

[Contractor’s Letterhead]

[Insert Date]

Mr. Franklin Austin
 Contracting Officer
 District of Columbia Department of General Services
 1250 U Street, NW, 3rd Floor
 Washington, DC 20009

Reference: Invitation for Bid DCAM-20-CS-IFB-0004
 MPD Blue Plains Impound Lot Modernization

Dear Mr. Austin:

On behalf of [INSERT NAME OF BIDDER] (the “Bidder”), I am pleased to submit this bid in response to the Department of General Services’ (the “Department” or “DGS”) Invitation for Bid (the “IFB”) for the MPD Blue Plains Impound Lot Modernization. The Bidder has reviewed the IFB and the attachments thereto, any addenda thereto, and the proposed Form of Contract (collectively, the “Bid Documents” or “Contract Documents”) and has conducted such due diligence and analysis as the Bidder, in its sole judgment, has deemed necessary in order to submit its bid in response to the IFB. The Bidder’s bid and the Lump Sum Price are based on the Bid Documents as issued and assume no material alteration of the terms of the Bid Documents. (Collectively, the bid and the Lump Sum Price are referred to as the “Bidder’s Bid”.)

The Bidder’s Bid is as follows:

CLIN	DESCRIPTION	LUMP SUM PRICE
001	To provide construction services for the renovation of Blue Plains Impound Lot, in accordance to the Drawings and Specifications, attached hereto as Attachment J.1 (the “Project”). The Firm Fixed Price shall also include sufficient funding to fund items that are not specifically identified on the Drawings and Specifications, but which are reasonably inferable therefrom.	\$ _____
002	Allowance for Security Cameras	\$100,000
Total Lump Sum Prices w/Allowance:		\$ _____

The Bidder shall take into a consideration that the allowances are considered additional construction capital used at DGS discretion. Allowances are not intended to cover cost of Base Contract work and reasonably inferred work for said Base Contract work. Contractor's Base Bid shall include all services, installations, and cost required to complete the project and systems as if there were no Allowances.

LUMP SUM PRICE W/ ALLOWANCES IN WORDS:

The Bidder shall submit a completed Price Schedule Bid Form (**Exhibit 1**), providing the price for each Division Component, to develop the Bidder's Lump Sum price. The sum of all the prices for each Division Component must equal the Lump Sum Price for CLIN 0001. In the event of discrepancies between or among the Lump Sum Price and the Price Schedule Bid Form of each Division Component, the Lump Sum Price shall control.

The Bidder's Bid is based on and subject to the following conditions:

1. The Bidder agrees to hold its bid open for a period of at least one hundred twenty (120) days after the IFB closing date.
2. Assuming the Bidder is selected by the Department and subject only to the changes requested in paragraph 5, the Bidder agrees to enter into a contract with the Department on the terms and conditions described in the Bid Documents within ten (10) days of the notice of the award.
3. Both the Bidder and the undersigned represent and warrant that the undersigned has the full legal authority to submit this bid form and bind the Bidder to the terms of the Bidder's bid. The Bidder further represents and warrants that no further action or approval must be obtained by the Bidder in order to authorize the terms of the Bidder's bid.
4. The Bidder and its principal team members hereby represent and warrant that they have not: (i) colluded with any other group or person that is submitting a bid in response to the IFB in order to fix or set prices; (ii) acted in such a manner so as to discourage any other group or person from submitting a bid in response to the IFB; or (iii) otherwise engaged in conduct that would violate applicable anti-trust law.

5. The Bidder hereby certifies that neither it nor any of its team members have entered into any agreement (written or oral) that would prohibit any contractor, subcontractor or subconsultant that is certified by the District of Columbia Office of Department of Small and Local Business Enterprises as a Local, Small, Resident Owned or Disadvantaged Business Enterprise (collectively, "LSDBE Certified Companies") from participating in the work if another company is awarded the contract.

6. This Form of Offer Letter and Bid Form are being submitted on behalf of [INSERT FULL LEGAL NAME, TYPE OF ORGANIZATION, AND STATE OF FORMATION FOR THE BIDDER].

Sincerely,

Company: _____

Name: _____

Title: _____

Date: _____

Signature: _____

Exhibit 1 - Price Schedule Bid Form

CLIN 001 – MPD Blue Plains Impound Lot Modernization		
DIVISION NO.	DESCRIPTION	DIVISION COST
Div. 01	General Requirements	
Div. 02	Existing Conditions (incl. abatement/demo)	
Div. 03	Concrete	
Div. 04	Masonry	
Div. 05	Metals	
Div. 06	Woods and Plastics	
Div. 07	Thermal and Moisture Protection	
Div. 08	Openings	
Div. 09	Finishes	
Div. 10	Specialties	
Div. 11	Equipment	
Div. 12	Furnishings	
Div. 13	Special Construction	
Div. 14	Conveying Systems	
Div. 21	Fire Suppressions	
Div. 22	Plumbing	
Div. 23	Heating, Ventilation and Air Conditioning	
Div. 26	Electrical	
Div. 27	Communications	
Div. 28	Electronic Safety and Security	
Div. 31	Earthwork	
Div. 32	Exterior Improvements	
Div. 33	Utilities	
	Lump Sum Price:	\$ _____

Item #	Description	BASE BID PRICING	ADD ALTERNATE PRICING
MOBILIZATION			
1000	MOBILIZATION	\$0	\$0
REMOVALS			
2000	REMOVE EXIST. CURB AND GUTTER	\$ -	\$0
2001	REMOVE EXISTING CONCRETE PAVEMENT	\$ -	\$0
2002	REMOVE EXISTING ASPHALT (ASSUME 5")	\$ -	\$0
2003	REMOVE PAVEMENT BASE GRAVEL MATERIAL	\$ -	\$0
2004	REMOVE FENCE AND FOOTINGS	\$0	\$0
2005	REMOVE SIDEWALK AND BASE	\$0	\$0
2006	REMOVE LIGHT POLE AND LINES	\$0	\$0
2007	BULKHEAD AND BACKFILL INLET	\$0	\$0
2008	REMOVE GUARD BOOTH	\$0	\$0
209	REMOVE TRAILER	\$0	\$0
2010	CAP EXISTING WATER LINE	\$0	\$0
2011	DISCONNECT TELECOMMUNICATION LINE	\$0	\$0
2012	REMOVE CONDUIT FROM FENCE	\$0	\$0
2013	REMOVE EXISTING GUARD RAIL	\$0	\$0
EARTHWORK			
3000	EXCAVATION AND REMOVAL	\$0	\$0
3001	COMPACTED FILL	\$0	\$0
			\$ -
SITE WORK			
4000	CONCRETE CURB AND GUTTER	\$0	\$0
4001	ASPHALT PAVEMENT	\$0	\$0
4002	CONCRETE PAVEMENT	\$ -	\$0
4003	CONCRETE SIDEWALK	\$0	\$0
4004	ADA STANDARD HC CURB RAMP	\$ -	\$0
4005	HANDICAP PARKING PAINTING AND SIGNAGE	\$ -	\$0
4006	4" WHITE PAINT LINE	\$ -	\$0
4007	6" YELLOW PAINT LINE	\$ -	\$0
4008	12" RED PAINT LINE	\$ -	\$0
4009	12" WHITE PAINT LINE	\$ -	\$0
4010	RE-SET / REPAIR EXISTING FENCE	\$0	\$0
4011	METAL FENCE	\$ -	\$0
4012	GATE AND SECURITY CONTROL SYSTEM	\$ -	\$0
4013	LIGHT POLES & LINES	\$0	\$0
4014	LOW HEIGHT CONCRETE RETAINING WALL	\$0	\$0
4015	TRASH SCREENING	\$ -	\$0
4016	FORK LIFT AND TRUCK WASH SHED	\$ -	\$0
4017	NEW GUARDRAIL	\$0	\$0
4018	PEDESTRIAN GATE AND CALL BUTTON	\$ -	\$0
4019	NEW DRIVEWAY	\$0	\$0
4020	DUMPSTERS	\$ -	\$0
4021	NO PHOTO, DO NOT ENTER SIGNS	\$ -	\$0
4022	MPD ID SIGN	\$ -	\$0

UTILITIES			
5000	RE-LOCATE PEPCO POLES WITH ASSOCIATED LINE WORK	\$0	\$0
5001	4" SANITARY SEWER	\$0	\$0
5002	1" DOMESTIC WATER	\$0	\$0
5003	AIR COMPRESSOR	\$ -	\$0
5004	DESIEL GENERATOR	\$ -	\$0
5005	TRANSFORMER	\$ -	\$0
5006	SITE COMMUNICATION	\$ -	\$0
5007	SITE POWER AND PEPCO CONNECTION	\$ -	\$0
STORM DRAINAGE AND STORM WATER MANAGEMENT			
6000	6 INCH PVC FOR SUBSURFACE DRAIN	\$0	\$0
6001	6 INCH UNDERDRAIN PIPE	\$0	\$0
6002	6 INCH PVC PIPE	\$0	\$0
6003	8 INCH FOUNDATION PIPE	\$0	\$0
6004	15 INCH RCP STORM DRAIN	\$0	\$0
6005	18 INCH RCP STORM DRAIN	\$0	\$0
6006	21 INCH RCP STORM DRAIN	\$0	\$0
6007	24 INCH RCP STORM DRAIN	\$0	\$0
6008	27 INCH RCP STORM DRAIN	\$0	\$0
6009	TRENCH DRAIN	\$0	\$0
6010	OVERFLOW INLET (DOT 621.50)	\$0	\$0
6011	SINGLE OVERFLOW INLET (S-30.30)	\$0	\$0
6012	DOUBLE OVERFLOW INLET (S-30.30)	\$0	\$0
6013	SINGLE INLET (S-30.01)	\$0	\$0
6014	MANHOLE 48 INCH (S-20.01)	\$0	\$0
6015	MANHOLE 60 INCH (S-20.02)	\$0	\$0
6016	AQUA SWIRL UNITS	\$0	\$0
6017	DOUBLE CURB INLET (S-30.03)	\$0	\$0
6018	AREA DRAIN	\$0	\$0
6019	CLEANOUT	\$0	\$0
6020	CURB OPENING FLUME	\$0	\$0
6021	CLEAN EX. INLETS	\$0	\$0
6022	ADJUST EX. INLET TOP	\$0	\$0
6023	ADJUST EX. MANHOLE TOP	\$0	\$0
6024	BIORETENTION	\$0	\$0
6025	SWM SWRV CREDIT	\$0	\$0
SEDIMENT CONTROL			
7000	SILT FENCE	\$0	\$0
7001	DEWATERING	\$0	\$0
7002	INLET PROTECTIONS	\$0	\$0
7003	CONSTRUCTION ENTRANCE	\$0	\$0
7004	SEEDING/SODING	\$0	\$0
LANDSCAPING (NOT INCLUDE BIO-RETENTIONS)			
8000	TREES		\$0
8001	BUSHES		\$0
BUILDING			
9000	PREFAB ADMIN BUILDING		\$0
9001	GUARD BOOTH		\$0

9002	SLAB ON GRADE		\$0
9003	FOUNDATION		\$0
9004	TRANSPORTING PREFAB BUILDING TO SITE		\$0
9005	ERECTION AND ASSEMBLY		\$0
9006	TESTING AND ENGINEERING		\$0
9007	12'X14' STORAGE SHED		\$0
9008	15'X5' AIR COMPRESSOR SHED		\$0
9009	FF&E		\$0
CARRACK & OTHER EQUIPMENT			
10001	CARRACK (SEE QUOTE)		\$0
10002	CAR LIFTS		\$0
10003	FOUNDATION		\$0
SUBTOTAL		\$0.00	\$0.00
GENERAL CONDITIONS (Expressed as Percent)		\$ -	\$ -
OVERHEAD AND PROFIT (Expressed as Percentage)		\$ -	\$ -
TOTAL		\$0.00	\$0.00
		Base Bid Pricing	Add Alternate Pricing