



District of Columbia Courts
Administrative Services Division
Procurement and Contracts Branch



AMENDMENT NO. 1

TO: ALL PROSPECTIVE OFFERORS

AMENDMENT

ISSUE DATE: August 3, 2012

SUBJECT: Solicitation No. DCSC-12-FS-0036- Professional Staff For Data Center Relocation Project

**PROPOSAL
SUBMISSION**

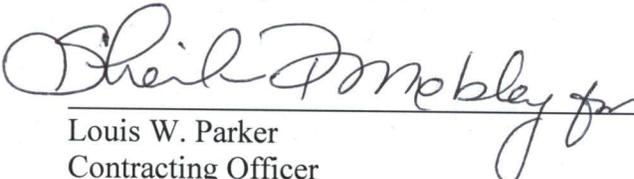
DATE: Tuesday, August 14, 2012 by 2:00 p.m., Eastern Standard Time.

The subject solicitation is amended as follow:

1. Responses to written question(s) received from prospective offeror(s) are included as **Attachment A - Questions and Answers** to this amendment.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED

One (1) copy of this amendment is being sent to only those offerors who received a copy the solicitation. Offerors shall sign below and attach a signed copy of this amendment to each offer to be submitted to the Courts in response to the subject solicitation. Offers shall be mailed or delivered in accordance with the instructions provided in the original solicitation documents. Offerors shall submit their offers in sealed envelopes, identified on the outside by the solicitation number and submission date, in accordance the instructions provided in the original solicitation documents. This amendment, together with your offer must be received by the District of Columbia Courts no later than the date and time specified for offer submission. Revisions or price changes occasioned by this amendment must be received by the Courts no later than the date and time set for offer submission. Failure to acknowledge receipt of this amendment may be cause for rejection of any offers submitted in response to the subject solicitation.


Louis W. Parker
Contracting Officer

This amendment is acknowledged and is considered a part of the subject solicitation.

Signature of Authorized Representative

Date

Title of Authorized Representative

Name of Firm

Attachment A - Questions and Answers
Solicitation No.: DCSC-12-FS-0036
Professional Staff For Data Center Relocation Project

1. Can the candidates submitted for the Data Center relocation project be US Citizens, Green Card holders and H1B visa holders?

Answer: The offeror's personnel must be either a citizen of the United States, lawfully admitted for permanent residency, or authorized by the Immigration and Naturalization Service to work in the U.S.A.

2. If you're not licensed to do business in DC, can you still submit a response to the RFP and obtain the license if awarded the contract?

Answer: Yes.

3. Page 1 of the RFP - SOLICITATION, OFFER AND AWARD FOR SUPPLIES, OR SERVICES has a signature block TO BE COMPLETED BY OFFEROR. Is this page to be part of Volume I - Technical Proposal or Volume II - Price Proposal, if required please Clarify which section/Tab this Page has to be.

Answer: Volume II - Price Proposal Tab B.

4. Section L.2.2.2 Volume II - Price Proposal shall comprise the following tabs: "TAB B" states -Contractual Information - all other required information as specified in Clause L.10, Clause L.10 states - Offerors shall complete and return with their proposal the Representation, Certifications, and Acknowledgments located in pages 2 through 5, Attachment J.3 - Tax Certification Affidavit and **Attachment J. 4 - Past Performance Form.**

The Question is **Attachment J. 4 - Past Performance Form** is also required In Volume I Technical Proposal shall comprise the following tabs and information: TAB D Past Performance section "D" "Offerors shall assure that customers listed in the proposal complete and sign the Performance Evaluation Form and return them with the technical proposal submission."

Please Clarify if the completed **Attachment J. 4 - Past Performance Form** is required in both Volume I - Technical Proposal And Volume II - Price Proposal.

Answer: **Attachment J.4 - Past Performance Form** is required only in Volume I Tab D. Submit **Attachment J.4 - Past Performance Form** under Volume I Tab D.

5. In section L.14 ACKNOWLEDGMENT OF AMENDMENTS

L.14.1 Offerors shall acknowledge receipt of any amendment to this solicitation by (a) signing and returning the amendment; (b) identifying the amendment number and date in the proposal; or (c) letter. The District of Columbia Courts must receive the acknowledgment by the date and time specified for receipt of offers. Offeror's failure to acknowledge an amendment may result in rejection of the offer.

Please clarify this clause as ACKNOWLEDGMENT OF AMENDMENTS as per section L.2.2.2 is to be submitted along with Volume II – Price Proposal, Clause L.10 states - Offerors shall complete and return with their proposal the **Representation, Certifications, and Acknowledgments located in pages 2 through 5.**

Answer: Page 1 Solicitation, Offer and Award For Supplies and Services: Pages 2 through 5 Representations, Certifications, and Acknowledgments; and Amendment(s) must be completed, signed and submitted under Volume II Price Proposal Tab B.

6. What is the estimated budget for this purchase?

Answer: The D.C. Courts does not provide the estimated budget.

7. I would like to know if GSA 8(a) STARS II Information Technology GWAC can be used to quote on this solicitation.

Answer: No. This solicitation is for GSA Federal Supply Schedule 70 contractors.

8. We have a small bench of engineers, and typically schedule projects four to six weeks in advance. Because of this, would you consider allowing sample resumes of engineering qualifications that we regularly provide?

Answer: No.

9. The solicitation only requires 3 FTE, this seem low for a move of this size. Is it possible to increase that number, this will allow for gap coverage, mediate single point of failure and allow for a smoother transition from building to building.

Answer: No. Proposals shall directly address the requirements stated in the solicitation.

10. Who will be responsible for purchasing the proper Networking and Server Equipment?

Answer: The Courts.

11. Has the design for the new building network architecture been completed?

Answer: Yes.

In not, then will a network design Engineer be involved from the beginning?

Answer: N/A.

12. What is the reason for leaving network management equipment?

Answer: The Courts has architected the future-state solution and has decided upon its migration strategy. This solicitation is for three professional services resources with the stated skill set requirements.

13. Do you have an operation and Maintenance contract in place to maintain the network?

Answer: Yes. If not, then will you be putting another solicitation out for these services?

Answer: N/A.

14. If you are only selecting companies on the GSA schedule, why are you requiring pricing if pricing is already listed on the schedule?

Answer: This is a DC Courts solicitation and in order to be a formal offer a price proposal is required from prospective companies/vendors. In addition, companies/vendors may propose prices equal or less than their GSA schedule pricing.

15. Names of the countries that will be eligible to participate in this tender.

Answer: Companies must be authorized to do business in the USA and the offeror's personnel must be either a citizen of the United States, lawfully admitted for permanent residency, or authorized by the Immigration and Naturalization Service to work in the U.S.A.

16. Paragraph I.6 states that "None of the Contractor's work or services hereunder may be subcontracted by the Contractor to any subcontractor without the prior, written consent of the Contracting Officer." We have a long term partner company that is a Service Disabled Veteran Owned Business (SDVOSB) who would like to provide one of the skilled individuals we would offer as a team. It will be our intention to provide information on this company and the subcontractor relationship in our response to this RFP. Based on this, we have the following questions:

- a. Will the identification of a well-qualified subcontractor for one of the positions impact how our response to the RFP will be evaluated by the Court?

Answer: No. The offerors's proposal including the subcontracting agreement will be evaluated in accordance with the evaluation factors in section M of the solicitation. If the offeror's proposal includes services provided by others, the offeror will be required to act as the prime Contractor for all such items and must assume full responsibility for the procurement, delivery and quality of such services. The Prime Contractor will be considered the sole point of contact with regard to al stipulations, including payment of all charges and the meeting of all requirements of this RFP.

- b. Will the government accept inclusion of a qualified subcontractor in our proposal in lieu of written consent of the Contracting Officer?

Answer: The offerors must submit any subcontracting plan with their proposal. The offerors's proposal including the subcontracting agreement will be evaluated in accordance with the evaluation factors in section M of the solicitation and approved by the contracting officer.