

Request for Quotes

Agency: Potomac Job Corps Center
1 DC Village Lane, SW
Washington, D.C. 20032

This is a Sub Contracting Opportunity

The Potomac Job Corps Center (PJCC), operated by Exceed Corporation for the Department of Labor, is seeking quotes for the following service:

A. SCOPE OF WORK:

Subcontractor shall provide all management, supervision, monitoring, personnel, transportation, tools, equipment, labor, parts and materials necessary to provide pest control services from May 1, 2018 to October 31, 2018 with possible (1) one option year, for Potomac Job Corps Center (PJCC) & DC Outreach, Admissions & Career Transition (OA/CTS) Services office. See Section F, Quoting Requirements.

Subcontractor shall provide the following on a monthly basis to include; proactive inspections, monitoring and treatment for the control of roaches, ants, spiders, beetles, crickets, wasps, mice and rats to PJCC in Bldgs. 2, 7, 50-wellness, 59-cafeteria / culinary arts, 60-Recreation and dorm common areas for Bldgs. 12, 13, 14, 54, 61 and 62. Subcontractor shall also treat the OA/CTS office, monthly.

Subcontractor shall provide service to the following on an as needed basis, to include; proactive inspections, monitoring and treatment for the control of roaches, ants, spiders, beetles, crickets, wasps, mice and rats at PJCC Bldgs. 1, 3, 4, 5, 9, 11, 15, 22, 43, 44, 56 and individual dorm rooms in Bldgs. 12, 13, 14, 54, 61 and 62.

Subcontractor shall also provide the cost for bed bug treatment, per room and the treatment method used should the need arise.

Subcontractor shall provide thorough fogging of Bldg. 59 on a semi-annual basis.

Service areas are to include all entrances & exits, storage areas, break/vending/kitchen areas, all restrooms, trash areas, exterior services and office areas, as needed. Rodent control shall consist of, at a minimum, mechanical traps, glue boards and/or bait stations strategically placed inside and outside the buildings. If the stations become broke, wear out or become missing, subcontractor will replace at no additional cost.

B. SPECIFIC REQUIREMENTS

- a. Subcontractor is required to pay staff, not less than, Washington, DC's latest Service Contract wage determination. Certified payroll must be submitted with each net term invoice or payment will not be issued. Service Contract Wage Determination can be found at <https://www.wdol.gov/sca.aspx>. Subcontractor will be required to confirm requirement by acknowledgement before work can commence. Sample Certified Payroll can be found in Exhibit C.
- b. Subcontractor shall be responsible for any damages occurred while performing work described herein. The subcontractor shall promptly repair/replace any damage to structures, elements, utilities, finishes, etc., occurring due to incidents, as a part of this contract.
- c. The subcontractor shall maintain a clean and safe work area throughout the period of performance. The subcontractor shall, at the end of each work day, remove all debris and hazardous and potentially dangerous materials used in the work. The subcontractor shall collect all material and debris frequently and dispose of debris and refuse away from the center in a lawful manner. The subcontractor shall clean the exterior public areas impacted by dust, dirt

and debris on a daily basis. The contractor shall be responsible for all fees, permits, etc., required for waste disposal.

- d. The subcontractor shall be responsible for receiving, storing, and securing of all materials, equipment and other items to be used in accomplishing the work. The subcontractor shall be responsible for all equipment and materials brought onto the center and shall replace damaged or stolen items at its expense.
- e. The subcontractor and all persons employed under the contract:
 - 1. Shall observe all security regulations in effect at the center;
 - 2. Shall not fraternize with the students or staff of the center;
 - 3. Shall not consume or transport any alcoholic beverages or drugs on the center;
 - 4. Shall not transport any firearms on the center;
 - 5. Shall not use the center's dumpsters

Persons violating the above shall be dealt with in an appropriate manner.

- f. The subcontractor shall be required to be licensed by the appropriate authority in the area to conduct the required contractual work, including hazardous waste removal.
- g. The subcontractor will coordinate with the center for locations of staging areas, and vehicle parking. Electricity will be made available by the center. Connections to existing power shall be by the subcontractor. Following completion, the subcontractor shall return the site conditions to their original state.
- h. A warranty of at least 30 days must be provided for all work/service performed.
- i. Subcontractor must provide Maintenance Manager with MSDS / SDS sheets for all chemicals used on property. In addition, must possess and maintain a copy at all times, while on center.
- j. PJCC is a 24 hour facility, therefore Subcontractor will be expected to respond to emergency calls within a 24 hour period.
- k. Subcontractor will also be expected to provide Maintenance Manager with a service ticket, to include date & times, details of service and chemical usage, within 48 hours of service.
- l. Subcontractor will be required to check in and out with Security and Maintenance upon each visit.

C. CODES:

- a. The subcontractor shall research, and be responsible for obtaining, all regulatory, permitting, and licensing requirements.
- b. The subcontractor shall conform to all applicable construction codes, ordinances, and regulations including the national building code used in the local area, laws and local ordinances. All work shall conform to the current regulations of the Environmental Protection Agency (EPA), and the Occupational Safety and Health Administration (OSHA). The regulations of the District of Columbia shall prevail, if they are more stringent than those of the Federal Government. Deviations and interpretations shall be subject to the approval of the Potomac Job Corps Center Director and the Department of Labor.

D. SPECIAL CONDITIONS

- a. Acceptance of "As Is" conditions
 - i. Prior to performing any work at or on an existing center element, the subcontractor shall tour that element with the designated representative of the center for the purpose of defining the limits of their work area and establishing existing conditions. Once the center and subcontractor agree on the "As Is" condition the subcontractor may take possession of that element for the purpose of performing the work. They shall protect all existing items within the work limits which are not specifically part of the work in the Contract and, at the completion of their work shall restore as necessary the work area to the "As Is" condition agreed to with the center prior to commencement of the work. If there is concern that the work area contains damaged elements that might appear as damage caused by the prosecution of the work, the subcontractor shall document the

damage through memo or video tape the work area and provide a copy to the center prior to commencing any work. The center may make its own video of conditions, if desired.

- b. Subcontractors' possession of the work
 - i. Once the subcontractor accepts the work area(s) and the "As Is" conditions (item K above), they will be responsible for protecting and insuring everything within the work area against damage and harm. Only when the center executes a substantial completion certificate for the work completed in a specific work area will the contractor be relieved of responsibility for the protection of that work area.

E. INDEMNIFICATION

- a. To the fullest extent permitted by law, Subcontractor shall defend, indemnify and hold harmless Exceed Corporation, Horizon Youth Services, U.S. Department of Labor, Parsons and its stockholder, employees, technical advisors, agents, successors and assigns from and against all claims, damages, losses, and expenses, including but not limited to attorney fees, or actions in respect thereto, whether caused by that its negligence or intentional acts or omissions, arising out of or resulting from the performance of its (or its employees, contractors, or agents) work under this Agreement. This indemnification shall include claims for property damage, and for loss or expense attributable to personal injury, sickness, disease, or death or injury or destruction of tangible and non-tangible property including the loss of use resulting there from. Neither party shall be responsible for failure to perform under this Agreement due to circumstances beyond its control. This clause shall survive the term of this Agreement.

F. SCHEDULE AND DELAYS

- a. The subcontractor shall, upon acceptance of this proposal by the center, perform the work in accordance with the Scope of Work, and start work within 14 calendar days. A finalized schedule will be submitted and accepted prior to the issue of the Notice to Proceed (NTP) by the center.
- b. The subcontractor shall immediately notify the center of any expected delays, including in the acquisition of materials, which may delay the completion of the project.

G. QUOTE REQUIREMENTS

- a. **Deadline for quotes will be 04/11/18 by 10:00 AM ET**
- b. Each firm shall submit proposed prices for each period of performance based upon the SOW, Section A. Pricing should be detailed. Monthly services can be priced as lump sum but preferably broken down by building. As needed services must be priced per building.
 - i. Subcontractor must submit (2) two separate price proposals for each period of performance per the SOW, Section A.
 - 1. Subcontractor shall supply (1) quote for period of 5/1/18 thru 10/31/18. This quote must remain valid for a minimum of 60 days.
 - 2. Subcontractor shall supply separate pricing for a possible (1) one-year option for the period of 11/01/18 thru 10/31/19. This quote will need to remain valid until 01/02/19. Certificates of insurance and credentials will need to be current.
- c. Proposals shall be submitted for the work as a basis for the contract.
- d. The subcontractor must include with their proposal, confirmation that they will conform to the latest Service Contract Wage Rate decisions for the DC area.
- e. The subcontractor must include a listing of its credentials. The credentials should demonstrate the vendor's ability to successfully perform the Statement of Work.
- f. A copy of your business license indicating your ability to do work in Washington, DC
- g. This project is sales/use tax-exempt
- h. Prior to starting any work, the contractor shall show proof of required insurance, in amounts to cover risk or as required by statute, including:
 - i. Bodily Injury Liability - \$250,000 each person; \$500,000 each occurrence
 - ii. The above will include coverage for owned, non-owned, and hired vehicles.
 - iii. Property Damage Liability - \$250,000 each accident; \$250,000 aggregate

- iv. Workers Compensation and Employer’s Liability – Amounts in coverage as required by the State compensation laws or union agreements. Employer’s liability at least \$100,000 each accident. Amount shall remain in effect for a minimum of one year from the time of substantial completion, but in no event less than the time required to complete all warranty work.

H. CONTRACT CLAUSES BY REFERENCE

- a. This contract incorporates one or more clauses by reference, with the same force and affects as if they were given in full test. Upon request, the Buyer shall make their full text available. General terms and conditions are made part of this agreement – copies are available at:

<https://www.exceedcorporation.com/become-a-partner/>

A single contract award will be made as a result of this solicitation to the responsible Offeror whose proposal meets the needs of this solicitation, technically acceptable, timely turnaround of services and is determined to be the lowest price and best value.

Place of Contract:

Potomac Job Corps Center (PJCC) 1 DC Village Lane, SW Washington, DC 20032	DC Outreach, Admissions & Career Transition Services 1443 Maryland Ave, NE Washington, DC 20002
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Primary point of contract:

Jennifer Phillips, Buyer
Email: phillips.jennifer@jobcops.org
Phone: (202) 373-3077

Secondary point of contract:

Paula Lesko, Director, Finance and Administration
Email: Lesko.Paula@jobcorps.org
Phone: (202) 373-3006

EXHIBIT A

SAMPLE PRICING BREAKDOWN:

PJCC		Monthly Service	BED BUGS
Building 2 – Academics & TCU		\$	
Building 7 – Administration		\$	
Building 50 – Wellness		\$	
Building 59 – Cafeteria/Culinary Arts		\$	
Recreation & Dorm Common Areas			
	• Dorm 12	\$	\$
	• Dorm 13	\$	\$
	• Dorm 14	\$	\$
	• Dorm 54	\$	\$
	• Dorm 61	\$	\$
	• Dorm 62	\$	\$
	• Building 60 - Recreation	\$	\$
OUTREACH (OA) /	1443 Maryland Ave., NE Washington, DC	\$	
CAREER TRANSITION SVC (CTS)			
TOTAL		\$	\$

Semi-Annual Fogging Pest Control Services		
PJCC		
Building 59	CAFETERIA/CULINARY	\$

As Needed Pest Control Services		
Facilities		Per Call
	• Building 1	\$
	• Building 3	\$
	• Building 4	\$
	• Building 5	\$
	• Building 9	\$
	• Building 11	\$
	• Building 15	\$
	• Building 22	\$
	• Building 43	\$
	• Building 44	\$
	• Building 56	\$

EXHIBIT B

SITE PLAN:



