



**D.C. DEPARTMENT OF GENERAL SERVICES**

**REQUEST FOR PROPOSALS**

**HVAC CHEMICAL TREATMENT SERVICES**

**October 14, 2015**

**Proposal Due Date:** November 9, 2015 by 2:00 p.m. EST

**Preproposal Conference:** October 23, 2015 at 2:30 p.m. EDT

*to be held at:*

**Frank D. Reeves Center  
2<sup>nd</sup> Floor Community Room  
2000 14<sup>th</sup> Street, NW  
Washington, DC 20009**

**Contact:** Thomas D. Bridenbaugh  
Leftwich, LLC  
1400 K Street, NW  
Suite 1000  
Washington, D.C. 20005  
Phone: (202) 434-9100

**Solicitation Number:** DCAM-16-NC-0036

## Executive Summary

The Department of General Services (“Department” or “DGS”) is issuing this Request for Proposals to engage one or more contractors to provide chemical treatment services for the HVAC systems at various District of Columbia public schools, parks and recreation facilities, and certain other municipal facilities. In general, the selected contractor(s) will be required to: (i) chemically treat the water in boilers and cooling towers once per month; (ii) conduct monthly tests on equipment to verify chemical levels are adequate; (iii) conduct bacteria testing on cooling towers once per season; and (iv) repair or replace dosage equipment as needed for a one year contract term (the “Project”).

### A.1. Project Delivery Method

The Department intends to award the work to one or more contractors. As shown on the Group List (see **Attachment A**), the District of Columbia Public Schools (“DCPS”) facilities have been included as one group (Group 1) and the other District government facilities have been included as another group (Group 2). The Department reserves the right to award the work for any one group to separate contractors, or to award the work for both groups to the same contractor.

### A.2 Form of Contract

The Form of Contract will be issued by Addendum to this RFP. Offerors should carefully review the Form of Contract when submitting their proposal. To the extent there are any inconsistencies between this RFP and the Form of Contract, the Form of Contract shall prevail. Offerors are further advised that they are required to submit their proposal premised upon entering into a contract that is substantially similar to the Form of Contract and that any proposed changes to the Form of Contract must be clearly identified and described in their proposal. **A proposal that fails to specifically identify and describe the requested changes shall be deemed non-responsive.**

### A.3 Contractor Fees

The Department intends to award two contracts: one lump sum contract for the Group 1 facilities; and one time and materials contract for the Group 2 facilities. The Offeror should bid a lump sum for the Group 1 facilities for the full twelve (12) month duration of the Base Year (as well as a lump sum for each of the two Option Years) in the form of **Attachment B**. The lump sum for each contract year bid by the Offeror should include sufficient funding to cover all of the costs necessary to fully complete the work for Group 1 facilities, including, but not limited to, labor, materials, equipment, subcontractor costs, insurance and bonding, home office overhead and profit.

The Offeror should bid on Group 2 facilities as a time and materials contract in the form of **Attachment B** (for the contract’s Base Year as well as each of the two Option Years). The time and materials quote should include an hourly rate for a service technician, the cost of any dispensing equipment that will be installed to the system equipment, the unit cost of chemicals to be used in treating the various systems for a specified quantity, the cost of testing appropriate

systems for Legionella, and the unit price for a test kit. The hourly technician rate will be the Offerors sole compensation for the services provided hereunder with the exception of the treatment chemicals and equipment used to dispense such chemicals, including but not limited to labor, burden, overhead profit, insurance, small tools, supervision, fleet vehicles, transportation, and mileage.

#### **A.4 Economic Inclusion**

The Department requires that Local, Small and Disadvantaged Business Enterprises (“LSDBEs”) participate in this project to the greatest extent possible and desires that such businesses perform at least fifty percent (50%) of the work under this procurement. At least thirty five percent (35%) must be awarded to entities that are certified as either Small or Disadvantaged Business Enterprises by the District of Columbia Local Business Opportunity Commission, and twenty percent (20%) to entities that are certified as Disadvantaged Business Enterprises. The Department will also require that the selected Contractor and all of its subconsultants, subcontractors, and suppliers, enter into a First Source Employment Agreement with the Department of Employment Services and hire fifty-one percent (51%) District residents for all new jobs created on the project. Please see **Part C** of this RFP for additional information.

In addition to LSDBE participation as described above, the Department requires that District residents participate in the Project to the greatest extent possible. Prior to execution of the Contract, the Department will establish a minimum requirement for the percentage of labor hours worked by District residents on the project (such requirement, the “Workforce Utilization Requirement”). The Workforce Utilization Requirement will be no less than forty percent (40%). Offerors shall submit with their proposals a Workforce Utilization Plan outlining how they intend to increase participation by DC residents in the performance of the work on this Project.

#### **A.5 Selection Criteria**

Proposals will be evaluated in accordance with **Part D** of this RFP. The following evaluation criteria will be used:

- Experience & References (20 points)
- Key Personnel (10 points)
- Project Management Plan (15 points)
- Cost (40 points)
- LSDBE Compliance/Utilization (10 points)
- Workforce Utilization (5 points)

## **A.6 Procurement Schedule**

The schedule for this procurement is as follows:

- Issue RFP - October 14, 2015
- Pre-proposal Conference - October 23, 2015 at 2:30 p.m.
- Last Day for Questions/Clarifications - November 3, 2015
- Proposals Due - November 9, 2015
- Notice of Award - on or about December 11, 2015

## **A.7 Attachments**

- Attachment A** - Facility Groupings
- Attachment B** - Form of Offer Letter
- Attachment C** - Disclosure Statement
- Attachment D** - Tax Affidavit
- Attachment E** - Service Contract Act Wage Rates and Living Wage Act Rate

## **SECTION B           SCOPE OF WORK**

### **B.1     Scope of Work**

The selected Contractor will be required to provide the necessary water/chemical treatment for HVAC systems at various District of Columbia public schools, parks and recreation facilities, and certain other municipal facilities. Without limiting the generality of the foregoing, the selected contractor shall be required to: (i) chemically treat the water in boilers and cooling towers once per month; (ii) conduct monthly tests on equipment to verify chemical levels are adequate; (iii) conduct bacteria testing on cooling towers once per season; and (iv) repair or replace dosage equipment as needed (the "Project"). While the Contractor will be responsible for injecting the appropriate type and volume of chemical into each boiler, DGS building engineers will perform daily monitoring of total dissolved solids (TDS) levels within each boiler.

#### **B.1.1   Initial Assessment**

Within forty-five (45) days after issuance of a notice to proceed, the selected Contractor shall forward the following information to the Environmental Health and Safety Office:

- .1**     Initial water analysis of all systems of each building with the recommendations for remedial action. The initial water analysis shall include, but not limited to, pH, conductivity, alkalinity, calcium, total hardness, dissolved oxygen, and chlorides.
- .2**     Prescribe a treatment program for all systems. This program shall comply with the manufacturer's recommendation for all such systems.
- .3**     Material Safety Data Sheets for all chemicals.
- .4**     Test method used for determination of chemical treatment residual. The parameter of pH shall be analyzed with the following method: EPA 150.1 (Standard Method 4500-H+ B).
- .5**     A copy of the selected Contractor's spill and clean-up plan for all chemicals to be used by building personnel in the event of a spill.
- .6**     Sampling protocol for Legionella testing.

#### **B.1.2   Chemicals**

The selected Contractor will be required to provide adequate chemicals and other materials consumed at each "site" at its sole cost and expense; however, the selected Contractor shall be reimbursed for excess chemical treatment consumed due to documented closed system water loss in excess of twenty-five percent (25%) of closed system capacity per year. These losses shall be documented by a water meter provided by DGS if a suspicion of water loss is present. The selected Contractor will provide DGS with a recommendation to correct water loss.

### **B.1.3 Laboratory Testing**

The selected Contractor shall have access to laboratory facilities capable of performing a complete range of analytical work to assist with monitoring, control and troubleshooting of the facility's water system. The laboratory facilities will be equipped to perform the following: water analyses, deposit analyses, corrosion coupon analyses, microbiological analyses, ion exchange resin analyses and metallurgical analyses. The selected Contractor will be required to submit a sample analytical report for each category listed above.

### **B.1.4 Response Team**

The selected Contractor must maintain a twenty-four (24) hour, seven (7) day a week emergency response group manned by employees who can be called for emergency information regarding chemical spills and/or accidents involving the Contractor's products. The Contractor shall submit the emergency phone numbers and a sample of documentation outlining instructions for reporting accidents and chemical spills.

### **B.1.5 Training Program**

The selected Contractor shall provide operator training support that includes chemical testing, reporting and understanding chemical program's test results. The Contractor will be expected to offer training regarding the safe handling of chemical products. All training materials must be verified by submitting descriptive literature on content and structure of the programs.

### **B.1.6 Monthly Samples**

**B.1.6.1** The Contractor shall draw samples from each system as necessary, but not less than once per month, and shall test for, but not limited to, pH, conductivity, total hardness, P and T alkalinity, molybdate (cooling towers), nitrite (closed systems), and sulfite (steam boilers). The Contractor will also be expected to analyze the incoming makeup water for chlorides, Total hardness, T alkalinity and conductivity. The test shall be performed on the site at the time the samples are taken.

**B.1.6.2** The Contractor will be responsible for inspecting and making adjustments to the equipment (chemical and bleed) to control cycles of concentration at optimum levels. This shall be based on field inspection and analysis. Any adjustments to the equipment shall be noted on all work orders.

**B.1.6.3** All testing equipment shall be calibrated daily according to the manufacturer.

**B.1.6.4** Any malfunctions with the chemical feed, bleed and/or critical equipment (i.e., but not limited to, cooling tower, boilers and steam/hot water systems) shall be noted, with recommendations, on all reports that are submitted to DGS.

## **B.1.7 Chemical Standards**

**B.1.7.1 Cooling Towers.** The following standard chemical minimums shall be maintained on Cooling Tower Programs:

- pH	7.5-8.8
- Phosphonate (PBTC)	5-10 ppm (average to high hardness locations)
- Organic Sequestrent	300-500 ppm
- Molybdate	5-10 ppm
- Conductivity	1000-1500 mmhos
- Tolytriazole	1-3 ppm
- Dispesant/Crystal Modifier	3-6 ppm
- Cycles	5

**B.1.7.2 Closed Systems.** The following standard chemical minimums shall be maintained on Closed Systems:

- pH	9.0-10.5
- Nitrite as NaNO <sub>2</sub>	800-1200 ppm
- Tolytriazole	1-3 ppm
- Dispersant	as needed

**B.1.7.3 Steam Boiler Programs.** The following standard chemical minimums must be maintained on Steam Boiler Programs:

- pH	10-12
- Sulfite	30-60 ppm
- Conductivity	1800-3000 mmhos (hard water) 3000-3500 mmhos (soft water)
- P Alkalinity	300-600 ppm
- T Alkalinity	400-800 ppm
- Carbonate cycle polymer	100-200 ppm
- Dispersant-Terpolymer	as needed

## **B.1.8 Equipment for Cooling Tower**

**B.1.8.1** All corrosion and scale control chemical equipment shall be added by the use of an automatic proportional feeding electric chemical pump. The chemical shall be contained in a wall-mounted tank with a self-contained pump. All cooling tower systems shall be controlled by a contact head water meter for chemical feed injection, and a conductivity type “bleed off” controller for a system bleed. If the installation of a contact head water meter is necessary, it will be furnished and installed by DGS.

**B.1.8.2** Bleed control shall be accomplished by activating an electrical solenoid or motorized valve with a signal generated by an electrode controlled conductivity controller.

**B.1.8.3** The piping associated with the solenoid valve shall be hard drawn copper or schedule 80 PVC, and shall be sized for a pressure drop of no more than eight feet of water per One hundred (100) foot of length, and shall be piped to the nearest code acceptable drain. Hard drawn copper shall be anchored every five (5) feet. PVC shall be anchored every three (3) feet.

**B.1.8.4** Other methods of chemical feed must be capable of regulating feed in response to variable water losses such as evaporation, wind age and leakage must be approved by DCPS Office of Environmental Health and Safety, or other appropriate District agency.

**B.1.8.5** All equipment shall be interlocked, requiring operation only when the condenser water pump is in operation. This shall be accomplished by the use of flow switch, or electrical interlock to the load aide of the auxiliary contacts of the pump starter.

## **B.1.9 Closed System**

**B.1.9.1** All closed systems chemical treatment may be added by either the use of an electrical automatic proportional feeder pump or a chemical bypass feeder of the size specified in the original mechanical prints, or as directed by the Office of Environmental Health and Safety.

**B.1.9.2** Chemical treatment fed using a bypass feeder shall not have a capacity of less than five (5) gallons.

## **B.1.10 Steam Boiler**

**B.1.10.1** Chemical treatment shall be added to a steam boiler by the use of an electric automatic proportional feeder pump.

**B.1.10.2** Treatment will be provided for the prevention of scale, corrosion and oxygen pitting on the waterside of each boiler. Treatment and recommendations will be included for the wet storage of inactive boilers.

**B.1.10.3** The formation of scale and/or oxygen pitting on the boilers internal parts is unacceptable. Oxygen pitting due to lack of sufficient sulfite residuals in each boiler, operating or not, is also unacceptable.

**B.1.10.4** Chemicals used as boiler water additives shall meet the FDA requirements (CFR 173.310).

**B.1.11 Water Treatment Equipment New/Repairs/Replacements**

**B.1.11.1** [Intentionally omitted]

**B.1.11.2** During the contract period, if any equipment malfunctions and requires replacing or repairing, a written notice must be forwarded to DGS. This notice shall include the following information: the name of the school/building, the type of equipment affected, recommendations for repair/replacements, the availability of the part/equipment and the cost. No equipment shall be repaired/replaced without the expressed written permission of DGS. Failure of the contractor to notify DGS of faulty equipment does not eliminate the contractor's responsibility to treat the water.

**B.1.11.3** All equipment that is new or replaced, during the beginning period and for the duration of the contract, shall be universal, not proprietary equipment, and subject to the approval of DGS.

**B.1.11.4** All newly purchased equipment shall have at least a one (1) year manufacturer's warranty. If a replacement part does not carry a warranty, confirmation of such, shall be submitted to DGS.

**B.1.11.5** Cost of any required repair or replacement parts will be reimbursed by DGS with a fifteen percent (15%) markup. The selected contractor must submit a copy of an invoice for reimbursement.

**B.1.11.6** When new equipment is installed, the selected contractor shall label equipment with the company name and the date installed. This shall be done with a sticker type label and protected from damage.

**B.1.11.7** When systems (i.e. cooling towers and etc.) are taken out-of-service for complete replacement, DGS shall not be invoiced for the services at the site. DGS will notify the selected contractor of any system replacements.

**B.1.11.8** All chemical feed equipment shall be properly maintained by the selected contractor.

## **B.1.12 Definition of Operating Season**

### **B.1.12.1 Cooling Towers**

**B.1.12.1.1** Cooling Towers will be in start-up operation approximately on March 15<sup>th</sup> of each year. DGS has cooling towers that are in operation for all twelve (12) months. These systems will be serviced year round. As each system is scheduled, by Mechanical Services, to begin start-up operations, the selected Contractor will be notified in advanced for the chemical tanks and equipment to be serviced and placed into operation.

**B.1.12.1.2** Cooling Towers will end the operating season approximately October 15<sup>th</sup> of each year with the exception of the twelve (12) month cooling towers. As each system is scheduled, by Mechanical Services, to be winterized, the selected Contractor shall perform all the necessary maintenance of the chemical feed equipment. The necessary maintenance shall include, but not limited to, emptying reservoirs of chemicals and cleaning of chemical tanks and all pump apparatus.

**B.1.12.1.3** Cooling towers shall be serviced (water treatment) when notified by Mechanical Services.

### **B.1.12.2 Closed Systems**

**B.1.12.2.1** Closed Systems shall be serviced year round, unless notified by DGS.

### **B.1.12.3 Hot/Steam Boiler Program**

**B.1.12.3.1** Hot/Steam Boiler Program will be in start-up operation approximately October 15<sup>th</sup> of each year. Each chemical system for this program shall be emptied, cleaned and re-filled/serviced from October 1<sup>st</sup> to the 15<sup>th</sup>.

**B.1.12.3.2** Any school or other building that has a re-heat system requires yearly service.

**B.1.12.3.3** The end of the operation season is approximately April 15<sup>th</sup> of each year.

## **B.1.13 Material Safety Data Sheets (MSDS) and Chemical Tanks**

**B.1.13.1** The Contractor shall submit MSDS for all chemicals to the Office of Environmental Health and Safety.

**B.1.13.2** The selected Contractor shall post one (1) of the MSDS, in its entirety, explaining the water treatment chemicals utilized at each location at the treatment system. All MSDS shall be protected against damage with a clear plastic envelope. The selected Contractor will be responsible for updating the MSDS as needed.

**B.1.13.3** All chemical treatment tanks shall be properly labeled with the chemical name, concentration/chemical dilution and pH level. This is to be done with a sticker label, not physically writing on the tanks.

#### **B.1.14 Reports**

**B.1.14.1** The selected Contractor shall submit work and/or laboratory reports. All reports shall be received the tenth day of the succeeding month. Limited exceptions will be made with consideration to holding times (Legionella testing).

**B.1.14.2** Reports shall include the following, but not limited to, school/building information, date, time, name of individual performing the service, equipment serviced, all test parameter analyses with lower/upper limits, chemical additions (name and amount), and any type of malfunctions with corrective actions/recommendations for DGS. These reports may be faxed, followed by the original written copy.

**B.1.14.3** Written work order reports shall be maintained on duplicated forms. One copy shall remain on-site of the school/building and protected against damage with a clear plastic envelope. If duplicated work orders are not used, a logbook (composition book with the pages number) must be supplied by the selected Contractor. All pertinent information shall be included on these reports.

#### **B.1.15 Legionella Testing for Cooling Towers**

**B.1.15.1** Schedule for bi-annual Legionella test, using the Legionella Direct Fluorescent Antibody method, shall be coordinated with the Office of Environmental Services for each cooling tower covered under the Contract. If test method is other than the Direct Fluorescent Antibody, the substituted test method shall be approved by the Office of Environmental Health and Safety.

**B.1.15.2** One test shall be performed on each cooling tower at the beginning of the cooling season. The cooling season for DCPS facilities starts approximately March 15<sup>th</sup> of each year. This first scheduled test shall be collected and analyzed between the June 1<sup>st</sup> and June 15<sup>th</sup>. The second test shall be performed in the month of August, between the 1<sup>st</sup> and 15<sup>th</sup>. For non-DCPS buildings, the Contractor and DGS shall agree upon an acceptable testing schedule.

**B.1.15.3** Year round cooling towers will be tested every three months.

**B.1.15.4** Any Legionella Direct Fluorescent Antibody test that reports greater than the sensitivity criterion of >10 cells/mL, the sample shall automatically undergo a culture test method to determine if the bacteria counts are viable. Immediate notification shall be made to OPEFM. The sensitivity criterion of >10 cells/mL shall be considered an elevated count.

**B.1.15.5** If an elevated count (>10 cells/mL) should occur, the cooling tower should be disinfected by the Contractor.

**B.1.15.6** All appropriate precautions shall be used with the cooling tower decontamination process in reference to corrosion, toxicity and personal protection. Any decontamination process, shall be scheduled when the least amount of people occupy the building. This time frame would be after school/building hours and weekends.

**B.1.15.7** Guidelines for sampling shall include, but not be limited to, the following:

- .1 All Legionella samples shall be collected by a Certified Water Sampler. Copies of the certification shall be submitted with the proposal.
- .2 Samples shall be collected in sterile, polypropylene (250 mL - 1 L) containers.
- .3 The most suitable sample site shall be chosen, with prior approval of DCPS Office of Environmental Health and Safety. The preferred sample site is from the sump/reservoir.
- .4 Before samples are taken, the make-up water shall be analyzed for temperature.

## **B.2 Service Contract Act and Living Wage Act**

The selected Contractor shall agree that the work performed under this Contract shall be subject to the Service Contract Act and Living Wage Act. The wage rates applicable to this Project are attached as **Attachment E**.

## **B.3 Key Personnel; Qualified Technicians**

In its proposal, each Offeror will be required to identify its key personnel. The contractor will not be permitted to reassign any of the key personnel unless the Office approves the proposed reassignment and the proposed replacement. All technicians working on behalf of the selected Contractor shall be fully qualified in all application of water treatment chemicals and familiar with the operation and maintenance of present and/or installed feed and bleed equipment, regardless of the manufacturer.

## **B.4 Licensing, Accreditation and Registration**

The contractor and all of its subcontractors and subconsultants (regardless of tier) shall comply with all applicable District of Columbia, state, and federal licensing, accreditation, and registration requirements and standards necessary for the performance of the contract.

## **B.5 Conformance with Laws**

It shall be the responsibility of the contractor to perform under the contract in conformance with the Department's Procurement Regulations and all statutes, laws, codes, ordinances, regulations, rules, requirements, orders, and policies of governmental bodies.

## **B.6 Apprenticeship Act**

The Apprenticeship Act shall apply to this contract and the Contractor, and all of its trade subcontractors shall be required to comply with that act.

## **B.7 Project Site Safety**

The contractor will be required to ensure that its work is conducted in a safe manner to ensure the safety of the public, students, teachers, school and building staff.

## **B.8 Time is of the Essence**

Time is of the essence with respect to the contract. As such, the contractor must dedicate such personnel and other resources as are necessary to ensure that the Project is completed on-time and in a diligent, skilled, and professional manner.

## **B.9 Option Year**

There will be two (2) options to extend this contract for additional one year contract terms. Please see the form of contract for more detailed information

## **B.10 Certain Business Terms**

**B.11.1** The Department contemplates that a detailed narrative scope of work will be developed and attached to the contract when it is signed. This narrative scope of work should generally describe how the Offeror would perform the work and any performance standards applicable to the Offeror's work. **Please include within your proposal a proposed form of this narrative.**

**B.11.2** The Department contemplates that a listing of additional services will be developed and attached to the contract when it is signed. Among other things, this exhibit would include procedures by which the Contractor would be compensated for excessive water leakage. **Please include within your proposal a proposed form of this exhibit.**

## SECTION C            ECONOMIC INCLUSION

### C.1    Preference for Small, Local, and Disadvantaged Business Enterprises

**General:** Under the provisions of the Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005, D.C. Law 16-33 (codified at D.C. Code § 2-218.01 et seq.), preferences shall be given to Offerors that are certified by the Department of Small and Local Business Development as being a small business enterprise, having resident business ownership, having a longtime resident business, being a local business enterprise, being a disadvantaged business enterprise, being a local business enterprise with its principal office located in an enterprise zone, being a veteran-owned business enterprise, or being a local manufacturing business enterprise. (A copy of the certification acknowledgment letter must be submitted with the Offeror's Proposal.) In accordance with these laws, the following preferences shall be awarded in evaluating an Offeror's proposal:

- Three (3) preference points shall be awarded if the Offeror is certified as having a small business enterprise.
- Five (5) preference points shall be awarded if the Offeror is certified as having a resident business ownership.
- Five (5) points shall be awarded if the Offeror is certified as having a longtime resident business.
- Two (2) preference points shall be awarded if the Offeror is certified as a local business enterprise.
- Two (2) preference points shall be awarded if the Offeror is certified as being a local business enterprise with its principal office located in an enterprise zone.
- Two (2) preference points shall be awarded if the Offeror is certified as a disadvantaged business enterprise.
- Two (2) preference points shall be awarded if the Offeror is certified as a veteran-owned business enterprise.
- Two (2) preference points shall be awarded if the Offeror is certified as a local manufacturing business enterprise.

Offerors may qualify for more than one of these categories, so that the maximum number of points available under this section is twelve (12) points.

**Information:** For information regarding the application process, contact the Department of Small and Local Business Development at the following address or telephone number:

Department of Small and Local Business Development  
One Judiciary Square Building  
441 4th Street, NW, 9th Floor  
Washington, DC 20001  
(202) 727-3900 (Telephone Number)  
(202) 724-3786 (Facsimile Number)

## **C.2 SLDBE Participation**

The Department requires that significant participation by business enterprises certified by the Department of Small and Local Business Development as: (i) a local business enterprise; (ii) a small business enterprise; (iii) a disadvantaged business enterprise; (iv) having a owned resident business; (v) being a longtime business resident; or (vi) having a local business enterprise with its principal office located in an enterprise zone. Accordingly, and in addition to the preference points conferred by **Section C.1**, the Department requires that business enterprises so certified must participate in at least fifty percent (50%) of the development. At least thirty five percent (35%) must be awarded to entities that are certified as either Small or Disadvantaged Business Enterprises by the District of Columbia Local Business Opportunity Commission and twenty percent (20%) to entities that are certified as Disadvantaged Business Enterprises. Offerors will be required to submit a Local Business Enterprise Utilization Plan with their proposals. The Utilization Plan must demonstrate how this requirement will be met and, to the extent possible at this stage in the project, should identify the specific firms that will be used and their respective roles.

## **C.3 Residency Hiring Requirements for Contractors and Subcontractors**

At least fifty-one percent (51%) of the Offeror's Team and every subconsultant's employees hired after the Offeror enters into a contract with the Department, or after such subconsultant enters into a contract with the Offeror, to work on this project, shall be residents of the District of Columbia. Upon execution of the contract, the Offeror and all of its member firms, if any, and each of its subcontractors and subconsultants shall submit to the Department a list of current employees that will be assigned to the project, the date that they were hired and whether or not they live in the District of Columbia.

The Offeror shall comply with subchapter X of Chapter II of Title 2, and all successor acts thereto, including by not limited to the *Workforce Intermediary Establishment and Reform of First Source Amendment Act of 2011*, and the rules and regulations promulgated thereunder.

The Offeror and all member firms, subcontractors, tier subcontractors, subconsultants, and suppliers with contracts in the amount of \$100,000 or more shall be required to comply with the following: (i) enter into a First Source Employment Agreement with the D.C. Department of Employment Services ("DOES") upon execution of the contract; (ii) submit an executed First Source Agreement to DOES prior to beginning work on the project; (iii) make best efforts to hire at least fifty one percent (51%) District residents for all new jobs created by the project; (iv) list all employment vacancies with DOES; (v) submit monthly compliance reports to DOES by the 10<sup>th</sup> of each month; (vi) at least fifty one percent (51%) apprentices and trainees employed must be residents of the District registered in program approved by the D.C. Apprenticeship Council; and (vii) trade contractors and subcontractors with contracts in the amount of \$500,000 or more must register an apprenticeship program with the D.C. Apprenticeship Council.

#### **C.4 Apprenticeship Act**

The D.C. Apprenticeship Act of D.C. Law 2-156, (“Act”) as amended shall apply to this project. All subcontractors selected to perform work on the project on a craft-by-craft basis shall be required to comply with this Act. All terms and conditions of the D.C. Apprenticeship Council Rules and Regulations shall be implemented. Please note that thirty five percent (35%) of all apprenticeship hours worked must be performed by District residents. The Contractor shall be liable for any subcontractor non-compliance.

## **SECTION D EVALUATION AND AWARD CRITERIA**

### **D.1 Evaluation Process**

The Department shall evaluate submissions and any best and final offers in accordance with the provisions of this **Section D** and the Department's Procurement Regulations.

### **D.2 Evaluation Committee**

Each submission shall be evaluated in accordance with this **Section D** by an Evaluation Committee. The Evaluation Committee shall prepare a written report summarizing its findings and submit the same to the source selection official. Based on the information submitted by the Offerors in response to this RFP and the report prepared by the Evaluation Committee, the source selection official shall select the Offeror(s) whose submissions are determined by the source selection official to be the most advantageous to the Department.

### **D.3 Oral Presentation**

The Department does not intend to interview Offerors; however, the Department reserves the right to interview Offerors in the competitive range if necessary. If the Department conducts such interviews, each Offeror within the competitive range shall make an oral presentation to the Department's Evaluation Committee, and participate in a question and answer session. The purpose of the oral presentation and the question and answer session is to permit the Evaluation Committee to fully understand and assess the qualifications of each Offeror and the Offeror's key personnel. The submission will be re-scored at the conclusion of the oral presentation.

#### **D.3.1 Length of Oral Presentation**

Each Offeror will be given up to sixty (60) minutes to make the presentation. At the end of the initial presentation, there will be a break for approximately forty five (45) minutes for the Evaluation Committee to assess the presentation and prepare questions. The Offeror will then respond to questions from the Department's Evaluation Committee for no more than ninety (90) minutes.

#### **D.3.2 Schedule**

The order of presentation will be selected randomly and the Offerors will be informed of their presentation date before the beginning of oral presentations. The Department reserves the right to reschedule any Offeror's presentation at the discretion of the contracting officer.

#### **D.3.3 Offeror Attendees**

The oral presentation will be made by the Offeror's personnel who will be assigned the key jobs for this project. Each Offeror will be limited to seven (7) persons. The job functions of the

persons attending the presentation will be considered to be an indication of the Offeror's assessment of the key areas of responsibility that are deemed essential to the successful completion of the project.

#### **D.3.4 Topics**

The Offeror may present information about its capabilities and special qualifications to serve as a contractor for this Project, including the qualifications of key personnel.

#### **D.4 Proposal Evaluation**

Each proposal will be scored on a scale of 1 to 100 points. In addition, Offerors will be eligible to receive up to twelve (12) preference points as described in **Section C.1** of this RFP for participation by Local, Small or Disadvantaged Business Enterprises. Thus, the maximum number of points possible is one hundred twelve (112). The contract will be awarded to the contractor with the highest evaluated score.

##### **D.4.1 Experience & References (20 points)**

The Department desires to engage a contractor with the experience necessary to realize the objectives set forth in **Section A** of this RFP. Offerors will be evaluated based on their demonstrated experience in:

- (i) providing HVAC chemical treatment services;
- (ii) knowledge of school and other municipal buildings; and
- (iii) knowledge of applicable regulatory requirements.

If the Offeror is a team or joint venture of multiple companies, the Evaluation Panel will consider the experience of each member of the team or joint venture in light of their role in the proposed team or joint venture. This element of the evaluation will be worth up to twenty (20) points.

##### **D.4.2 Key Personnel (10 points)**

The Department desires that the Contractor's personnel should have the necessary experience and licenses to perform the required work, as well as having the appropriate number of personnel to implement the project. Toward that end, Offerors should include within the proposal a description of the staff available to perform this work and their qualifications. Offerors should also include a description of the key personnel who will be responsible for managing the day-to-day work under this contract.

Please provide a table that identifies, to the extent possible, the specific staff that will be assigned to this project. The table should include:

- (i) the individual's name;
- (ii) his or her title;
- (iii) his or her level of effort during the contract term (i.e. the percentage of time devoted to this project); and
- (iv) the time periods during which the individual will be assigned to the project.

This element of the evaluation will be worth up to ten (10) points

#### **D.4.3 Cost (40 points)**

Offerors will be required to bid a lump sum for Group 1 and hourly and unit rates for Group 2, as specified on **Attachment B**. This element of the evaluation is worth up to forty (40) points.

#### **D.4.4 Project Management Plan (15 Points)**

Offerors are required to submit a Project Management Plan.

The Project Management Plan should clearly explain how the contractor intends to manage and implement the Project. It should demonstrate a knowledge of the process and impediments that must be overcome and ensure that sufficient staffing will be provided. At a minimum, the plan should identify: (i) how the Offeror will identify what chemicals are required in each facility; (ii) how the Offeror will assign its crews at the beginning of each heating and cooling season; (iii) how periodic testing and sampling will be accomplished; and (iv) how the Offeror will respond to emergencies, chemical spills and unplanned activities.

This element of the evaluation is worth up to fifteen (15) points.

#### **D.4.5 LSDBE Compliance/Utilization (10 points)**

The Department desires the selected contractor provide the maximum level of participation for Local, Small and Disadvantaged Business Enterprises as well as employment opportunities for District of Columbia residents. Offerors will be evaluated in light of their demonstrated experience in meeting such goals and their proposed LSDBE Utilization Plan. This factor of the evaluation will be worth up to ten (10) points.

#### **D.4.6 Workforce Utilization Plan (5 points)**

The Department desires the selected contractor to provide the maximum level of participation by District of Columbia residents in performing the work. As part of their proposals, Offerors must provide a Workforce Utilization Plan which demonstrates how it will identify qualified District residents to perform work on the project and increase participation by District residents. This element of the evaluation will be worth up to five (5) points.

## **SECTION E            PROPOSAL ORGANIZATION AND SUBMISSION**

This section outlines specific information necessary for the proper organization and manner in which Offerors' Proposals should be proffered. References are made to other sections in this RFP for further explanation.

### **E.1    Submission Identification**

Submissions shall be proffered in a complete original proposal (pricing and technical submission); one (1) copy of the pricing proposal; and eight (8) copies of the technical portion of the proposal as outlined below. An electronic copy on CD or flash drive of the complete proposal (pricing and technical submission). The Offeror's original submission shall be placed in a sealed envelope conspicuously marked: "Proposal for HVAC Chemical Treatment Services."

### **E.2    Delivery or Mailing of Submissions**

Submissions should be delivered or mailed to:

DC Department of General Services  
Contracts & Procurement Division  
Frank D. Reeves Center  
2000 14<sup>th</sup> Street, NW, 8<sup>th</sup> Floor  
Washington, DC 20009  
Attn: Courtney Washington

### **E.3    Date and Time for Receiving Submissions**

Submissions shall be received no later than 2:00 pm EDT, on November 9, 2015. The Offeror assumes the sole responsibility for timely delivery of its Submission, regardless of the method of delivery.

### **E.4    Submission Size, Organization and Offeror Qualifications**

All submissions shall be submitted on 8-1/2" x 11" bond paper and typewritten. Telephonic, telegraphic, and facsimile submissions shall not be accepted. The Department is interested in a qualitative approach to presentation material. Brief, clear and concise material is more desirable than quantity. The submission shall be organized as follows:

## **E.4.1 Price Proposal**

### **E.4.1.1 Bid Form**

Each Offeror shall submit a bid form substantially in the form of **Attachment B**. Material deviations, in the opinion of the Department, from the bid form shall be sufficient to render the proposal non-responsive.

### **E.4.1.2 Disclosure Form**

Each Offeror shall submit a Disclosure Statement substantially in the form of **Attachment C**.

### **E.4.1.3 Tax Affidavit**

Each Offeror must submit a tax affidavit substantially in the form of **Attachment D**. In order to be eligible for this procurement, Offerors must be in full compliance with their tax obligations to the District of Columbia government.

## **E.4.2 Technical Proposal**

### **E.4.2.1 Executive Summary**

Each Offer should provide a summary of no more than three pages of the information contained in the following sections.

### **E.4.2.2 General Team Information and Firm(s) Data**

Each Offeror should provide the following information for the Contractor and each of its subconsultants.

- A. Name(s), address(es), and role(s) of each firm (including all sub-consultants)
- B. Firm profile(s), including:
  - i. Age
  - ii. Firm history(ies)
  - iii. Firm size(s)
  - iv. Areas of specialty/concentration
  - v. Current firm workload(s) projected over the next year

- vi. Provide a list of any contract held by the Offeror where the contract was terminated (either for default or convenience). This list should also identify any contracts that resulted in litigation or arbitration between the Owner and the Offeror. If the Offeror has multiple offices, only contracts held by the office submitting this proposal need be listed.
- C. Description of the team organization and personal qualifications of key staff, including:
- i. Identification of the single point of contact for the Contractor.
  - ii. Organizational chart illustrating reporting lines and names and titles for key participants proposed by the team.
  - iii. Resumes for each key participant on the team, including definition of that person's role, relevant project experience, and current workload over the next two years.
  - iv. Experience that the key team members have working together.

#### **E.4.2.3 Relevant Experience and Capabilities**

Each Offeror should provide detailed descriptions of no more than eight (8) projects that best illustrate the team's experience and capabilities relevant to this project. On each project description, please provide all of the following information in consistent order:

- (i) The name and location of the project;
- (ii) Name, address, contact person and telephone number for owner reference;
- (iii) The square footage of the project;
- (iv) A short narrative of the scope of the contractor's work on the project;
- (v) The start and end dates of the contract;
- (vi) The initial contract value; and
- (vii) The final contract value.

#### **E.4.2.4 Project Management Plan**

Each Offeror should submit a Project Management Plan that addresses the issues set forth in **Section D.4.4** of this RFP.

#### **E.4.2.5 Local Business Utilization Plan**

Each Offeror must submit a proposed Local Business Utilization Plan that identifies the specific certified business enterprises that will participate in the contract and their anticipated roles. In addition, each Offeror should provide: (i) a narrative description of similar projects and the Offeror's success in meeting such goals; and (ii) a chart, in summary form, that identifies the Offeror's major public projects over the last five (5) years and its success in achieving such goals (creativity should be displayed regarding joint-venture and subcontractor agreements).

#### **E.4.2.6 Workforce Utilization Plan**

Each Offeror must submit a Workforce Utilization Plan that describes how the Offeror will increase participation by District residents in performing the labor necessary for the Project. The plan should set forth how specifically the Offeror will implement its plan to increase participation by District residents. The Offeror shall also provide a chart, in summary form, that depicts the level of participation by District residents in past projects with the District.

## **SECTION F            BIDDING PROCEDURES & PROTESTS**

### **F.1     Contact Person**

For information regarding this RFP please contact:

Thomas D. Bridenbaugh  
Leftwich, LLC  
1400 K Street, NW  
Suite 1000  
Washington, D.C. 20005  
Phone: (202) 434-9100  
Facsimile: (202) 783-3420  
tbridenbaugh@leftwichllc.com

Any written questions or inquiries should be sent to Thomas Bridenbaugh at the address above.

### **F.2     Preproposal Conference**

A preproposal conference will be held on October 23, 2015 at 2:30 p.m. The conference will be held at the Frank D. Reeves Center, 2<sup>nd</sup> Floor Community Room, 2000 14<sup>th</sup> Street, NW, Washington, DC 20009. Interested Offerors are strongly encouraged to attend.

### **F.3     Explanations to Prospective Offerors**

Each Offeror should carefully examine this Request for Proposals and any and all amendments, addenda or other revisions, and thoroughly familiarize itself with all requirements prior to proffering a submission. Should an Offeror find discrepancies or ambiguities in, or omissions from, the RFP and amendments, addenda or revisions, or otherwise desire an explanation or interpretation of the RFP, any amendments, addenda, or revisions, it must submit a request for interpretation or correction in writing. Any information given to an Offeror concerning the solicitation shall be furnished promptly to all other Offerors as an amendment or addendum to this RFP if in the sole discretion of the Department that information is necessary in proffering submissions or if the lack of it would be prejudicial to any other prospective Offerors. Oral explanations or instructions given before the award of the contract shall not be binding.

Requests should be directed to Thomas Bridenbaugh at the address listed in Section F.1 no later than the close of business on November 3, 2015. The person making the request shall be responsible for prompt delivery.

### **F.4     Protests**

Protests shall be governed by Section 4734 of the Department's Procurement Regulations (27 DCMR § 4734). Protests alleging defects in this solicitation must be filed prior to the time set for

receipt of submissions. If an alleged defect does not exist in this initial RFP, but was incorporated into the RFP by an amendment or addendum, a protest based on that defect must be filed before the next closing time established for proffering submissions. In all other cases, a protester shall file the protest within ten (10) days after the protester knows or should have known, whichever is earlier, of the facts and circumstances upon which the protest is based. All protests must be made in writing to the Department's Chief Contracting Officer ("CCO") and must be filed in duplicate. Protests shall be served on the Department by obtaining written and dated acknowledgment of receipt from the Department's CCO. Protests received by the Department after the indicated period shall not be considered. To expedite handling of protests, the envelope shall be labeled "Protest".

This section is intended to summarize the bid protest procedures and is for the convenience of the Offerors only. To the extent any provision of this section is inconsistent with the Procurement Regulations, the more stringent provisions shall prevail.

#### **F.5 Contract Award**

This procurement is being conducted in accordance with the provisions of Section 4712 and 4716 of the Department's Procurement Regulations (27 DCMR §§ 4712, 4716).

#### **F.6 Retention of Submissions**

All submissions shall be retained by the Department and therefore shall not be returned to the Offerors. With the exception of proprietary financial information, the submissions shall become the property of the Department and the Department shall the right to distribute or use such information as it determines.

#### **F.7 Examination of Submissions**

Offerors are expected to examine the requirements of all instructions (including all amendments, addenda, attachments and exhibits) in this RFP. Failure to do so shall be at the sole risk of the Offeror and may result in disqualification.

#### **F.8 Late Submissions: Modifications**

- A. Any submission or best and final offer received at the office designated in this RFP after the exact time specified for receipt shall not be considered.
- B. Any modification of a submission, including a modification resulting from the CCO's requests for best and final offers, is subject to the same conditions as in F.8.A stated above.

- C. The only acceptable evidence to establish the time of receipt at the Department's office is the time-date stamp of such installation on the submission wrapper or other documentary evidence of receipt maintained by the installation.
- D. Notwithstanding any other provisions of this Request for Proposals to the contrary, a late modification of an otherwise successful submission which makes its terms more favorable to the Department may be considered at any time it is received and may be accepted.
- E. Submissions shall be irrevocable and remain in full force and effect for a period not less than one hundred twenty (120) days after receipt of submissions.

#### **F.9 No Compensation for Preparation of Submissions**

The Department shall not bear or assume any financial obligations or liabilities regarding the preparation of any submissions submitted in response to this RFP, or prepared in connection therewith, including, but without limitation, any submissions, statements, reports, data, information, materials or other documents or items.

#### **F.10 Rejection of Submissions**

The Department reserves the right, in its sole discretion:

- A. To cancel this solicitation or reject all submissions.
- B. To reject submissions that fail to prove the Offeror's responsibility.
- C. To reject submissions that contain conditions and/or contingencies that in the Department's sole judgment, make the submission indefinite, incomplete, otherwise non-responsive, or otherwise unacceptable for award.
- D. To waive minor irregularities in any submission provided such waiver does not result in an unfair advantage to any Offeror.
- E. To take any other action within the applicable Procurement Regulations or law.
- F. To reject the submission of any Offeror that has submitted a false or misleading statement, affidavit or certification in connection with such submission or this Request for Proposals.

### **F.11 Limitation of Authority**

Only a person with prior written authority from the CCO shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clauses or conditions of the contract. Furthermore, any alteration, amendment, modification, or waiver of any clause or condition of this RFP is not effective or binding unless made in writing and signed by the CCO or its authorized representative.

### **F.12 Non-Responsive Pricing**

In general, the Department will consider a proposal non-responsive if Offeror's price is greater than 150% of the median price submitted by other Offerors. The Department reserves the right to deem a proposal non-responsive if Offeror's price is greater than 150% of the independent government estimate.

## **SECTION G           INSURANCE REQUIREMENTS**

### **G.1    Required Insurance**

The Contractor will be required to maintain the following types of insurance throughout the life of the contract.

**G.1.1** Commercial general public liability insurance (“Liability Insurance”) against liability for bodily injury and death and property damage, such Liability Insurance to be in an amount not less than Five Million Dollars (\$5,000,000) for liability for bodily injury, death and property damage arising from any one occurrence and Five Million Dollars (\$5,000,000) from the aggregate of all occurrences within each policy year. The policy should include completed operations coverage. The Contractor will be required to maintain this coverage in force for a period of at least two (2) years after substantial completion.

**G.1.2** Workers’ compensation and Employers Liability coverage providing statutory benefits for all persons employed by the contractor, or its contractors and subcontractors at or in connection with the Work.

**G.1.3** Automobile Liability, including Hired and Non-Owned Auto Liability in the amount of at least One Million Dollars (\$1,000,000) for each occurrence for bodily injury and property damage.

### **G.2    Additional Insureds**

Each insurance policy shall be issued in the name of the contractor and shall name as additional insured parties the Department and the District of Columbia, and shall not be cancelable or reduced without thirty (30) days prior written notice to the Department.

### **G.3    Waiver of Subrogation**

All such insurance shall contain a waiver of subrogation against the Department and the District of Columbia, and their respective agents.

### **G.4    Strength of Insurer**

All insurance shall be placed with insurers that are reasonably acceptable to the Department and with an A.M. Best’s rating of not less than A- (Excellent) and a surplus size of not less than XV. All such insurers shall be licensed/approved to do business in the District of Columbia.

**Attachment A**

**Facility Groupings**

# HVAC CHEMICAL TREATMENT SERVICE

DEPARTMENT OF GENERAL SERVICES  
FACILITIES OPERATIONS



FACILITY	No. of Boilers	Heating Plant			Cooling System				Comments
		Type of Plant	Treatment required		Central Chiller	Typ of Condensing System	Treatment required		
Adams ES	2	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Addison	1	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Aiton	1	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Amidon	3	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Anacostia	4	Dual	Oct 1 - April 30	7 Months	YES	Cooling Tower	Mar 1 - Nov 30	9 Months	
Ballou	3	Hot Water	Oct 1 to Sept 30	12 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Bancroft	3	Dual	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Banneker	3	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Barnard	2	Hot Water	Oct 1 - April 30	7 Months	Heat Pumps	Cooling Tower	Mar 1 - Nov 30	9 Months	
Beers	2	Dual	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Brent	2	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Brightwood	3	Hot Water	Oct 1 to Sept 30	12 Months	YES	Air Cooled	N/A	N/A	
Brown, Ron	6	Dual	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Browne	6	Dual	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Bunker Hill	2	Dual	Oct 1 - April 30	7 Months	No	None	N/A	N/A	Most of the school is heated and cooled with a VRF system.
Burroughs	2	Dual	Oct 1 - April 30	7 Months	Heat Pumps	Air Cooled	N/A	N/A	
Burrville	2	Dual	Oct 1 - April 30	7 Months	YES	Cooling Tower	Mar 1 - Nov 30	9 Months	
Cardozo									School under construction.
Cleveland	2	Hot Water	Oct 1 to Sept 30	12 Months	Heat Pumps	Cooling Tower	Oct 1 to Sept 30	12 Months	
Columbia Heights	2	Hot Water	Oct 1 to Sept 30	12 Months	YES	Cooling Tower	Oct 1 to Sept 30	12 Months	
Cooke, H.D.	2	Dual	Oct 1 - April 30	7 Months	Heat Pumps	Air Cooled	N/A	N/A	
Coolidge	3	Steam	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Davis	4	Dual	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Deal	4	Hot Water	Oct 1 to Sept 30	12 Months	YES	Cooling Tower	Oct 1 to Sept 30	12 Months	
Drew	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Dunbar	2	Hot Water	Oct 1 to Sept 30	12 Months	YES	Cooling Tower	Mar 1 - Nov 30	9 Months	Boiler used to heat swimming pool
Eaton	2	Steam	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Eliot	3	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Ellington	5	Dual	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Emery	2	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Fletcher Johnson	3	Dual	Oct 1 - April 30	7 Months	YES	Cooling Tower	Mar 1 - Nov 30	9 Months	
Ferebee-Hope	3	Dual	Oct 1 - April 30	7 Months	YES	Cooling Tower	Mar 1 - Nov 30	9 Months	
Francis	5	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Garnet-Patterson	5	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	Also referred to as Shaw MS at Garnet-Patterson.
Garfield	2	Dual	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Garrison	4	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Gibbs	2	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	Building closed.
Green	5	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Hamilton	3	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Hardy	5	Hot Water	Oct 1 to Sept 30	12 Months	Heat Pumps	Air Cooled	N/A	N/A	
Harris, C.W.	3	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	

# HVAC CHEMICAL TREATMENT SERVICE

DEPARTMENT OF GENERAL SERVICES  
FACILITIES OPERATIONS



FACILITY	No. of	Heating Plant			Cooling System				Comments
		System	Season	Duration	System	Season	Duration	System	
Harrison	2	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	Chapter school.
Hart	3	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	3 Aerco condensing boilers.
Hearst	1	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Hendley	4	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Houston	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Hyde	2	Steam	N/A		No	None	N/A	N/A	School heated and cooled with a VRF system.
Janney	3	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	Combination VRF and package rooftop units.
Jefferson	3	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Johnson	3	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Kelly Miller	4	Hot Water	Oct 1 - April 30	7 Months	YES	Air Cooled	N/A	N/A	
Kenilworth	2	Dual	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Ketcham	5	Dual	Oct 1 - April 30	7 Months	No	None	N/A	N/A	School heated and cooled with a VRF system.
Key	2	Hot Water	Oct 1 - April 30	7 Months	YES	Air Cooled	N/A	N/A	
Kimball	4	Dual	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
King	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Kramer	3	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Lafayette	2	Dual	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Langdon	2	Dual	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
LaSalle	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Leckie	0								School is heated and cooled with packaged units.
Lee, M.D.	2	Hot Water	Oct 1 - April 30	7 Months	YES	Air Cooled	N/A	N/A	
Lewis KC	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Logan	2	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Ludlow-Taylor	2	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
MacFarland	0	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	Heating Loop Only. See Roosevelt for boiler info.
Malcolm X	5	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	Mar 1 - Nov 30	9 Months	
Mann	2	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Marie Reed	3	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	Mar 1 - Nov 30	9 Months	
Maury	2	Dual	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
McKinley	5	Hot Water	Oct 1 to Sept 30	12 Months	YES	Cooling Tower	Oct 1 to Sept 30	12 Months	
Meyer	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Miner	2	Hot Water	Oct 1 - April 30	7 Months	YES	Air Cooled	N/A	N/A	
Moore, Luke	2	Hot Water	Oct 1 - April 30	7 Months	YES	Air Cooled	N/A	N/A	
Murch	5	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Nalle	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Noyes	3	Hot Water	Oct 1 - April 30	7 Months	RTU	Air Cooled	N/A	N/A	
Orr	2	Hot Water	Oct 1 to Sept 30	12 Months	YES	Cooling Tower	Mar 1 - Nov 30	9 Months	
Oyster	2	Hot Water	Oct 1 to Sept 30	12 Months	Heat Pumps	Cooling Tower	Oct 1 to Sept 30	12 Months	

# HVAC CHEMICAL TREATMENT SERVICE

DEPARTMENT OF GENERAL SERVICES  
FACILITIES OPERATIONS



FACILITY	No. of	Heating Plant			Cooling System				Comments
Parkview	4	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	Classrooms are heated and cooled with a VRF system.
Patterson WB	2	Hot Water	Oct 1 to Sept 30	12 Months	Heat Pumps	Cooling Tower	Oct 1 to Sept 30	12 Months	
Payne	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Peabody	3	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Penn Center	2	Dual	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Phelps	2	Hot Water	Oct 1 to Sept 30	12 Months	YES	Cooling Tower	Oct 1 to Sept 30	12 Months	
Plummer	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Powell	2	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Prospect L.C.	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Randle Highland	5	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Raymond	2	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
River Terrace	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Roosevelt	3	Dual	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Seas	0								School heated and cooled with a VRF system.
Savoy	2	Hot Water	Oct 1 - April 30	7 Months	RTU	Air Cooled	N/A	N/A	
Seaton	2	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Shadd	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Shaed	2	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	Building is closed, drained and winterized.
Sharpe-Health	2	Dual	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Stoddert		Geothermal	Oct 1 - April 30	7 Months	YES	None	N/A	N/A	Geothermal.
Shaw	1	Dual	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Shepherd	2	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Simon	0				No	None	N/A	N/A	School heated and cooled with a VRF system.
Smothers	2	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Sousa	3	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	Mar 1 - Nov 30	9 Months	
Spingarn	4	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Stanton	2	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Stuart Robinson	3	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	Under construction.
T. Marshall	2	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Takoma	0								School heated and cooled with a VRF system.
Terrell M.C.	2	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Thomas, N.	2	Dual	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Thomson	3	Hot Water	Oct 1 to Sept 30	12 Months	Heat Pumps	Cooling Tower	Oct 1 to Sept 30	12 Months	
Truesdell	2	Dual	Oct 1 - April 30	7 Months	No	None	N/A	N/A	Most of the school is heated and cooled with a VRF system.
Tubman	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Tyler	2	Dual	Oct 1 - April 30	7 Months	YES	Cooling Tower	May 1 - Setp 30	5 Months	
Van Ness	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Walker /Jones	3	Hot Water	Oct 1 to Sept 30	12 Months	YES	Air Cooled	N/A	N/A	
Watkins	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
West	2	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	Mar 1 - Nov 30	9 Months	
Wheatley	3	Hot Water	Oct 1 to Sept 30	12 Months	Heat Pumps	Air Cooled	N/A	N/A	

## HVAC CHEMICAL TREATMENT SERVICE

DEPARTMENT OF GENERAL SERVICES  
FACILITIES OPERATIONS



FACILITY	No. of	Heating Plant			Cooling System				Comments
Whittier	2	Steam	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Wilkinson	2	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	Mar 1 - Nov 30	9 Months	
Wilson J.O.	2	Hot Water	Oct 1 - April 30	7 Months	No	None	N/A	N/A	
Winston	0	Electric	N/A	N/A	YES	Cooling Tower	Mar 1 - Nov 30	9 Months	
Wilson, W. SHS	3	Hot Water	Oct 1 - April 30	7 Months	YES	Cooling Tower	Mar 1 - Nov 30	9 Months	

Attachment A  
Facility Groups  
GROUP 2  
DPR, MPD, FEMS AND OTHER FACILITIES

ID	Building Use	Address	Building Name	Postal Code	Ward	Heating					Cooling					
						Plant Type	Water Treatment Required? (Y/N)	From	To	Duration	Central Chiller	Water Treatment Required? (Y/N)	Condensing System	From	To	Duration
1	FIRE STATION	3170 V STREET NE	DC FIRE & RESCUE	20018	5	None					No					
2	FIRE STATION	320 MCMILLAN DRIVE NW	EMERGENCY MGT COM	20001	1	None					No					
3	FIRE STATION	2225 M ST NW	ENGINE COMPANY 01	20037	2	Boilers	Yes	15-Oct	30-Apr	7	No					
4	FIRE STATION	500 F STREET NW	ENGINE COMPANY 02	20001	2	Boilers	Yes	15-Oct	30-Apr	7	No					
5	FIRE STATION	439 NEW JERSEY AV NW	ENGINE COMPANY 03	20001	6	None					No					
6	FIRE STATION	2531 SHERMAN AVENUE NW	ENGINE COMPANY 04	20001	1	Boilers	Yes	15-Oct	30-Apr	7	No					
7	FIRE STATION	3414 DENT PL NW	ENGINE COMPANY 05	20007	2	Boilers	Yes	15-Oct	30-Apr	7	No					
8	FIRE STATION	1300 NEW JERSEY AVENUE NW	ENGINE COMPANY 06	20001	6	Boilers	Yes	15-Oct	30-Apr	7	No					
9	FIRE STATION	1103 HALF STREET SW	ENGINE COMPANY 07	20024	6	Boilers	Yes	15-Oct	30-Apr	7	No					
10	FIRE STATION	1520 C STREET SE	ENGINE COMPANY 08	20003	6	None					No					
11	FIRE STATION	1617 U STREET NW	ENGINE COMPANY 09	20009	1	None					No					
12	FIRE STATION	1342 FLORIDA AVENUE NE	ENGINE COMPANY 10	20002	5	None					No					
13	FIRE STATION	1338 PARK ROAD NW	ENGINE COMPANY 11	20010	1	Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7
14	FIRE STATION	3420 14TH STREET NW	ENGINE COMPANY 11	20010	1	None					No					
15	FIRE STATION	2225 5TH STREET NE	ENGINE COMPANY 12	20002	5	None					No					
16	FIRE STATION	450 6TH STREET SW	ENGINE COMPANY 13	20024	6	Boilers	Yes	15-Oct	30-Apr	7	No					
17	FIRE STATION	4801 NORTH CAPITOL STREET NE	ENGINE COMPANY 14	20011	5	Boilers	Yes	15-Oct	30-Apr	7	No					
18	FIRE STATION	2101 14TH STREET SE	ENGINE COMPANY 15	20020	8	Boilers	Yes	15-Oct	30-Apr	7	No					
19	FIRE STATION	1018 13TH ST NW	ENGINE COMPANY 16	20005	2	None					No					
20	FIRE STATION	1227 MONROE STREET NE	ENGINE COMPANY 17	20017	5	None					No					
21	FIRE STATION	414 8TH STREET SE	ENGINE COMPANY 18	20003	6	Boilers	Yes	15-Oct	30-Apr	7	No					
22	FIRE STATION	2813 PENNSYLVANIA AVENUE SE	ENGINE COMPANY 19	20020	7	Boilers	Yes	15-Oct	30-Apr	7	No					
23	FIRE STATION	4300 WISCONSIN AVENUE NW	ENGINE COMPANY 20	20016	3	None					No					
24	FIRE STATION	1763 LANIER PLACE NW	ENGINE COMPANY 21	20009	1	Boilers	Yes	15-Oct	30-Apr	7	No					
25	FIRE STATION	5760 GEORGIA AVENUE NW	ENGINE COMPANY 22	20011	4	Boilers	Yes	15-Oct	30-Apr	7	No					
26	FIRE STATION	2119 G ST NW	ENGINE COMPANY 23	20037	2	Boilers	Yes	15-Oct	30-Apr	7	No					
27	FIRE STATION	5101 GEORGIA AVENUE NW	ENGINE COMPANY 24	20011	4	None					No					
28	FIRE STATION	3203 MARTIN LUTHER KING JR AVENUE SE	ENGINE COMPANY 25	20032	8	None					No					
29	FIRE STATION	1340 RHODE ISLAND AVENUE NE	ENGINE COMPANY 26	20018	5	None					No					
30	FIRE STATION	4201 MINNESOTA AVENUE NE	ENGINE COMPANY 27	20019	7	Boilers	Yes	15-Oct	30-Apr	7	No					
31	FIRE STATION	3522 CONNECTICUT AV NW	ENGINE COMPANY 28	20008	3	None					No					
32	FIRE STATION	4811 MACARTHUR BLVD NW	ENGINE COMPANY 29	20007	3	Boilers	Yes	15-Oct	30-Apr	7	No					
33	FIRE STATION	50 49TH STREET NE	ENGINE COMPANY 30	20019	7	None					No					
34	FIRE STATION	4930 CONNECTICUT AVENUE NW	ENGINE COMPANY 31	20008	3	None					No					
35	FIRE STATION	2425 IRVING ST SE	ENGINE COMPANY 32	20020	8	None					No					
36	FIRE STATION	101 ATLANTIC STREET SE	ENGINE COMPANY 33	20032	8	Boilers	Yes	15-Oct	30-Apr	7	No					
37	FIRE STATION	4600 SHEPHERD PARKWAY SW	FIRE TRAINING SCHOOL	20032	8	None					No					
38	FIRE STATION	1923 VERMONT AVENUE NW	GRIMKE SCHOOL	20001	1	Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7
39	FIRE STATION	915 GALLATIN STREET NW	READY RESERVE	20011	4	None					Unknown	Yes	Cooling tower	15-Apr	15-Oct	7
40	FIRE STATION	4600 SHEPHERD PARKWAY SW	TRAINING ACADEMY	20032	8	None					No					
41	OFFICE	3149 16TH ST NW	VACANT													
42	POLICE STATION	101 M STREET SW	1ST DISTRICT (BOWEN)	20024	6	Boilers	Yes	15-Oct	30-Apr	7	No					
43	POLICE STATION	500 E STREET SE	1ST DISTRICT SUB	20003	6	Boilers	Yes	15-Oct	30-Apr	7	No					
44	POLICE STATION	1624 V STREET NW	3RD DISTRICT HEADQUARTERS			Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7
45	POLICE STATION	6001 GEORGIA AVENUE NW	4TH DISTRICT POLICE HEADQUARTERS	20011	4	Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7
46	POLICE STATION	1805 BLADENSBURG ROAD NE	5TH DISTRICT	20002	5	Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7
47	POLICE STATION	100 42ND STREET NE	6TH DISTRICT	20019	7	Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7
48	POLICE STATION	4666 BLUE PLAINS DR. SW - ANNEX BLDG	ANNEX BUILDING	20032	8											
49	POLICE STATION	6 DC VILLAGE LANE SW	BLUE PLAIN DR., SW	20032	8											
50	POLICE STATION	4669 BLUE PLAINS DR. SW - BOMB SQUAD TRAILERS	BOMB SQUAD	20032	8											
51	POLICE STATION	4101 BENNING ROAD NE	BOY'S & GIRLS CLUB	20019	7											

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DPR, MPD, FEMS AND OTHER FACILITIES

52	POLICE STATION	429 O STREET NW	BUNDY REC CTR																
53	POLICE STATION	4TH & SCHOOL STREETS SW	CONSOLOATED FORENSIC LAB																
54	POLICE STATION	17 DC VILLAGE LANE SW	EVIDENCE CONTROL FACILITY	20032	8														
55	POLICE STATION	415 4TH STREET SW	FIRST DISTRICT POLICE HDQ	20024	6														
56	POLICE STATION	2175 WEST VIRGINIA AVENUE NE	FLEET SERVICE	20002	5														
57	POLICE STATION	5001 SHEPHERD PARKWAY SW	ID IMPOUNDMENT LOT	20032	8														
58	POLICE STATION	550 WATER STREET SW	IMPOUND LOT #1																
59	POLICE STATION	3500 ANACOSTIA AVE SW	IMPOUND LOT #3																
60	POLICE STATION	903 FRANKLIN STREET NE	INTELLIGENCE UNIT	20017	5														
61	POLICE STATION	4667 BLUE PLAINS DR. SW - K-9	K-9	20032	8														
62	POLICE STATION	2701 PENNSYLVANIA AVENUE SE	LEASE # 0803 / 6TH DISTRICT SUB	20020	7	Boilers	Yes	15-Oct	30-Apr	7	No								
63	POLICE STATION	8TH STREET NW AND SHEPHERD STREET NW	PETWORTH ELEMENTARY																
64	POLICE STATION	801 TAYLOR STREET NW	PETWORTH REC CTR (RES 07100000)	20011	4														
65	POLICE STATION	4665 BLUE PLAINS DRIVE SW	POLICE TRAINING ACADEMY, K-9 UNIT, IMPOND	20032	8						Unknown	Yes	Cooling tower	15-Apr	15-Oct	7			
66	POLICE STATION	801 SHEPHERD STREET NW	RIGIONAL OPERATIONS CRIME CENTER	20011	4	Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7			
67	POLICE STATION	3320 IDAHO AVENUE NW	SECOND DISTRICT HQ	20016	3														
68	POLICE STATION	2455 ALABAMA AVENUE SE	SEVENTH DISTRICT	20020	8	Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7			
69	POLICE STATION	1215 3RD STREET NE	SOD TATICAL BRANCH	20002	6														
70	POLICE STATION	2301 L ST NW	SPECIAL OPERATIONS DIVISION	20037	2	Boilers	Yes	15-Oct	30-Apr	7	No								
71	POLICE STATION	750 PARK ROAD NW	THIRD DISTRICT SUB STATION	20010	1	Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7			
72	POLICE STATION	501 NEW YORK AV NW	TRAFFIC SAFETY AND SPECIAL ENFORCEMENT B	20001	6														
73	POLICE STATION	1700 RHODE ISLAND AVENUE NE	YOUTH DIVISION	20018	5	Boilers	Yes	15-Oct	30-Apr	7	No								
74	POOL/SPRAY PARK	14TH STREET NW AND PARK ROAD NW	14TH AND PARK ROAD SPRAY PARK	20010	1														
75	POOL/SPRAY PARK	1800 ANACOSTIA DRIVE SE	ANACOSTIA POOL	20020	8														
76	POOL/SPRAY PARK	100 JOLIET STREET SW	BALD EAGLE POOL	20032	8														
77	POOL/SPRAY PARK	2500 GEORGIA AVENUE NW	BANNEKER POOL	20001	1														
78	POOL/SPRAY PARK	1230 SUMNER RD SE - CHILD POOL	BARRY FARM CHILDREN'S POOL	20020	8														
79	POOL/SPRAY PARK	1230 SUMNER RD SE	BARRY FARM POOL	20020	8														
80	POOL/SPRAY PARK	5100 SOUTHERN AVENUE SE	BENNING PARK POOL	20019	7														
81	POOL/SPRAY PARK	100 STODDERT PLACE SE	BENNING STODDERT SPRAY PARK	20019	7														
82	POOL/SPRAY PARK	1921 FREDRICK DOUGLASS COURT SE	DOUGLASS POOL	20020	8														
83	POOL/SPRAY PARK	972 OHIO DRIVE SW	EAST POTOMAC PARK POOL AND BATHHOUSE																
84	POOL/SPRAY PARK	1000 OHIO DRIVE SW	EAST POTOMAC POOL	20024	2														
85	POOL/SPRAY PARK	830 RIDGE ROAD SE	FORT DUPONT POOL																
86	POOL/SPRAY PARK	1812 ERIE STREET SE	FORT STANTON POOL	20020	8														
87	POOL/SPRAY PARK	2435 N STREET NW	FRANCIS POOL	20007	2														
88	POOL/SPRAY PARK	2500 N ST NW	FRANCIS SWIMMING POOL																
89	POOL/SPRAY PARK	4500 VAN NESS ST NW	FRIENDSHIP SPRAY PARK	20016	3														
90	POOL/SPRAY PARK	1743 LINCOLN ROAD NE	HARRY THOMAS POOL	20002	5														
91	POOL/SPRAY PARK	3265 S STREET NW	JELLEFF POOL	20007	2														
92	POOL/SPRAY PARK	4900 BROOKS STREET NE	KELLY MILLER POOL	20019	7														
93	POOL/SPRAY PARK	5900 33RD STREET NW	LAFAYETTE SPRAY PARK	20015	4														
94	POOL/SPRAY PARK	MILLS AVENUE NE AND HAMLIN STREET NE	LANGDON PARK POOL AND BATH HOUSE																
95	POOL/SPRAY PARK	555 L STREET SE	LINCOLN CAPPER CHILDREN'S POOL	20003	6														
96	POOL/SPRAY PARK	500 L STREET SE	LINCOLN CAPPER POOL																
97	POOL/SPRAY PARK	2200 CHAMPLAIN STREET NW - POOL	MARIE REED RECREATION CENTER	20009	1														
98	POOL/SPRAY PARK	3100 FORT LINCOLN DRIVE NE	MARSHALL	20018	5														
99	POOL/SPRAY PARK	4TH STREET SE AND MISSISSIPPI AVENUE SE	OXON RUN POOL	20032	8														
100	POOL/SPRAY PARK	100 SHERRIER EDMOND PL NW	PALISADES SPRAY PARK	20016	3														
101	POOL/SPRAY PARK	693 OTIS PLACE NW	PARKVIEW CHILDRENS POOL	20010	1														
102	POOL/SPRAY PARK	25 I STREET SW	RANDALL POOL	20024	6														
103	POOL/SPRAY PARK	501 RIGGS ROAD NE	RIGGS LASALLE SPRAY PARK	20011	4														
104	POOL/SPRAY PARK	501 RIGGS ROAD NE - RECREATION	RIGGS LASALLE SPRAY PARK	20011	4														
105	POOL/SPRAY PARK	300 VAN BUREN STREET NW	TAKOMA AQUATIC CENTER	20012	4														
106	POOL/SPRAY PARK	3201 FORT LINCOLN DRIVE NE	THEODORE HAGANS POOL	20018	5														
107	POOL/SPRAY PARK	1100 MICHIGAN AVENUE NE	TURKEY THICKET AQUATIC CENTER	20017	5														

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DPR, MPD, FEMS AND OTHER FACILITIES

108	POOL/SPRAY PARK	1100 MICHIGAN AVENUE NE - RECREATION	TURKEY THICKET AQUATIC CENTER	20017	5													
109	POOL/SPRAY PARK	4300 ARKANSAS AVENUE NW	UPSHUR POOL	20011	4													
110	POOL/SPRAY PARK	1555 34TH STREET NW	VOLTA PARK POOL	20007	2													
111	POOL/SPRAY PARK	400 12TH STREET SE	WATKINS CHILDREN'S POOL	20003	6													
112	POOL/SPRAY PARK	4551 FORT DRIVE NW	WILSON AQUATIC CENTER	20016	3	Boilers	Yes	15-Oct	30-Apr	7	No							
113	RECREATION CENTER	1800 ANACOSTIA DRIVE SE - RECREATION	ANACOSTIA REC CTR	20020	8	Boilers	Yes	15-Oct	30-Apr	7	No							
114	RECREATION CENTER	2412 RAND PL NE	ARBORETUM RECREATION CENTER															
115	RECREATION CENTER	100 JOLIET STREET SW - RECREATION	BALD EAGLE REC CENTER	20032	8													
116	RECREATION CENTER	2500 GEORGIA AVENUE NW - RECREATION	BANNEKER COMMUNITY CENTER	20001	1	Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7		
117	RECREATION CENTER	1230 SUMNER RD SE - RECREATION	BARRY FARM RECREATION CENTER	20020	8													
118	RECREATION CENTER	SOUTHERN AVENUE SE AND FABLE STREET SE	BENNING PARK COMMUNITY CENTER	20019	7													
119	RECREATION CENTER	5100 SOUTHERN AVENUE SE - RECREATION	BENNING PARK REC	20019	7	Boilers	Yes	15-Oct	30-Apr	7	No							
120	RECREATION CENTER	100 STODDERT PLACE SE - RECREATION	BENNING STODDERT REC CTR	20019	7													
121	RECREATION CENTER	2311 14TH ST NE	BRENTWOOD RECREATION CENTER															
122	RECREATION CENTER	5601 CONNECTICUT AVE NW	CHEVY CHASE COMMUNITY CENTER															
123	RECREATION CENTER	5601 CONNECTICUT AVENUE NW	CHEVY CHASE COMMUNITY CENTER/COHA	20015	3	Boilers	Yes	15-Oct	30-Apr	7	No							
124	RECREATION CENTER	5500 41ST STREET NW	CHEVY CHASE RECREATION CENTER	20015	3													
125	RECREATION CENTER	611 ALABAMA AVENUE SE	CONGRESS HEIGHTS REC CTR	20032	8													
126	RECREATION CENTER	650 SAVANNAH STREET SE	CONGRESS HEIGHTS RECREATION CENTER															
127	RECREATION CENTER	3030 G STREET SE	DC THERAPEUTIC / TR CENTER			Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7		
128	RECREATION CENTER	1350 49TH STREET NE	DEANWOOD AQUATIC CENTER	20019	7													
129	RECREATION CENTER	1350 49TH STREET NE - RECREATION	DEANWOOD RECREATION CENTER	20019	7													
130	RECREATION CENTER	1898 STANTON TERRACE SE	DOUGLASS COMMUNITY CENTER	20020	8													
131	RECREATION CENTER	2100 STANTON TERR SE	DOUGLASS COMMUNITY CENTER AND POOL															
132	RECREATION CENTER	2100 STANTON TERR SE BLDG 1	DOUGLASS COMMUNITY CENTER AND POOL	20003	6													
133	RECREATION CENTER	2100 STANTON TERR SE BLDG 2	DOUGLASS COMMUNITY CENTER AND POOL	20003	6													
134	RECREATION CENTER	1301 NEW JERSEY AV NW - POOL	DUNBAR AQUATIC CENTER	20001	5													
135	RECREATION CENTER	301 FRANKLIN STREET NE	EDGEWOOD RECREATION CENTER															
136	RECREATION CENTER	5801 GEORGIA AVENUE NW	EMERY REC CTR	20011	4	None					Unknown	Yes	Cooling tower	15-Apr	15-Oct	7		
137	RECREATION CENTER	3999 8TH STREET SE - POOL	FEREBEE-HOPE ELEM	20032	8													
138	RECREATION CENTER	3999 8TH STREET SE - RECREATION	FEREBEE-HOPE ELEM	20032	8													
139	RECREATION CENTER	1400 41ST STREET SE	FORT DAVIS RECREATION CENTER															
140	RECREATION CENTER	1812 ERIE STREET SE - RECREATION	FORT STANTON RECREATION CENTER	20020	8													
141	RECREATION CENTER	1327 VAN BUREN STREET NW	FORT STEVENS RECREATION CENTER															
142	RECREATION CENTER	2000 14TH STREET NW	FRANKLIN D. REEVES CENTER	20009	1													
143	RECREATION CENTER	4500 VAN NESS ST NW - RECREATION	FRIENDSHIP RECREATION CENTER	20016	3													
144	RECREATION CENTER	MARTIN LUTHER KING JR AVENUE AND ELMIRA STREET SW	FT. GREBLE REC CENTER	20032	8													
145	RECREATION CENTER	1555 34TH STREET NW - RECREATION	GEORGETOWN REC CTR/VOLTA PARK RECREATI	20007	2													
146	RECREATION CENTER	1340 HAMILTON STREET NW	HAMILTON RECREATION CENTER															
147	RECREATION CENTER	4500 Q STREET NW	HARDY RECREATION CENTER	20007	3													
148	RECREATION CENTER	1330 V STREET NW	HARRISON RECREATION CENTER	20009	1													
149	RECREATION CENTER	1743 LINCOLN ROAD NE - RECREATION	HARRY THOMAS REC CENTER	20002	5													
150	RECREATION CENTER	3950 37TH STREET NW - RECREATION	HEARST ELEMENTARY	20008	3													
151	RECREATION CENTER	3600 TILDEN STREET NW	HEARST RECREATION CENTER															
152	RECREATION CENTER	3100 DENVER STREET SE	HILLCREST RECREATION CENTER	20020	7													
153	RECREATION CENTER	3265 S STREET NW - RECREATION	JELLEFF RECREATION CENTER	20007	2	Boilers	Yes	15-Oct	30-Apr	7	No							
154	RECREATION CENTER	1299 NEAL STREET NE - RECREATION	JOSEPH H. COLE RECREATION CENTER	20002	5													
155	RECREATION CENTER	1875 COLUMBIA ROAD NW	KALORAMA RECREATION CENTER	20009	1													
156	RECREATION CENTER	1300 44TH STREET NE - RECREATION	KENILWORTH-PARKSIDE RECREATION CENTER	20019	7													
157	RECREATION CENTER	1401 7TH STREET NW	KENNEDY REC CTR	20001	6													
158	RECREATION CENTER	201 N STREET SW	KING GREENLEAF RECREATION CENTER															
159	RECREATION CENTER	5900 33RD STREET NW - RECREATION	LAFAYETTE REC CENTER/COHA	20015	4													
160	RECREATION CENTER	20 TUCKERMAN ST NE	LAMOND RECREATION CENTER															
161	RECREATION CENTER	2901 20TH STREET NE	LANGDON PARK RECREATION CENTER OCTOBER															
162	RECREATION CENTER	4801 NANNIE HELEN BURROUGHS AVENUE NE	LEDERER GARDENS	20019	7													

Attachment A  
Facility Groups  
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163	RECREATION CENTER	2500 14TH STREET NW	LOUGHRAN COMMUNITY CENTER	20009	1												
164	RECREATION CENTER	3409 MACOMB ST NW	MACOMB RECREATION CENTER														
165	RECREATION CENTER	3200 13TH STREET SE	MALCOLM X RECREATION CENTER	20032	8												
166	RECREATION CENTER	2200 CHAMPLAIN STREET NW - RECREATION	MARIE REED RECREATION CENTER	20009	1												
167	RECREATION CENTER	3100 FORT LINCOLN DRIVE NE	MARSHALL	20018	5												
168	RECREATION CENTER	6201 BANKS PLACE NE	MARVIN GAYE RECREATION CENTER	20019	7												
169	RECREATION CENTER	1801 23RD STREET NW	MITCHELL PARK RECREATION CENTER														
170	RECREATION CENTER	300 INDIANA AVENUE NW	MUNICIPAL CENTER (EAB)	20001	2	Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7	
171	RECREATION CENTER	100 N STREET NW	NEW YORK AVENUE DAYCARE	20001	5												
172	RECREATION CENTER	1333 EMERSON ST NE	NORTH MICHIGAN PARK RECREATION CENTER														
173	RECREATION CENTER	4TH STREET SE AND MISSISSIPPI AVENUE SE - RECREATI	OXON RUN RECREATION CENTER	20032	8												
174	RECREATION CENTER	5200 SHERRIER PL NW	PALISADES COMMUNITY CENTER														
175	RECREATION CENTER	100 SHERRIER EDMOND PL NW - RECREATION	PALISADES REC CTR	20016	3												
176	RECREATION CENTER	693 OTIS PLACE NW - RECREATION	PARKVIEW REC CTR	20010	1												
177	RECREATION CENTER	801 TAYLOR STREET NW - RECREATION	PETWORTH RECREATION CENTER	20011	4												
178	RECREATION CENTER	820 SOUTH CAPITOL ST SW	RANDALL RECREATION CENTER AND POOL														
179	RECREATION CENTER	25 I STREET SW - RECREATION	RECREATION CENTER	20024	6												
180	RECREATION CENTER	4300 ARKANSAS AVENUE NW - RECREATION	RECREATION CENTER	20011	4												
181	RECREATION CENTER	915 SPRING ROAD NW - RECREATION	RECREATION CENTER	20010	4												
182	RECREATION CENTER	155 L STREET NW	RH TERRELL RECREATION CENTER	20001	6												
183	RECREATION CENTER	800 RIDGE ROAD SE	RIDGE ROAD RECREATION CENTER														
184	RECREATION CENTER	26TH STREET AND O STREET NW	ROSE PARK RECREATION CENTER														
185	RECREATION CENTER	1701 GALES STREET NE	ROSEDALE REC CTR	20002	6												
186	RECREATION CENTER	5200 2ND ST NW	RUDOLPH RECREATION CENTER														
187	RECREATION CENTER	222 MASSACHUSETTS AVENUE NW	SHARE COMPUTER CENTER	20001	2												
188	RECREATION CENTER	640 10TH STREET NE	SHERWOOD RECREATION CENTER	20002	6												
189	RECREATION CENTER	701 MISSISSIPPI AVENUE SE	SOUTHEAST TENNIS & LEARNING CENTER	20032	8												
190	RECREATION CENTER	1625 P STREET NW	STEAD RECREATION CENTER														
191	RECREATION CENTER	4001 CALVERT STREET NW	STODDERT TERR REC CTR	20007	3												
192	RECREATION CENTER	4001 CALVERT STREET NW - RECREATION	STODDERT TERR REC CTR	20007	3												
193	RECREATION CENTER	1325 S STREET NW	SUPPORT SERVICES AND TRANSPORTATION FAC	20009	1	Boilers	Yes	15-Oct	30-Apr	7	No						
194	RECREATION CENTER	1800 PERRY STREET NE	TAFT ANNEX	20018	5												
195	RECREATION CENTER	300 VAN BUREN STREET NW - COMMUNITY	TAKOMA COMMUNITY CENTER	20012	4						Unknown	Yes	Cooling tower	15-Apr	15-Oct	7	
196	RECREATION CENTER	6500 3RD STREET NW	TAKOMA COMMUNITY CENTER														
197	RECREATION CENTER	1349 CEDAR COURT NW	TAKOMA PLAY BRANCH	20009	1												
198	RECREATION CENTER	300 VAN BUREN STREET NW - RECREATION	TAKOMA RECREATION CENTER	20012	4												
199	RECREATION CENTER	301 VAN BUREN STREET NW	TAKOMA RECREATION CENTER FIELD HOUSE														
200	RECREATION CENTER	3201 FORT LINCOLN DRIVE NE - RECREATION	THEODORE HAGANS CULTURAL CENTER	20018	5												
201	RECREATION CENTER	1310 CHILDRESS STREET NE	TRINIDAD REC CTR	20002	5												
202	RECREATION CENTER	1100 MICHIGAN AVE NE	TURKEY THICKET RECREATION CENTER	20017	5												
203	RECREATION CENTER	400 12TH STREET SE - RECREATION	WATKINS RECREATION CENTER	20003	6												
204	RECREATION CENTER	635 NORTH CAROLINA AVE SE	WILLIAM RUMSEY, SR. AQUATIC CENTER														
205	RECREATIONAL	1480 GIRARD STREET NW	COLUMBIA HEIGHTS SPRAY PARK	20009	1												
206	RECREATIONAL	4025 14TH ST NW	TWIN OAKS GARDEN														
207	DMV	1233 BRENTWOOD ROAD NE	LEASE # 0111	20018	5												
208	DMV	301 C STREET NW	DMV	20001	6												
209	DMV	3214 PENNSYLVANIA AVENUE SE	DMV	20020	7												
210	DMV	3220 M ST NW	LEASE # 0015 / DC DMV - GEORGETOWN PARK														
211	DMV	95 M STREET SW	UNITED WAY BUILDING - DMV	20024	6												
212	GARAGE	1431 OKIE ST NE	LEASE # 1001	20002	5												
213	GARAGE	4056 MINNESOTA AVENUE NE	LEASE # 0903	20019	7												
214	GARAGE	4058 MINNESOTA AVENUE NE	DOES		7												
215	OFFICE	1001 HALF ST SW	1001 HALF ST SW	20024	6												
216	OFFICE	1100 4TH STREET SW E	LEASE # 0705 EAST														

Attachment A  
Facility Groups  
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DPR, MPD, FEMS AND OTHER FACILITIES

217	OFFICE	1101 4TH STREET SW W	LEASE # 0705 WEST														
218	OFFICE	1133 15TH STREET NW	LEASE # 9018	20005	2												
219	OFFICE	1200 1ST STREET NE	LEASE # 0904	20002	6												
220	OFFICE	1207 TAYLOR STREET NW	LEASE # 0302	20011	4												
221	OFFICE	1250 U STREET NW	LEASE # 0201	20009	1												
222	OFFICE	1323 NAYLOR COURT NW	OFFICE OF PUBLIC RECORDS	20001	2	Boilers	Yes	15-Oct	30-Apr	7	No						
223	OFFICE	1333 H STREET NW	LEASE # 9809	20005	2	Boilers	Yes	15-Oct	30-Apr	7	No						
224	OFFICE	1338 G STREET SE				Boilers	Yes	15-Oct	30-Apr	7	No						
225	OFFICE	1338 G STREET SE	SIGN FABRICATION SHOP														
226	OFFICE	1338 G STREET SE	DPW STREET CLEANING BUILDING														
227	OFFICE	1338 G STREET SE	TRAFFIC SERVICES SIGNAL BUILDING														
228	OFFICE	1340 G STREET SE	DPW TSA SIGN SHOP														
229	OFFICE	1340 G STREET SE	ADMINISTRATION BUILDING														
230	OFFICE	1350 PENNSYLVANIA AVE NW	JOHN A. WILSON BUILDING	20004	2												
231	OFFICE	1400 I STREET NW	LEASE # 0512 / OFFICE OF POLICE COMPLAINTS	20005	2												
232	OFFICE	15TH & GIRARD STS NW	COLUMBIA HEIGHTS														
233	OFFICE	1620 V STREET NW	THIRD DISTRICT HQ	20009	1	Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7	
234	OFFICE	1725 15TH STREET NE	O & P BUILDINGS														
235	OFFICE	1800 MARTIN LUTHER KING JR AVENUE SE	LEASE # 0801	20020	8												
236	OFFICE	1833 WEST VIRGINIA AVENUE, NE	DPW VEHICLE MAINTENANCE FACILITY 2														
237	OFFICE	1860 KENDALL STREET NE	YOUTH SERVICES ADMIN	20002	5												
238	OFFICE	1900 MASSACHUSETTS AV SE BLDG 29W	DCGH BUILDING NO 29W														
239	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH BUILDING NO 29	20003	6						Unknown	Yes	Cooling tower	15-Apr	15-Oct	7	
240	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCHG BUILDING NO 13E	20003	6												
241	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH BUILDING NO 13W	20003	6												
242	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH BUILDING NO 13	20003	6												
243	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH BUILDING NO. 7	20003	6	Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7	
244	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH BUILDING NO 15	20003	6												
245	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH BUILDING NO 17	20003	6												
246	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH BUILDING NO. 8	20003	6												
247	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH BUILDING NO. 14	20003	6												
248	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH CORE 2	20003	6						Unknown	Yes	Cooling tower	15-Apr	15-Oct	7	
249	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH BUILDING NO 27	20003	6												
250	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH BUILDING NO 12	20003	6												
251	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH CORE 1	20003	6												
252	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH BUILDING NO 29E	20003	6												
253	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH CORE 4	20003	6												
254	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH CORE 6	20003	6												
255	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH CORE 5	20003	6												
256	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH BUILDING NO. 9	20003	6												
257	OFFICE	1900 MASSACHUSETTS AVENUE, SE	DCGH CORE 3	20003	6												
258	OFFICE	1901 D STREET SE	DC/DOC DC JAIL	20003	6												
259	OFFICE	1910 MASSACHUSETTS AVENUE SE	DC/OCME MORGUE	20003	6												
260	OFFICE	1910 MASSACHUSETTS AVENUE, SE	DCGH BUILDING NO. 27	20003	6												
261	OFFICE	2200 ADAMS PLACE NE	FIELD ACTIVITIES DIVISION (OPM/FD SHOPS)	20018	5	Boilers	Yes	15-Oct	30-Apr	7	No						
262	OFFICE	225 I STREET NE	CONDOS (2322-2476)	20002	6												
263	OFFICE	2311 MARTIN LUTHER KING JR AVENUE SE	LEASE # 0808	20020	8												
264	OFFICE	2720 MARTIN LUTHER KING JR AVENUE SE	UCC/OUC	20032	8												
265	OFFICE	2750 SOUTH CAPITOL STREET SE	DPW/ ADMIN. OFFICES	20373	8												
266	OFFICE	280 MCMILLAN DRIVE NW	DDOT - ANNEX 8	20001	1	Boilers	Yes	15-Oct	30-Apr	7	No						
267	OFFICE	2850 NEW YORK AVENUE NE	LEASE # 1101	20002	5												
268	OFFICE	2850 NEW YORK AVENUE NE MPD	LEASE # 0508	20002	5												
269	OFFICE	2860 SOUTH CAPITOL STREET SE	FIRTH STERLING ADMINISTRATION BUILDING (DPW)														

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 Facility Groups  
 GROUP 2  
 DPR, MPD, FEMS AND OTHER FACILITIES

270	OFFICE	2860 SOUTH CAPITOL STREET SE	FIRTH STERLING ADMINISTRATION BUILDING (DPW)																
271	OFFICE	2901 14TH STREET NW	DC CAH	20009	1														
272	OFFICE	300 MCMILLAN DRIVE NW	ANNEX 8																
273	OFFICE	3201 OAK HILL MD	OAK HILL - OUTSIDE OF THE DISTRICT	20724															
274	OFFICE	350 MCMILLAN DRIVE NW	DDOT - ANNEX 9	20001	1														
275	OFFICE	3919 BENNING ROAD NE	LEASE # 8710	20019	7														
276	OFFICE	400 6TH STREET SW	CHILD AND FAMILY SERVICES	20024	6														
277	OFFICE	4049 SOUTH CAPITOL STREET SW	LEASE # 0007	20032	8														
278	OFFICE	441 4TH STREET NW	OJS BUILDING	20001	6														
279	OFFICE	515 D ST NW	RECORDER OF DEEDS	20001	2														
280	OFFICE	5171 SOUTH DAKOTA AVENUE NE	BACKUS JR HIGH	20011	5														
281	OFFICE	616 H STREET NW	LEASE # 0802	20001	2														
282	OFFICE	625 H STREET NE	YOUTH OFFICES/PROJECT EMPOWERMENT	20002	6														
283	OFFICE	655 15TH STREET NW	LEASE # 0809	20005	2														
284	OFFICE	717 14TH STREET NW	LEASE # 9801	20005	2														
285	OFFICE	717 14TH STREET NW - OIG	LEASE # 9801B	20005	2														
286	OFFICE	810 1ST STREET NE	LEASE # 9807	20002	6														
287	OFFICE	825 NORTH CAPITOL STREET NE	LEASE # 1002	20002	6														
288	OFFICE	899 NORTH CAPITOL ST NW	899 NORTH CAPITOL ST NW																
289	OFFICE	899 NORTH CAPITOL STREET NE	LEASE # 1002	20002	6														
290	OFFICE	920 RHODE ISLAND AVENUE NE	LEASE # 0301	20018	5														
291	OFFICE	KENDALL STREET NE AND GALLAUDET STREET NE	CRUMMEL	20002	5														
292	PUMPING STATION	2701 MARTIN LUTHER KING JR AVENUE SE	2701 MARTIN LUTHER KING JR AVENUE SE	20032	8														
293	RESIDENTIAL	1835 EVARTS ST. N.E.	HOUSE OF TOGETHERNESS (GROUP HOME)	20018	5														
294	RESIDENTIAL	2305 36TH STREET SE	GROUP HOME	20020	7														
295	RESIDENTIAL	2501 18TH ST. NE	PLEASANT HILL (GROUP HOME)	20018	5														
296	RESIDENTIAL	2635 18TH ST NE	ANDRUS HOUSE (GROUP HOME)	20018	5														
297	RESIDENTIAL	633 I STREET SE	RESIDENTIAL	20003	6														
298	RETAIL	225 7TH STREET SE	EASTERN MARKET	20003	6	Boilers	Yes	15-Oct	30-Apr	7	No								
299	SENIOR WELLNESS	1005 5TH ST, NE	WARD 6 SENIOR WELLNESS CENTER	20002	6														
300	SENIOR WELLNESS	1100 ALABAMA AVENUE SE	ST ELIZABETH HOSP BLDG 111 (CT-1)	20032	8														
301	SENIOR WELLNESS	115 SAVANNAH ST	CONGRESS HEIGHTS SENIOR WELLNESS CENTER	20032	8														
302	SENIOR WELLNESS	1901 EVARTS STREET NE	MODEL CITIES SENIOR WELLNESS CENTER	20018	5														
303	SENIOR WELLNESS	3001 ALABAMA AVE, SE	WASHINGTON SENIORS WELLNESS CENTER	20020	7														
304	SENIOR WELLNESS	310-0324 KENNEDY ST	HATTIE HOLMES SENIOR WELLNESS CENTER	20011	4														
305	SENIOR WELLNESS	3531 GEORGIA AVENUE NW	WARD 1 SENIOR WELLNESS CENTER	20010	1														
306	SENIOR WELLNESS	500 K STREET NE	SENIOR WELLNESS CENTER	20002	6														
307	SEWAGE STATION	4900 BATES ROAD NE	SOLID WASTE TRANSFER STATION																
308	SHELTER	107 WAYNE PLACE SE	RESIDENTIAL APARTMENT BUILDING	20032	8														
309	SHELTER	1107 11TH STREET NW	LEASE # 0610	20001	2														
310	SHELTER	1131 SPRING ROAD NW	NEW LACASA	20010	4														
311	SHELTER	117 WAYNE PLACE SE	RESIDENTIAL APARTMENT BUILDING	20032	8														
312	SHELTER	1355 VALLEY PLACE SE	LEASE # 0110 / (HOMELESS SHELTER)	20020	8														
313	SHELTER	1413 GIRARD STREET NW	GIRARD FAMILY SHELTER	20009	1														
314	SHELTER	1444 IRVING STREET NW	LA CASA SHELTER	20010	1														
315	SHELTER	1626 KRAMER STREET NE	TOWNHOME	20002	6														
316	SHELTER	1701-1711 V STREET SE	FAMILY SHELTER		8														
317	SHELTER	1725 LINCOLN ROAD NE	EMERY SHELTER	20002	5	Boilers	Yes	15-Oct	30-Apr	7	No								
318	SHELTER	1861 CORCORAN STREET NE	TOWNHOME	20002	5														

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319	SHELTER	1900 MASSACHUSETTS AVENUE SE	FAMILY FORWARD SHELTER	20003	6													
320	SHELTER	1900 MASSACHUSETTS AVENUE SE - TUBMAN	HARRIET TUBMAN SHELTER	20003	6													
321	SHELTER	2210 ADAMS PLACE NE	LEASE # 0701 / EMERGENCY SHELTER FOR HOMELESS	20018	5													
322	SHELTER	2601 NAYLOR ROAD SE	FAMILY SHELTER	20020	8	Boilers	Yes	15-Oct	30-Apr	7	No							
323	SHELTER	2700 MARTIN LUTHER KING JR AVENUE SE	801 EAST	20032	8													
324	SHELTER	342 37TH ST SE	HOMELESS SHELTER	20019	7													
325	SHELTER	425 2ND STREET NW - CCNV	CCNV SHELTER	20001	6						Unknown	Yes	Cooling tower	15-Apr	15-Oct	7		
326	SHELTER	425 2ND STREET NW - CLEAN & SOBER	CLEAN & SOBER SHELTER	20001	6													
327	SHELTER	425 2ND STREET NW - DROP IN	DROP IN SHELTER	20001	6													
328	SHELTER	425 2ND STREET NW - FEDERAL CITY	FEDERAL CITY SHELTER	20001	6													
329	SHELTER	425 2ND STREET NW - JLY	JOHN L. YOUNG SHELTER	20001	6													
330	SHELTER	425 2ND STREET NW - KITCHEN	DC CENTRAL KITCHEN	20001	6													
331	SHELTER	425 2ND STREET NW - OPEN DOOR	OPEN DOOR SHELTER	20001	6													
332	SHELTER	4925 SARGENT RD NE	FAMILY SHELTER	20017	5													
333	SHELTER	611 N ST NW	NEW ENDEAVORS SHELTER	20001	6													
334	SHELTER	635 I STREET NE	BLAIR SHELTER	20002	6	Boilers	Yes	15-Oct	30-Apr	7	No							
335	SHELTER	65 MASSACHUSETTS AVENUE NW	GALES HOUSING FOR WOMEN	20001	6													
336	SHELTER	651 10TH STREET NE	HOUSE OF RUTH SHELTER	20002	6	Boilers	Yes	15-Oct	30-Apr	7	No							
337	SHELTER	925 13TH ST NW	FRANKLIN SHELTER	20005	2													
338	SPECIAL USE	100 N ST NW	NEW YORK AVENUE DAYCARE															
339	SPECIAL USE	1000 MOUNT OLIVET ROAD NE	YOUTH REHABILITATION BUILDING	20002	5													
340	SPECIAL USE	1105 O STREET SE	TOJ - PART OF RESERVATION 343D	20003	6													
341	SPECIAL USE	1125 15TH STREET NW	LEASE # 0603	20005	2													
342	SPECIAL USE	1201 NEW YORK AVENUE NE	WASHINGTON HUMANE SOCIETY	20002	5													
343	SPECIAL USE	12100 SUNRISE VALLEY DRIVE	CRITICAL ROOM 9 (CR9)															
344	SPECIAL USE	1241 W STREET NE	FUELING SITE	20002	5													
345	SPECIAL USE	1300 1ST STREET NE	LEASE # 9808	20002	6													
346	SPECIAL USE	1328 W STREET SE	ANACOSTIA HEALTH CENTER	20020	8													
347	SPECIAL USE	1338 G ST SE		20003	6	Boilers	Yes	15-Oct	30-Apr	7	No							
348	SPECIAL USE	1345 NEW YORK AV NE	TRANSPORTATION BUS LOT	20002	5													
349	SPECIAL USE	1355 NEW YORK AVENUE NE	HALFWAY HOUSE	20002	5													
350	SPECIAL USE	1403 W STREET NE	BRIDGE & STREET MAINTENANCE	20002	5													
351	SPECIAL USE	1724 SOUTH CAPITOL STREET SE	LEASE # 0702 / HELIPORT	20003	6													
352	SPECIAL USE	1735 15TH STREET NE	TRAFFIC SERVICE DIV WAREHOUSE (DDOT)	20002	5													
353	SPECIAL USE	1801 MINNESOTA AVENUE SE	STREET ALLEY CLEANING	20020	8													
354	SPECIAL USE	1816 19TH STREET NW	LEASE # 0501 / YOUTH SERVICES	20009	2													
355	SPECIAL USE	1827 WEST VIRGINIA AVENUE NE	DPW EMERGENCY MGT & COMM	20002	5													
356	SPECIAL USE	1894 9TH ST NE	BLACK ENTERTAINMENT TV	20018	5													
357	SPECIAL USE	2 DC VILLAGE LANE SW	STORAGE	20032	8													
358	SPECIAL USE	200 BRYANT STREET NW	DPW-TIRE TOW SHOP	20001	1													
359	SPECIAL USE	2100 MARTIN LUTHER KING JR AVENUE SE	LEASE # 8738	20020	8													
360	SPECIAL USE	2101 MARTIN LUTHER KING JR AVENUE SE	LEASE # 0810 / DCLB/YRS	20020	8													
361	SPECIAL USE	2115 5TH STREET NE	TRANSPORTATION CENTER	20002	5	Boilers	Yes	15-Oct	30-Apr	7	No							
362	SPECIAL USE	2626 NAYLOR ROAD SE	ONE STOP EMPLOYMENT CENTER	20020	7	Boilers	Yes	15-Oct	30-Apr	7	No							
363	SPECIAL USE	27 O STREET NW	M.M. WASH CAREER CENTER	20001	5													
364	SPECIAL USE	3007 TILDEN STREET NW	LEASE # 0401	20008	3	Boilers	Yes	15-Oct	30-Apr	7	Unknown	Yes	Cooling tower	15-Apr	15-Oct	7		
365	SPECIAL USE	3130 V STREET NE	LEASE # 0605	20018	5													
366	SPECIAL USE	3200 BENNING ROAD NE	REDUCTION CENTER #1 TRANSFER STATION	20019	7													
367	SPECIAL USE	3220 PENNSYLVANIA AVENUE SE	LEASE # 0607	20020	7													
368	SPECIAL USE	3244 PENNSYLVANIA AVENUE SE	MPD PENN BRANCH CENTER	20020	7													
369	SPECIAL USE	3330 V STREET NE	LEASE # 0804	20018	5													
370	SPECIAL USE	3515 & 3521 V STREET NE	LEASE # 0107 / MOBILE CRIME															
371	SPECIAL USE	3535 V STREET NE	LEASE # 0113	20018	5													

Attachment A  
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 GROUP 2  
 DPR, MPD, FEMS AND OTHER FACILITIES

372	SPECIAL USE	3720 MARTIN LUTHER KING JR AVENUE SE	LEASE # 8936 / CONGRESS HEIGHTS & UNITY HEALTH CTR	20032	8														
373	SPECIAL USE	3851 ALABAMA AVENUE SE	LEASE # 9806	20020	7														
374	SPECIAL USE	4001 SOUTH CAPITOL STREET SW	LEASE # 9604	20032	8														
375	SPECIAL USE	401 FARRAGUT STREET NE	SALT DOME	20011	5														
376	SPECIAL USE	410 E STREET NW	BLDG C OLD JUVENILE COURT BLDG	20001	2														
377	SPECIAL USE	4130 HUNT PLACE NE	LEASE # 8663	20019	7														
378	SPECIAL USE	425 2ND STREET NW	INFIRMARY	20001	6														
379	SPECIAL USE	425 2ND STREET NW - CLINIC	UNITY HEALTH CARE CLINIC	20001	6														
380	SPECIAL USE	427 NEW JERSEY AV NW	MAINTENANCE FACILITY #2	20001	6														
381	SPECIAL USE	450 H STREET NW	LEASE # 0106 / YSA-YOUTH SERVICES AGENCY	20001	2														
382	SPECIAL USE	4902 BATES ROAD NE	TRANSFER STATION	20011	5														
383	SPECIAL USE	5000 OVERLOOK AV SW	DEPT OF TRANSPORTATION	20032	8														
384	SPECIAL USE	55 M STREET SE	LEASE # 1003	20003	6														
385	SPECIAL USE	6323 GEORGIA AVENUE NW	LEASE # 0511	20011	4														
386	SPECIAL USE	64 NEW YORK AVENUE NE	LEASE # 0103	20002	5														
387	SPECIAL USE	645 H STREET NE	LEASE # 8517B	20002	6														
388	SPECIAL USE	7 DC VILLAGE LANE SW	BIO LAB	20032	8														
389	SPECIAL USE	700 R STREET NW	MUSEUM	20001	6														
390	SPECIAL USE	821 HOWARD ROAD SE	MENTAL TREATMENT CENTER	20020	8														
391	SPECIAL USE	850 DELAWARE AV SW	SOUTHWEST HEALTH CENTER	20024	6	Boilers	Yes	15-Oct	30-Apr	7	No								
392	SPECIAL USE	900 NEW JERSEY AVENUE SE	REFUGE TRANSFER STATION	20003	6														
393	SPECIAL USE	901 1ST STREET NW	JOHNSON NURSING CTR	20001	6														
394	SPECIAL USE	921 PENNSYLVANIA AVENUE SE	OLD NAVAL HOSPITAL	20003	6														
395	SPECIAL USE	955 L'ENFANT PLAZA SW	LEASE # 0105	20024	6														
396	STADIUM	2400 EAST CAPITOL STREET SE	RFK	20003	7	Boilers	Yes	15-Oct	30-Apr	7	No								
397	WAREHOUSE	1341 G STREET SE	DPW REAR STORAGE BUILDING																
398	WAREHOUSE	1725 FENWICK STREET NE	TRANSPORTAIONWAREHOUSE	20002	5														
399	WAREHOUSE	1-A DC VILLAGE LANE SW	DC VILLAGE LANE, SW BLDG #1 (1-A)	20032	8														
400	WAREHOUSE	1-B DC VILLAGE LANE SW	DC VILLAGE LANE, SW; BLDG.. #2 (1-B)	20032	8														
401	WAREHOUSE	2001 EAST CAPITOL STREET SE	DC ARMORY	20003	7	Boilers	Yes	15-Oct	30-Apr	7	No								
402	WAREHOUSE	35 K STREET NE	DC MENTAL HEALTH	20002	6														
403	WAREHOUSE	3-B DC VILLAGE LANE SW	DC VILLAGE LANE, SW; #3-B	20032	8														
404	WAREHOUSE	4 A DC VILLAGE LANE SW	STORAGE	20032	8														

**Attachment B**  
**Form of Offer Letter**

Attachment B

[Contractor's Letterhead]

[Insert Date]

District of Columbia Department of General Services  
2000 14<sup>th</sup> Street, NW  
Washington, DC 20009

Att'n: Mr. Christopher Weaver  
Acting Director

Reference: Request for Proposals -  
HVAC Chemical Treatment Services (DCAM-16-NC-0036)

Dear Mr. Weaver:

On behalf of [insert name of bidder] (the "Offeror"), I am pleased to submit this proposal in response to the Department of General Services' (the "Department" or "DGS") Request for Proposals (the "RFP") to provide HVAC chemical treatment services at various District of Columbia public schools, parks and recreation facilities, and certain other municipal facilities. The Offeror has reviewed the RFP and the attachments thereto, any addenda thereto, and the proposed Form of Contract (collectively, the "Bid Documents") and has conducted such due diligence and analysis as the Offeror, in its sole judgment, has deemed necessary in order to submit its Proposal in response to the RFP. The Offeror's proposal and the Lump Sum Price (as defined in paragraph A), the Hourly & Unit Rates for Servicing the Group 2 Facilities (as defined in paragraph B), the Unit Rate for Test Kits (as defined in paragraph C), and the Percentage Mark-Up for Replacement Equipment/Parts (as defined in paragraph D) are based on the Bid Documents as issued and assume no material alteration of the terms of the Bid Documents. (Collectively, the proposal and the price components set forth in paragraphs A through D are referred to as the "Offeror's Bid".)

The Offeror's Bid is as follows:

- A. The Lump Sum Contract Price for Group 1 is : \$ \_\_\_\_\_
- B. Unit Prices for Servicing the Group 2 Facilities are as follow:
- Hourly Rate for Service Technician: \$ \_\_\_\_\_
- Unit Rate for Dispensing Equipment that will be Installed  
or Connected to the System Equipment: \$ \_\_\_\_\_
- Unit Rate for Legionella Testing: \$ \_\_\_\_\_
- Unit Rates for Necessary Treatment Chemicals: \$ (see attached list)
- C. The Unit Price for Test Kits is: \$ \_\_\_\_\_

D. Percentage Mark-Up for Replacement Equipment/Parts \_\_\_\_\_

The Offeror acknowledges and understands that the Lump Sum Contract Price for Group 1 is a firm, fixed price to fully complete the work described in the RFP and that such amount includes funding for work which is not described in the RFP but which is reasonably inferable from the RFP. The Offeror acknowledges and understands that the Unit Prices for Servicing the Group 2 Facilities are fixed, loaded rates to fully complete the work described in the RFP.

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

1. The Offeror agrees to hold its proposal open for a period of at least one hundred twenty (120) days after the date of the bid.

2. Assuming the Offeror is selected by the Department and subject only to the changes requested in paragraph 5, the Offeror 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 Offeror and the undersigned represent and warrant that the undersigned has the full legal authority to submit this bid form and bind the Offeror to the terms of the Offeror's Bid. The Offeror further represents and warrants that no further action or approval must be obtained by the Offeror in order to authorize the terms of the Offeror's Bid.

4. The Offeror 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 proposal in response to the RFP 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 proposal in response to the RFP; or (iii) otherwise engaged in conduct that would violate applicable anti-trust law.

5. The Offeror's proposal is subject to the following requested changes to the Form of Contract: **[INSERT REQUESTED CHANGES. OFFERORS ARE ADVISED THAT THE CHANGES SO IDENTIFIED SHOULD BE SPECIFIC SO AS TO PERMIT THE DEPARTMENT TO EVALUATE THE IMPACT OF THE REQUESTED CHANGES IN ITS REVIEW PROCESS. GENERIC STATEMENTS, SUCH AS "A MUTUALLY ACCEPTABLE CONTRACT" ARE NOT ACCEPTABLE. OFFERORS ARE FURTHER ADVISED THAT THE DEPARTMENT WILL CONSIDER THE REQUESTED CHANGES AS PART OF THE EVALUATION PROCESS.]**

6. The Offeror 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.

Mr. Christopher Weaver

[DATE]

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7. This bid form and the Offeror's Bid are being submitted on behalf of [INSERT FULL LEGAL NAME, TYPE OF ORGANIZATION, AND STATE OF FORMATION FOR THE OFFEROR].

Sincerely,

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Attachment C**  
**Disclosure Statement**

Attachment C

The Offeror and each of its principal team members, if any, must submit a statement that discloses any past or present business, familiar or personal relationship with any of the following individuals:

**A. D.C. Department of General Services**

Christopher Weaver	Acting Director
Camille Sabbakhan	General Counsel
Latrena Owens	Chief of Staff
Spencer Davis	Deputy Director, Facilities Management
Jeff Bonvechio	Deputy Director, Capital Construction

Please identify any past or present business, familiar, or personal relationship in the space below. Use extra sheets if necessary.

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**B. Leftwich, LLC**  
Thomas D. Bridenbaugh

Please identify any past or present business, familiar, or personal relationship in the space below. Use extra sheets if necessary.

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**C. Brailsford & Dunlavey**  
**McKissack & McKissack**

Please identify any past or present business, familiar, or personal relationship in the space below. Use extra sheets if necessary.

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This is to certify that, to the best of my knowledge and belief and after making reasonable inquiry, the above represents a full and accurate disclosure of any past or present business, familiar, or personal relationship with any of the individuals listed above. The

undersigned acknowledges and understands that this Disclosure Statement is being submitted to the False Claims Act and that failure to disclose a material relationship(s) may constitute sufficient grounds to disqualify the Offeror.

OFFEROR:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Attachment D**

**Tax Affidavit**

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Office of the Chief Financial Officer**  
**Office of Tax and Revenue**



**TAX CERTIFICATION AFFIDAVIT**

**THIS AFFIDAVIT IS TO BE COMPLETED ONLY BY THOSE WHO ARE REGISTERED TO CONDUCT BUSINESS IN THE DISTRICT OF COLUMBIA.**

**Date**

**Authorized Agent**  
**Name of Organization/Entity**  
**Business Address (include zip code)**  
**Business Phone Number**

**Authorized Agent**  
**Principal Officer Name and Title**  
**Square and Lot Information**  
**Federal Identification Number**  
**Contract Number**  
**Unemployment Insurance Account No.**

I hereby authorize the District of Columbia, Office of the Chief Financial Officer, Office of Tax and Revenue to release my tax information to an authorized representative of the District of Columbia agency with which I am seeking to enter into a contractual relationship. I understand that the information released will be limited to whether or not I am in compliance with the District of Columbia tax laws and regulations solely for the purpose of determining my eligibility to enter into a contractual relationship with a District of Columbia agency. I further authorize that this consent be valid for one year from the date of this authorization.

I hereby certify that I am in compliance with the applicable tax filing and payment requirements of the District of Columbia. The Office of Tax and Revenue is hereby authorized to verify the above information with the appropriate government authorities.

**Signature of Authorizing Agent**

**Title**

The penalty for making false statement is a fine not to exceed \$5,000.00, imprisonment for not more than 180 days, or both, as prescribed by D.C. Official Code §47-4106.

**Attachment E**

**Service Contract Act Wage Rates and Living Wage Act Rate**

WD 05-2103 (Rev.-16) was first posted on www.wdol.gov on 07/14/2015

\*\*\*\*\*

REGISTER OF WAGE DETERMINATIONS UNDER  
THE SERVICE CONTRACT ACT  
By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR  
EMPLOYMENT STANDARDS ADMINISTRATION  
WAGE AND HOUR DIVISION  
WASHINGTON D.C. 20210

Daniel W. Simms                      Division of  
Director                                  Wage Determinations

Wage Determination No.: 2005-2103  
Revision No.: 16  
Date Of Revision: 07/08/2015

Note: Executive Order (EO) 13658 establishes an hourly minimum wage of \$10.10 for 2015 that applies to all contracts subject to the Service Contract Act for which the solicitation is issued on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.10 (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at [www.dol.gov/whd/govcontracts](http://www.dol.gov/whd/govcontracts).

States: District of Columbia, Maryland, Virginia

Area: District of Columbia Statewide  
Maryland Counties of Calvert, Charles, Frederick, Montgomery, Prince George's, St Mary's  
Virginia Counties of Alexandria, Arlington, Fairfax, Falls Church, Fauquier, King George, Loudoun, Prince William, Stafford

**\*\*Fringe Benefits Required Follow the Occupational Listing\*\***

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		15.08
01012 - Accounting Clerk II		16.92
01013 - Accounting Clerk III		22.30
01020 - Administrative Assistant		31.41
01040 - Court Reporter		21.84
01051 - Data Entry Operator I		14.38
01052 - Data Entry Operator II		15.69
01060 - Dispatcher, Motor Vehicle		17.87
01070 - Document Preparation Clerk		14.21
01090 - Duplicating Machine Operator		14.21
01111 - General Clerk I		14.88
01112 - General Clerk II		16.24
01113 - General Clerk III		18.74
01120 - Housing Referral Assistant		25.29
01141 - Messenger Courier		13.62
01191 - Order Clerk I		15.12
01192 - Order Clerk II		16.50
01261 - Personnel Assistant (Employment) I		18.15
01262 - Personnel Assistant (Employment) II		20.32
01263 - Personnel Assistant (Employment) III		22.65
01270 - Production Control Clerk		22.03
01280 - Receptionist		14.43
01290 - Rental Clerk		16.55
01300 - Scheduler, Maintenance		18.07
01311 - Secretary I		18.07
01312 - Secretary II		20.18

01313 - Secretary III	25.29
01320 - Service Order Dispatcher	16.98
01410 - Supply Technician	28.55
01420 - Survey Worker	20.03
01531 - Travel Clerk I	13.29
01532 - Travel Clerk II	14.36
01533 - Travel Clerk III	15.49
01611 - Word Processor I	15.63
01612 - Word Processor II	17.67
01613 - Word Processor III	19.95
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	25.26
05010 - Automotive Electrician	23.51
05040 - Automotive Glass Installer	22.15
05070 - Automotive Worker	22.15
05110 - Mobile Equipment Servicer	19.04
05130 - Motor Equipment Metal Mechanic	24.78
05160 - Motor Equipment Metal Worker	22.15
05190 - Motor Vehicle Mechanic	24.78
05220 - Motor Vehicle Mechanic Helper	18.49
05250 - Motor Vehicle Upholstery Worker	21.63
05280 - Motor Vehicle Wrecker	22.15
05310 - Painter, Automotive	23.51
05340 - Radiator Repair Specialist	22.15
05370 - Tire Repairer	14.44
05400 - Transmission Repair Specialist	24.78
07000 - Food Preparation And Service Occupations	
07010 - Baker	13.85
07041 - Cook I	12.55
07042 - Cook II	14.60
07070 - Dishwasher	10.11
07130 - Food Service Worker	10.66
07210 - Meat Cutter	18.08
07260 - Waiter/Waitress	9.70
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	19.86
09040 - Furniture Handler	14.06
09080 - Furniture Refinisher	20.23
09090 - Furniture Refinisher Helper	15.52
09110 - Furniture Repairer, Minor	17.94
09130 - Upholsterer	19.86
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	10.54
11060 - Elevator Operator	10.54
11090 - Gardener	17.52
11122 - Housekeeping Aide	11.83
11150 - Janitor	11.83
11210 - Laborer, Grounds Maintenance	13.07
11240 - Maid or Houseman	11.26
11260 - Pruner	11.58
11270 - Tractor Operator	16.04
11330 - Trail Maintenance Worker	13.07
11360 - Window Cleaner	12.85
12000 - Health Occupations	
12010 - Ambulance Driver	20.41
12011 - Breath Alcohol Technician	20.27
12012 - Certified Occupational Therapist Assistant	23.11
12015 - Certified Physical Therapist Assistant	21.43
12020 - Dental Assistant	17.18
12025 - Dental Hygienist	44.75
12030 - EKG Technician	27.67

12035 - Electroneurodiagnostic Technologist	27.67
12040 - Emergency Medical Technician	20.41
12071 - Licensed Practical Nurse I	19.07
12072 - Licensed Practical Nurse II	21.35
12073 - Licensed Practical Nurse III	24.13
12100 - Medical Assistant	15.01
12130 - Medical Laboratory Technician	18.04
12160 - Medical Record Clerk	17.42
12190 - Medical Record Technician	19.50
12195 - Medical Transcriptionist	18.77
12210 - Nuclear Medicine Technologist	37.60
12221 - Nursing Assistant I	10.80
12222 - Nursing Assistant II	12.14
12223 - Nursing Assistant III	13.98
12224 - Nursing Assistant IV	15.69
12235 - Optical Dispenser	20.17
12236 - Optical Technician	15.80
12250 - Pharmacy Technician	18.12
12280 - Phlebotomist	15.69
12305 - Radiologic Technologist	31.11
12311 - Registered Nurse I	27.64
12312 - Registered Nurse II	33.44
12313 - Registered Nurse II, Specialist	33.44
12314 - Registered Nurse III	40.13
12315 - Registered Nurse III, Anesthetist	40.13
12316 - Registered Nurse IV	48.10
12317 - Scheduler (Drug and Alcohol Testing)	21.73
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	19.86
13012 - Exhibits Specialist II	24.61
13013 - Exhibits Specialist III	30.09
13041 - Illustrator I	20.48
13042 - Illustrator II	25.38
13043 - Illustrator III	31.03
13047 - Librarian	33.88
13050 - Library Aide/Clerk	14.21
13054 - Library Information Technology Systems Administrator	30.60
13058 - Library Technician	19.89
13061 - Media Specialist I	18.73
13062 - Media Specialist II	20.95
13063 - Media Specialist III	23.36
13071 - Photographer I	16.65
13072 - Photographer II	18.90
13073 - Photographer III	23.67
13074 - Photographer IV	28.65
13075 - Photographer V	33.76
13110 - Video Teleconference Technician	20.39
14000 - Information Technology Occupations	
14041 - Computer Operator I	18.92
14042 - Computer Operator II	21.18
14043 - Computer Operator III	23.60
14044 - Computer Operator IV	26.22
14045 - Computer Operator V	29.05
14071 - Computer Programmer I	(see 1) 26.36
14072 - Computer Programmer II	(see 1)
14073 - Computer Programmer III	(see 1)
14074 - Computer Programmer IV	(see 1)
14101 - Computer Systems Analyst I	(see 1)
14102 - Computer Systems Analyst II	(see 1)
14103 - Computer Systems Analyst III	(see 1)

14150 - Peripheral Equipment Operator	18.92
14160 - Personal Computer Support Technician	26.22
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	36.47
15020 - Aircrew Training Devices Instructor (Rated)	44.06
15030 - Air Crew Training Devices Instructor (Pilot)	52.81
15050 - Computer Based Training Specialist / Instructor	36.47
15060 - Educational Technologist	35.31
15070 - Flight Instructor (Pilot)	52.81
15080 - Graphic Artist	26.80
15090 - Technical Instructor	25.08
15095 - Technical Instructor/Course Developer	30.67
15110 - Test Proctor	20.20
15120 - Tutor	20.20
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	9.88
16030 - Counter Attendant	9.88
16040 - Dry Cleaner	12.94
16070 - Finisher, Flatwork, Machine	9.88
16090 - Presser, Hand	9.88
16110 - Presser, Machine, Drycleaning	9.88
16130 - Presser, Machine, Shirts	9.88
16160 - Presser, Machine, Wearing Apparel, Laundry	9.88
16190 - Sewing Machine Operator	13.78
16220 - Tailor	14.66
16250 - Washer, Machine	10.88
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	21.14
19040 - Tool And Die Maker	23.38
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	18.02
21030 - Material Coordinator	22.03
21040 - Material Expediter	22.03
21050 - Material Handling Laborer	13.83
21071 - Order Filler	15.09
21080 - Production Line Worker (Food Processing)	18.02
21110 - Shipping Packer	15.09
21130 - Shipping/Receiving Clerk	15.09
21140 - Store Worker I	11.72
21150 - Stock Clerk	16.86
21210 - Tools And Parts Attendant	18.02
21410 - Warehouse Specialist	18.02
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	27.21
23021 - Aircraft Mechanic I	25.83
23022 - Aircraft Mechanic II	27.21
23023 - Aircraft Mechanic III	28.53
23040 - Aircraft Mechanic Helper	17.54
23050 - Aircraft, Painter	24.73
23060 - Aircraft Servicer	19.76
23080 - Aircraft Worker	21.01
23110 - Appliance Mechanic	21.75
23120 - Bicycle Repairer	14.43
23125 - Cable Splicer	26.02
23130 - Carpenter, Maintenance	21.40
23140 - Carpet Layer	20.49
23160 - Electrician, Maintenance	27.98
23181 - Electronics Technician Maintenance I	24.94
23182 - Electronics Technician Maintenance II	26.47
23183 - Electronics Technician Maintenance III	27.89
23260 - Fabric Worker	19.13

23290 - Fire Alarm System Mechanic	22.91
23310 - Fire Extinguisher Repairer	17.62
23311 - Fuel Distribution System Mechanic	22.81
23312 - Fuel Distribution System Operator	19.38
23370 - General Maintenance Worker	21.43
23380 - Ground Support Equipment Mechanic	25.83
23381 - Ground Support Equipment Servicer	19.76
23382 - Ground Support Equipment Worker	21.01
23391 - Gunsmith I	17.62
23392 - Gunsmith II	20.49
23393 - Gunsmith III	22.91
23410 - Heating, Ventilation And Air-Conditioning Mechanic	23.89
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	25.17
23430 - Heavy Equipment Mechanic	22.91
23440 - Heavy Equipment Operator	22.91
23460 - Instrument Mechanic	22.59
23465 - Laboratory/Shelter Mechanic	21.75
23470 - Laborer	14.98
23510 - Locksmith	21.90
23530 - Machinery Maintenance Mechanic	23.12
23550 - Machinist, Maintenance	22.91
23580 - Maintenance Trades Helper	18.27
23591 - Metrology Technician I	22.59
23592 - Metrology Technician II	23.80
23593 - Metrology Technician III	24.96
23640 - Millwright	28.19
23710 - Office Appliance Repairer	22.96
23760 - Painter, Maintenance	21.75
23790 - Pipefitter, Maintenance	24.63
23810 - Plumber, Maintenance	22.29
23820 - Pneudraulic Systems Mechanic	22.91
23850 - Rigger	22.91
23870 - Scale Mechanic	20.49
23890 - Sheet-Metal Worker, Maintenance	22.91
23910 - Small Engine Mechanic	20.49
23931 - Telecommunications Mechanic I	29.95
23932 - Telecommunications Mechanic II	31.55
23950 - Telephone Lineman	27.41
23960 - Welder, Combination, Maintenance	22.91
23965 - Well Driller	22.91
23970 - Woodcraft Worker	22.91
23980 - Woodworker	17.62
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	12.79
24580 - Child Care Center Clerk	17.77
24610 - Chore Aide	10.57
24620 - Family Readiness And Support Services Coordinator	16.90
24630 - Homemaker	18.43
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	27.30
25040 - Sewage Plant Operator	20.84
25070 - Stationary Engineer	27.30
25190 - Ventilation Equipment Tender	19.49
25210 - Water Treatment Plant Operator	20.84
27000 - Protective Service Occupations	
27004 - Alarm Monitor	20.57
27007 - Baggage Inspector	12.71
27008 - Corrections Officer	22.80

27010 - Court Security Officer	24.72
27030 - Detection Dog Handler	20.57
27040 - Detention Officer	22.80
27070 - Firefighter	24.63
27101 - Guard I	12.71
27102 - Guard II	20.57
27131 - Police Officer I	26.52
27132 - Police Officer II	29.67
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	13.59
28042 - Carnival Equipment Repairer	14.63
28043 - Carnival Equipment Worker	9.24
28210 - Gate Attendant/Gate Tender	13.01
28310 - Lifeguard	11.59
28350 - Park Attendant (Aide)	14.56
28510 - Recreation Aide/Health Facility Attendant	10.62
28515 - Recreation Specialist	18.04
28630 - Sports Official	11.59
28690 - Swimming Pool Operator	18.21
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	23.13
29020 - Hatch Tender	23.13
29030 - Line Handler	23.13
29041 - Stevedore I	21.31
29042 - Stevedore II	24.24
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	39.92
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	26.84
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	29.56
30021 - Archeological Technician I	20.19
30022 - Archeological Technician II	22.60
30023 - Archeological Technician III	27.98
30030 - Cartographic Technician	27.98
30040 - Civil Engineering Technician	26.41
30061 - Drafter/CAD Operator I	20.19
30062 - Drafter/CAD Operator II	22.60
30063 - Drafter/CAD Operator III	25.19
30064 - Drafter/CAD Operator IV	31.00
30081 - Engineering Technician I	22.92
30082 - Engineering Technician II	25.72
30083 - Engineering Technician III	28.79
30084 - Engineering Technician IV	35.64
30085 - Engineering Technician V	43.61
30086 - Engineering Technician VI	52.76
30090 - Environmental Technician	27.41
30210 - Laboratory Technician	23.38
30240 - Mathematical Technician	28.94
30361 - Paralegal/Legal Assistant I	21.36
30362 - Paralegal/Legal Assistant II	26.47
30363 - Paralegal/Legal Assistant III	32.36
30364 - Paralegal/Legal Assistant IV	39.16
30390 - Photo-Optics Technician	27.98
30461 - Technical Writer I	21.93
30462 - Technical Writer II	26.84
30463 - Technical Writer III	32.47
30491 - Unexploded Ordnance (UXO) Technician I	24.74
30492 - Unexploded Ordnance (UXO) Technician II	29.93
30493 - Unexploded Ordnance (UXO) Technician III	35.88
30494 - Unexploded (UXO) Safety Escort	24.74
30495 - Unexploded (UXO) Sweep Personnel	24.74
30620 - Weather Observer, Combined Upper Air Or (see 2)	25.19

Surface Programs		
30621 - Weather Observer, Senior	(see 2)	27.98
31000 - Transportation/Mobile Equipment Operation Occupations		
31020 - Bus Aide		14.32
31030 - Bus Driver		20.85
31043 - Driver Courier		13.98
31260 - Parking and Lot Attendant		10.07
31290 - Shuttle Bus Driver		15.66
31310 - Taxi Driver		13.98
31361 - Truckdriver, Light		15.66
31362 - Truckdriver, Medium		17.90
31363 - Truckdriver, Heavy		19.18
31364 - Truckdriver, Tractor-Trailer		19.18
99000 - Miscellaneous Occupations		
99030 - Cashier		10.03
99050 - Desk Clerk		11.58
99095 - Embalmer		23.05
99251 - Laboratory Animal Caretaker I		11.30
99252 - Laboratory Animal Caretaker II		12.35
99310 - Mortician		31.73
99410 - Pest Controller		17.69
99510 - Photofinishing Worker		13.20
99710 - Recycling Laborer		18.50
99711 - Recycling Specialist		22.71
99730 - Refuse Collector		16.40
99810 - Sales Clerk		12.09
99820 - School Crossing Guard		13.43
99830 - Survey Party Chief		21.94
99831 - Surveying Aide		13.63
99832 - Surveying Technician		20.85
99840 - Vending Machine Attendant		14.43
99841 - Vending Machine Repairer		18.73
99842 - Vending Machine Repairer Helper		14.43

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ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$4.27 per hour or \$170.80 per week or \$740.13 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive,

administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am.

If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

**HAZARDOUS PAY DIFFERENTIAL:** An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives.

Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

**\*\* UNIFORM ALLOWANCE \*\***

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at <http://www.dol.gov/esa/whd/> or through the Wage Determinations On-Line (WDOL) Web site at <http://wdol.gov/>.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

**Conformance Process:**

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage

rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour decision to the contractor.

6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

## **“THE LIVING WAGE ACT OF 2006”**

**Title I, D.C. Law No. 16-118, (D.C. Official Code §§ 2-220.01-11)**

Recipients of new contracts or government assistance shall pay affiliated employees and subcontractors who perform services under the contracts no less than the current living wage.

**Effective January 1, 2015, the living wage rate is \$13.80.**

### **The requirement to pay a living wage applies to:**

- All recipients of contracts in the amount of \$100,000 or more; and, all subcontractors of these recipients receiving \$15,000 or more from the funds received by the recipient from the District of Columbia, and,
- All recipients of government assistance in the amount of \$100,000 or more; and, all subcontractors of these recipients of government assistance receiving \$50,000 or more in funds from government assistance received from the District of Columbia.

**“Contract” means a written agreement between a recipient and the District government.**

**“Government assistance” means a grant, loan or tax increment financing that result in a financial benefit from an agency, commission, instrumentality, or other entity of the District government.**

**“Affiliated employee” means any individual employed by a recipient who received compensation directly from government assistance or a contract with the District of Columbia government, including any employee of a contractor or subcontractor of a recipient who performs services pursuant to government assistance or contract. The term “affiliated employee” does not include those individuals who perform only intermittent or incidental services with respect to the contract or government assistance or who are otherwise employed by the contractor, recipient or subcontractor.**

**Certain exceptions apply where contracts or agreements are subject to wage determinations required by federal law which are higher than the wage required by this Act; contracts delivered by regulated utility; contracts for services needed immediately to prevent or respond to a disaster or imminent threat to the public health or safety declared by the Mayor; contracts awarded to recipients that provide trainees with additional services provided the trainee does not replace employees; tenants or retail establishments that occupy property constructed or improved by government assistance, provided there is no receipt of direct District government assistance; Medicaid provider agreements for direct care services to Medicaid recipients; and contracts or other agreements between managed care organizations and the Health Care Safety Net Administration or the Medicaid Assistance Administration to provide health services.**

**Exemptions are provided for employees under 22 years of age employed during a school vacation period, or enrolled as a full-time student who works less than 25 hours per week, and for employees of nonprofit organizations that employ not more than 50 individuals.**

**Each recipient and subcontractor of a recipient shall provide this notice to each affiliate employee covered by this notice, and shall also post this notice in a conspicuous site in its place of business.**

**All recipients and subcontractors shall retain payroll records created and maintained in the regular course of business under District of Columbia law for a period of at least 3 years.**

**For the complete text of the Living Wage Act of 2006 go to D.C. Official Code §§ 2-220.01-11**

**To file a claim, visit: Department of Employment Services , Office of Wage-Hour, 4058 Minnesota Avenue, NE, Fourth Floor, Washington, D.C. 20019; call: (202) 671-1880; or file your claim on-line: [does.dc.gov](http://does.dc.gov). Go to “File a Claim” tab.**