

## **Attachment J.2**

[Contractor's Letterhead]

[Insert Date]

Ahmad Stanekzai  
Contracting Officer  
District of Columbia Department of General Services  
1250 U Street, NW, 2nd Floor  
Washington, DC 20009

Reference: Invitation for Bid DCAM-22-CS-IFB-0003 – Construction Services for the  
Renovation of Dally Building Swing to OJS

Dear Mr. Stanekzai:

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 ("IFB") for the construction services for Daly Building Swing to OJS at 441 4<sup>th</sup> Street NW, Washington, DC.

The Bidder has reviewed the IFB and the attachments thereto and any addenda thereto (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 price evaluation and award determination shall be based on the overall price; however, the award shall be made for the Base Bid at this time.**

The Bidder's Bid is as follows:

<b>CLIN No.</b>	<b>Standard Work Requirements Section</b>	<b>Lump Sum Price</b>
<b>CLIN 0001A (Per Exhibit 01)</b>	Work includes Level 6 fitouts, generator tanks/pumps/piping on Level P2 and install generator at rooftop level. Move/relocation of existing furniture on Level 6 to clear space for demolition and construction.	\$ _____
<b>CLIN 0001B (Per Exhibit 02)</b>	Procurement, implementation, and installation of the equipment in the CineMassive drawings including the CineMassive Guardian Care and maintenance plan. The installation shall be provided by a CineMassive FSR (Field Service Representative). Vendor/Provider of the CineMassive equipment is required to have completed FSR (Field Service Representative) as certified by the manufacturer (CineMassive) and provide current written documentation within the past (12) months confirming status. All equipment in the CineMassive drawings shall be inclusive under the manufacturer's Guardian Care and maintenance plan. The Guardian Care plan must be for a coverage period for no less than (3) years, which will include all warranty extensions, 24/7 remote support, onsite support, preventative maintenance, and software updates.	\$ _____
<b>Allowance No. 01</b>	Design, furnish and install of generator dunnage as necessary to support the new generator as indicated on the drawings.	\$ 100,000.00
<b>Allowance No. 02</b>	Cover the removal/disposal of existing furniture that is determined to be unusable or damaged at the discretion of DGS.	\$ 50,000.00
<b>Allowance No. 03</b>	Signage on new spaces and rooms in tenant fitout area that do not have signage (to match existing)	\$15,000.00
	<b>Base Bid Lump Sum Price*:</b>	\$ _____
<b>Add Alternates 001 through 009</b>	<b>Total Add Alternates 001-009 Lump Sum Price</b>	\$ _____
	<b>Grand Total / Complete Project Lump Sum Price **:</b>	\$ _____

**\*Base Bid Lump Sum Price in Words:**

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**\*\* Grand Total/Complete Project Lump Sum Price in Words:**

**CLIN 2 Through 8 Add Alternates 001-009 Section (as per relevant Exhibit lump sum pricing)**

<b>0002 Add Alternate 001 (Per Exhibit 3)</b>	Tenant fitout for Level 5 The work also includes the Move/relocation of existing furniture on Level 5 to clear space for demolition and construction.	\$ _____
<b>0003 Add Alternate 002 (Per Exhibit 4)</b>	Tenant fitout for Level 1C	\$ _____
<b>0004 Add Alternate 003 (Per Exhibit 5)</b>	Tenant fitout for the Credit Union on Level 11	\$ _____
<b>0005A Add Alternate 004 (Per Exhibit 6)</b>	New tenant doors/walls on Level 7 in tenant fitout areas	\$ _____
<b>0005B Add Alternate 005 (Per Exhibit 7)</b>	New paint and carpet on Level 7 in tenant fitout areas	\$ _____
<b>0006A Add Alternate 006 (Per Exhibit 8)</b>	New tenant doors / walls on Level 10 in tenant fitout area	\$ _____
<b>0006B Add Alternate 007 (Per Exhibit 9)</b>	New paint and carpet on Level 10 in tenant fitout areas	\$ _____
<b>0007 Add Alternate 008 (Per Exhibit 10)</b>	Tenant fitout for office suite on the west side of the north elevator core on Level 11	\$ _____
<b>0008 Add Alternate 009 (Per Exhibit 11)</b>	Tenant fitout for office suite in the NW corner and the remainder of the west side on Level 11 (not inclusive of area in CLIN 7)	\$ _____
	<b>Total Add Alternate 001 Through 009 Lump Sum Price:</b>	\$ _____

The Bidder shall submit a completed Price Schedule Bid Form (Exhibits 1 through 11), providing the price for each Division and CLIN, including Exhibit 12 – Schedule of Unit Prices and Exhibit 13 – Schedule of Deduct Alternatives for capital improvements for Daly Building Swing to OJS shall include CLIN 0001A, 0001B, and CLIN 2 through 8 -Add Alternates 001-009

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**

<b>CLIN 0001A – Construction Services for Level 6 renovation, install diesel emergency roof top includes the work for the generator tanks/pumps/piping on Level P2</b>		
<b>DIVISION NO.</b>	<b>DESCRIPTION</b>	<b>DIVISION COST</b>
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	
	<b>CLIN 0001A Lump Sum Price:</b>	\$ _____

**Exhibit 2 - Price Schedule Bid Form**

<b>CLIN 0001B – Construction Services for is the procurement, implementation, and installation of the equipment in the CineMassive drawings including the care and maintenance plan. The installation shall be provided by a CineMassive approved vendor/provider.</b>		
<b>DIVISION NO.</b>	<b>DESCRIPTION</b>	<b>DIVISION COST</b>
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	
	<b>CLIN 0001B Lump Sum Price:</b>	\$ _____

**Exhibit 3 - Price Schedule Bid Form**

<b>CLIN 0002 – Add Alternate 001 Tenant fitout for Level 5. The work also includes the moving/relocation of existing furniture on Level 5 to clear space for demolition and construction.</b>		
<b>DIVISION NO.</b>	<b>DESCRIPTION</b>	<b>DIVISION COST</b>
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	
	<b>CLIN 0002 Add Alternate 001 Lump Sum Price:</b>	<b>\$ _____</b>



**Exhibit 4 - Price Schedule Bid Form**

<b>CLIN 0003 – Add Alternate 002 Tenant fitout for Level 1C</b>		
<b>DIVISION NO.</b>	<b>DESCRIPTION</b>	<b>DIVISION COST</b>
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	
	<b>CLIN 0003 Add Alternate 002 Lump Sum Price:</b>	<b>\$ _____</b>

**Exhibit 5 - Price Schedule Bid Form**

<b>CLIN 0004- Add Alternate 003 Tenant fitout for the credit union on Leve 11</b>		
<b>DIVISION NO.</b>	<b>DESCRIPTION</b>	<b>DIVISION COST</b>
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	
	<b>CLIN 0004 Add Alternate 003 Lump Sum Price:</b>	<b>\$ _____</b>

**Exhibit 6 - Price Schedule Bid Form**

<b>CLIN 0005A- Add Alternate 004 Tenant doors / walls on Level 7 in tenant fitout areas.</b>		
<b>DIVISION NO.</b>	<b>DESCRIPTION</b>	<b>DIVISION COST</b>
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	
	<b>CLIN 0005A Add Alternate 004 Lump Sum Price:</b>	<b>\$ _____</b>

**Exhibit 7 - Price Schedule Bid Form**

<b>CLIN 0005B- Add Alternate 005 New paint and carpet on Level 7 in tenant fitout areas.</b>		
<b>DIVISION NO.</b>	<b>DESCRIPTION</b>	<b>DIVISION COST</b>
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	
	<b>CLIN 0005B Add Alternate 005 Lump Sum Price:</b>	<b>\$ _____</b>

**Exhibit 8 - Price Schedule Bid Form**

<b>CLIN 0006A- Add Alternate 006 Tenant doors / walls on Level 10 in tenant fitout areas.</b>		
<b>DIVISION NO.</b>	<b>DESCRIPTION</b>	<b>DIVISION COST</b>
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	
	<b>CLIN 0006A Add Alternate 006 Lump Sum Price:</b>	<b>\$ _____</b>

**Exhibit 9 - Price Schedule Bid Form**

<b>CLIN 0006B- - Add Alternate 007 New paint and carpet on Level 10 in tenant fitout areas.</b>		
<b>DIVISION NO.</b>	<b>DESCRIPTION</b>	<b>DIVISION COST</b>
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	
	<b>CLIN 0006B Add Alternate 007 Lump Sum Price:</b>	<b>\$ _____</b>

**Exhibit 10 - Price Schedule Bid Form**

**CLIN 0007- Add Alternate 008 Tenant fitout for a small office suite on the west side of the north elevator core on Level 11**

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	
	<b>CLIN 0007 Add Alternate 008 Lump Sum Price:</b>	\$ _____

**Exhibit 11 - Price Schedule Bid Form**

<b>CLIN 0008- Add Alternate 009 Tenant fitout for a small office suite in the NW corner and the remainder of the west side on Leve 11 (not inclusive of area in CLIN 7)</b>		
<b>DIVISION NO.</b>	<b>DESCRIPTION</b>	<b>DIVISION COST</b>
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	
	<b>CLIN 0008 Add Alternate 009 Lump Sum Price:</b>	\$ _____



**Exhibit 12 - SCHEDULE OF UNIT PRICES**

<b>UNIT PRICES</b>	<b>Material</b>	<b>Description</b>	<b>Cost Per SF</b>
Unite Price No. 01	Tile Carpeting	CPT-01	
		CPT-02	
Unite Price No. 02	Interior Painting	P-01	
		P-02	
		P-03	
		P-04	
		P-05	
		P-06	
		P-07	
		P-08	

**Exhibit 13 - SCHEDULE OF DEDUCT ALTERNATES**

<b>DEDUCT ALTERNATES</b>		
<b>Alternate No.</b>	<b>Description</b>	<b>Lump Sum Cost</b>
Alternate 01	Replace millwork (base and overhead cabinets, countertops to remain) in Copy Rooms (rooms 500.24N, 600.10, 600.26, 630.03, 630.08, 630.49, 650.28, 680.51, 680.54, and 1130.08), CIC (room 650.20N, base and overhead cabinets only-cubbies and countertops to remain) from the scope of work.	
Alternate 02	Tenant to build out of a Staff Common Area (on Level 6, Commons 630 including Galley 630.01).	
Alternate 03	Tenant to build out of a Staff Common Area (on Level 6, Commons 680N including Galley 680.25).	

□