SE Washington, DC 20032	Donna Moran, (202) 299-5420 Cell: (202) 438-0308	Feb. 21, 2012 @ 11:00 AM	<b><u>Locations 2 and 3</u></b>			Mental Health Services Division 35 K Street, NE, Washington, DC 20002	Gillian Daniels, (202) 442-4210 Cell: (202) 360-7891	Feb. 15, 2012 @ 9:00 AM	Mental Health Services Division 825 Howard Road, SE Washington, DC 20020	Gillian Daniels, (202) 442-4210 Cell: (202) 360-7891	Feb. 15, 2012 @ 10:00 AM	<b><u>Location 4</u></b>			Comprehensive Psychiatric Emergency Program (CPEP) 1905 E Street, SE Washington, DC 20003	Cynthia Holloway (202) 673-9312	Feb. 15, 2012@ 11:30 AM
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6	Section H	On page 35 Section H.9 Titled: Mandatory Subcontracting Requirement. It read, "For Contracts in excess of \$250,000 at least 35% of dollar volume shall be subcontracted to certified small business enterprises" Question: Even through my company is not yet SBE, if our bid is under the \$250,000 price mark, are we still required to utilize a SBE firm?
<p><b>DMH RESPONSE:</b> H.9.1.1 in part reads: For Contracts in excess of \$250,000, at least 35% of the dollar volume shall be subcontracted to certified small business enterprises. If the bid is under \$250,000, 35% of the dollar volume shall not have to be subcontracted to certified small business enterprises.</p>		

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

Only one copy of this amendment is being sent to prospective Offerors. Offerors shall sign below and attach a signed copy of this amendment to each quote to be submitted to the place specified for receipt of quotes. Quotes shall be mailed or delivered in accordance with the instructions provided in the original RFQ. In the event your quote has been previously deposited with the Department of Mental Health, Contracts and Procurement Services (DMH/CPS), 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/CPS no later than **Wednesday, February 22, 2012 at 2:00 PM.** Send to:

**Robin Knight Griffin, Contract Specialist**  
**Department of Mental Health**  
**Contracts and Procurement Services**  
**609 H Street, NE, 4<sup>th</sup> Floor**  
**Washington, DC 20002**  
**Robin.Knight@dc.gov**

Amendment One (1)  
RM-12-RFQ-069-BY4-RKG  
Pest Control Services

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Failure to acknowledge receipt of Amendment One (1) for Solicitation Number **RM-12-RFQ-069-BY4-RKG** may be cause for rejection of any quote submitted in response to the subject RFQ.

Signed:

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

Amendment Number One (1) is hereby acknowledged and is considered a part of the proposal for Solicitation Number **RM-12-RFQ-069-BY4-RKG**.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Print or Type Name of Offeror