



D.C. DEPARTMENT OF GENERAL SERVICES

REQUEST FOR PROPOSALS

**CONSTRUCTION SERVICES FOR
FY15 DCPS SUMMER RENOVATIONS**

SBE SET ASIDE

May 4, 2015

Proposal Due Date: May 27, 2015 by 2:00 p.m. EST

Preproposal Conference: May 8, 2015 at 10:30 a.m. EST

to be held at:

**Frank D. Reeves Center
2nd Floor Community Room
2000 14th 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-15-CS-0127

Executive Summary

The District of Columbia Department of General Services (“DGS” or the “Department”) is issuing this Request for Proposals (“RFP”) to engage contractors to provide construction services to renovate or build-out select spaces at various DCPS facilities (the “Project Schools”). Each of the Project Schools requires selective interior renovations either to accommodate new or different programmatic needs, or to perform selective upgrades at the schools. The Department has already engaged design teams to develop construction documents and specifications (the “Drawings & Specifications”) for the renovations at each of the Project Schools. List of the Project Schools along with a general description of the improvements to be made are attached hereto as Attachment A. The selected contractors will be required to construct the approved designs no later than August 14, 2015 in time for the 2015/2016 school year (the “Project”). Multiple awards are expected.

A.1. Project Delivery Method

The Contractor’s work will be divided into two phases: (i) the Preconstruction Phase, and (ii) the Construction Phase.

Preconstruction Phase – As noted above, the Department has already commissioned designs for the work at each Project School. During the Preconstruction Phase, the selected Contractor will be required to obtain bid for the work called for in the Drawings and Specifications for the Project. Based on these bids, the Department and the Contractor shall agree on a lump sum price for the Project. The Contractor will also be required to obtain a necessary permit for the performance of the Project.

Construction Phase – The Construction Phase will commence upon execution of the agreement establishing the Lump Sum Price for the Project. During the Construction Phase, the Contractor will be required to implement the Drawings and Specification, providing all labor, materials, supervision and other services as may be necessary to accomplish this task no later than August 14, 2015. The Contractor will be required to coordinate with the Department’s Architect while performing the work required to complete the Project.

A.2 Compensation

The Department has established a budget for the work at each Project School (such budget, the “Project Budget”) which is set forth on **Attachment A**. It is the Department’s intent to engage a contractor to put in place work equal to the Project Budget between mid-June and mid-August 2015. The Drawings & Specifications for each Project will be issued to the selected Contractor upon award.

As will be more fully described in the Form of Contract, this will ultimately be a Lump Sum Price type contract. As part of its response to this solicitation, the Offeror will be required to submit: (i) a Preconstruction Fee; (ii) a Construction Fee; and (iii) a Contingency Percentage.

The Preconstruction Fee shall also be a fixed fee and will be the Contractor's sole compensation for Preconstruction Phase services, including developing the Lump Sum Price. The Construction Fee will be a fixed fee and will be the Contractor's sole compensation for Construction Phase services, other than any approved self-performed work and trade subcontracted work. The Construction Fee should include sufficient funds to cover the cost of the Contractor's overhead, profit and general conditions. The Department has already contracted for the design services, including the costs of construction administration services, and thus, those should not be included in the Offeror's fees.

Once trade bidding is complete and the cost of the work is established, a Lump Sum Price for the Project will be established. The Lump Sum Price shall be the sum of the following:

- (i) the Preconstruction Fee;
- (ii) the Construction Fee;
- (iii) the sum of all approved trade subcontractor costs;
- (iv) the approved cost for any work that is authorized to be self-performed;
- (v) an amount equal to the Contingency Percentage bid by the Contractor multiplied by items (iii) and (iv); and
- (vi) the cost of insurance and bonds at cost.

Offerors will be required to submit with their proposal an Offer Letter in substantially the form of **Attachment B** on the Offeror's letterhead setting forth for each Project on which the Offeror desire to be considered the proposed Preconstruction Fee, the proposed Construction Fee, and the proposed Contingency Percentage.

Other than the original proposal (which shall include both a pricing and technical response), Offerors will be required to submit copies of the pricing portion of their proposal (including the Form of Offer Letter and any spreadsheets or other pricing documents referenced in the Form of Offer Letter) separately from the technical portion of their proposal. The technical portion of the proposal consists of everything other than pricing information.

A.3 Form of Contract

The Form of Contract will be issued by addendum. 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.4 Incentives for On-time; On-Budget Completion & Meeting Workforce Goals

In the event the Project is both (i) substantially complete no later than August 14, 2015, and (ii) delivered for the Lump Sum Price established in the Contract, the Lump Sum shall be increased by Two Percent (2%). If both of these goals are not met, the Lump Sum will be reduced by Two Percent (2%). In addition, if the Contractor meets the Workforce Utilization Requirement discussed in **Section A.5** below, the Lump Sum will be increased by One Half of One Percent (0.5%). In determining whether these goals have been met, the decision will be made irrespective of fault and regardless of whether the cause for failing to achieve these goals was within the Contractor's control.

A.5 Economic Inclusion

This solicitation is being set aside for companies that are certified as Small Business Enterprises by the District of Columbia Department of Small and Local Business Development ("DSLBD") and only entities that are certified as Small Business Enterprises are eligible to participate. In order to qualify for this procurement, the Offeror must perform at least 35% of the contracting effort with its own forces, and if such Offeror subcontracts any work, 35% of the subcontracted effort must be subcontracted to CBEs. For subcontracted work, pass through entities will not count toward this goal. In order to count toward the subcontracting requirement, the SBE must perform at least thirty five percent (35%) of the work that is being counted toward the goal with its own forces.

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"). Offerors shall submit with their proposals a Workforce Utilization Plan outlining how they intent to increase participation by DC residents in the performance of the work on this Project.

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. 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.

A.6 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 (15 points)
- Cost (25 points)
- Project Management Plan & Schedule (25 points)
- LSDBE Compliance/Utilization (10 points)
- Workforce Utilization (5 points)

A.7 Procurement Schedule

The schedule for this procurement is as follows:

- Issue RFP - May 4, 2015
- Pre-proposal Conference - May 8, 2015
- Last Day for Questions/Clarifications - May 19, 2015
- Proposals Due - May 26, 2015
- Notice of Award - June 16, 2015

A.8 Attachments

- Attachment A** - Scopes of Work and Project Budgets
- Attachment B** - Form of Offer Letter
- Attachment C** - Disclosure Statement
- Attachment D** - Tax Affidavit
- Attachment E** - Davis-Bacon Wage Rates
- Attachment F** - Bid Guaranty Certification

SECTION B SCOPE OF WORK

B.1 Scope of Work

In general, the selected Contractors shall be required to provide all labor, tools, equipment and materials necessary to perform the work called for in the Drawings and Specifications for the Project. The Drawings and Specifications will be issued to the selected Contractor upon award. To the extent there is an inconsistency between the Drawings and the Specifications, the Contractor shall be required to provide the more expensive requirement. Prior to submitting its proposal, each Offeror shall carefully review the Drawings and Specifications and shall bring any inconsistency or error in the drawings and specifications to the attention of the Department in writing. To the extent that a competent contractor could have identified any such inconsistency or error, such inconsistency or error shall not serve as the basis for a change order and the Contractor shall assume the risk of such inconsistency or error.

The Project must be Substantially Completed no later than August 14, 2015. The Contractor's work will be divided into two Phases: (i) the Preconstruction Phase; and (ii) the Construction Phase.

B.2 Preconstruction Phase

During the Preconstruction Phase, the Contractor will be required to (i) to obtain bids from trade subcontractors based on the Drawings and Specifications; (ii) to engage in any value engineering and scoping exercises necessary to return the cost of the work to the Project Budget; (iii) to engage in preconstruction activities, including scheduling, constructability reviews, and identifying any long-lead items; and (iv) to agree upon a Lump Sum Price for the Project.

B.2.2 Trade Bids

During the Preconstruction Phase, the selected Contractor will be required to work with the Department to determine the manner in which trade subcontractors will be selected and self-performed work authorized.

B.2.3 Value Engineering

Based on the trade bids, the Contractor will be required to conduct such value engineering as is necessary to reconcile the costs of constructing the Project with the Department's budget for the Project. The Contractor shall meet with the Department's representatives to discuss any value engineering and changes in scope.

B.2.4 Lump Sum Price Formation

Based on any value engineering, scope modifications and approved changes in the Project Budget, the Contractor shall prepare and submit to the Department a Lump Sum Price proposal

to complete the Project. The Lump Sum Price proposal shall represent the Contractor's offer to Fully Complete the Project. The Lump Sum Price shall only include:

- (i) the Preconstruction Fee;
- (ii) the Construction Fee;
- (iii) the sum of all approved trade subcontractor costs;
- (iv) the approved cost for any work that is authorized to be self-performed;
- (v) an amount equal to the Contingency Percentage bid by the Contractor multiplied by items (iii) and (iv);
- (vi) the cost of insurance and bonds.

In the event that the Department and the Contractor are unable to agree upon a Lump Sum Price or a schedule for the Project, the Department shall have the right to terminate the contract and assume any trade subcontracts held by the Contractor. In such an event, the Contractor shall forfeit its Preconstruction Fee.

B.2.5 Deliverables. The following deliverables are required during the Preconstruction Phase. In the event that the Contractor fails to provide any deliverable listed below, the Contractor shall forfeit its Preconstruction Fee.

- a. Preliminary Schedule and Cost Estimate.
- b. List of Long Lead Items and Recommendations for purchase.
- c. Lump Sum Price Proposal.

B.3 Construction Phase

During the Construction Phase, the Contractor shall be required to cause the construction to be completed in a manner consistent with the Drawings and Specifications (and any approved value engineering) and shall provide all labor, materials, supervision and equipment necessary to fully construct the Project no later than August 14, 2015.

B.3.1 Management Services.

In order to properly manage the Project, the Contractor shall be required to undertake the following tasks:

- Participate and assist in Project/Planning meetings.
- Maintain full-time, on-site construction supervision and provide daily inspections, quality control, monitoring, coordination of various trades, record drawings, and daily work log.
- Conduct weekly progress meetings following a contractor generated agenda with the Program Manager and all trades.
- Provide general safety and signage and posting for the project and see that each subcontractor prepares and submits adequate safety program and monitoring throughout the project.

- Provide a written bi-weekly report that includes (i) an updated schedule analysis, (ii) an updated cost report, and (iii) a monthly review of cash flow.
- Manage the change order process with the trade subcontractors to verify validity, purpose, and cost.
- Prepare payment requests, verify accuracy and forward for approval and payment.
- Assemble close-out documents required.
- Provide assistance to DCPS and DGS through any applicable warranty periods.
- The Contractor and the DGS Program Manager shall meet as necessary to review the Contractor's work. The Contractor shall provide the DGS Program Manager meeting minutes of this weekly on-site construction meeting within three (3) business days of the meeting.

B.3.2 Mobilization

The Contractor will be required to undertake the tasks described below.

B.3.2.1 Take control of the site and install the necessary construction fences and other devices to properly secure the site.

B.3.2.2 The Contractor shall be responsible for salvaging and storing all items as identified by the Department.

B.3.2.3 Abate hazardous materials, if any, in accordance with EPA and all jurisdictional agencies.

B.3.2.4 The Design-Builder shall be responsible for all interior and exterior demolition necessary to complete the Project.

B.3.2.5 The Contractor shall be responsible for obtaining and paying all for permits and fees associated with any abatement, demolition, utilities abandonment, and utility relocation. In addition, the Contractor will be required to pay for all trade permit fees and building permit fees (if required).

B.3.2.6 The Contractor shall be responsible for all performance and payment bonds and general liability insurance.

B.3.2.7 The Contractor shall be responsible for removing the balance of construction debris off site.

B.3.3 Trade Work; Subcontracts

It is contemplated that all or nearly all of the work will be performed by trade subcontractors under written subcontracts to the Contractor. The Contractor will not be permitted to self-

perform work unless it received prior, written approval from the Department. The Contractor will be required to bid, award and administer the trade subcontracts.

B.3.4 Site Safety and Clean-up

B.3.4.1 The Contractor will be required to provide a safe and efficient site. Controlled access shall be required.

B.3.4.2 The Contractor shall be required to provide wheel washing stations on site so as to prevent the accumulation of dirt and other refuse on the streets surrounding the project site.

B.3.4.3 The Contractor shall be responsible for site security and shall secure the project work area by a minimum 6'-0" chain link fence. Contractor shall ensure site is locked during non-work hours and absences from the site during working hours.

B.3.4.4 The Contractor shall be responsible for the cost of temporary power used during the construction of the Project, including, but not limited to, the cost of installing such temporary wiring as may be required to bring power to the site. The Contractor shall also be responsible for the cost of all temporary construction necessary on the site.

B.3.5 Close-out & FF&E

B.3.5.1 The Program Manager shall perform a walk-through inspection in the presence of the Contractor. The Contractor shall prepare a written report stating any deficiencies found during the walk through, identify the responsible parties, and ensure that all the deficiencies are corrected by the Contractor prior to demobilization. The Contractor shall not demobilize from the site until receiving written notice, in writing, from the Project Manager the deficiencies have been corrected to the Project Manager's satisfaction.

B.3.5.2 The Contractor shall be responsible for purchasing and providing FF&E. A detailed list of FF&E requirements will be developed during the Preconstruction Phase.

B.3.5.3 The Contractor shall be required to prepare and submit at close-out a complete set of product manuals, warranties, etc. The Contractor shall also provide the Department with a complete set of its Project files, including, but not limited to, shop drawings, etc. at close out so as to assist the Department in operating the building. The Contractor shall prepare one (1) full size, two (2) half size and four (4) electronic copies "As-Built" plans of the site, including all the modifications performed during construction, and submit to the Project Manager within thirty (30) days after achieving Substantial Completion. The Contractor shall submit four (4) hard copies and four (4) electronic copies of each: Operation & Maintenance Manuals and Warranty Information to the Project Manager.

B.4 Key Personnel

In its proposal, each Offeror will be required to identify its key personnel. Key personnel shall include, at a minimum, the following individuals: (i) the Project Executive; (ii) the Field Superintendent; and (iii) the Project Manager who will be responsible for this Project. In this regard, Offerors should submit resumes of the specific individual that will be assigned to this project. The Contractor will not be permitted to reassign any of the key personnel unless the Department approves the proposed reassignment and the proposed replacement. Please provide a table that identifies the specific staff that will be assigned to this Project. The table should include: (i) the individual's name (if known); (ii) his or her title; and (iii) his or her level of effort (i.e. the percentage of time devoted to this project). This table should include all personnel that will be assigned to the project.

B.5 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. Without limiting the generality of the foregoing, all drawings shall be signed and sealed by a professional architect or engineer licensed in the District of Columbia.

B.6 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.7 Davis-Bacon Act

The Davis-Bacon Act is applicable to this Project. As such, the Contractor and its trade subcontractors shall comply with the wage and reporting requirements imposed by that Act.

B.8 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.9 Time is of the Essence

Time is of the essence with respect to the Contract. The Project must be Substantially Complete no later than August 14, 2015. 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.

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 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

This solicitation is being set aside for companies that are certified as Small Business Enterprises by the District of Columbia Department of Small and Local Business Development (“DSLBD”) and only entities that are certified as Small Business Enterprises are eligible to participate. In order to qualify for this procurement, the Offeror must perform at least 35% of the contracting effort with its own forces, and if such Offeror subcontracts any work, 35% of the subcontracted effort must be subcontracted to CBEs. For subcontracted work, pass through entities will not count toward this goal. In order to count toward the subcontracting requirement, the SBE must perform at least thirty five percent (35%) of the work that is being counted toward the goal with its own forces.

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 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 10th of each month; (vi) at least 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”) (codified at D.C. Code 32-1401 *et seq.*) 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 60 minutes to make the presentation. At the end of the initial presentation, there will be a break for approximately 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 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 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 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 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 the RFP. Offerors will be evaluated based on their demonstrated experience in:

- (i) renovating schools or similar facilities;
- (ii) construction or renovation projects in an urban setting;
- (iii) knowledge of, and access to, the local subcontracting market; and
- (iv) knowledge of the local regulatory agencies and Code Officials.

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 (15 points)

The Department desires that the selected Contractor assign the appropriate number of personnel having the necessary seniority to implement a project of this type. Proposals should identify, at a minimum, (i) the Project Executive; (ii) the Field Superintendent; (iii) the Project Manager. Each Offeror will be evaluated based on the level of experience and time commitment of each of these four individuals. Offerors will also be evaluated based on whether Offeror has overall devoted sufficient staff, staff of the appropriate level of expertise to properly staff the Project, and the cohesiveness and efficiency of the team as a whole. This element of the evaluation will be worth up to fifteen (15) points.

D.4.3 Cost (25 points)

Offerors will be required to bid a Preconstruction Fee, a Construction Fee and a Contingency Percentage. This element of the evaluation will be worth up to twenty five (25) points.

D.4.4 Project Management Plan & Schedule (25 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:

- (i) demonstrate an understanding of the key elements of the Project;
- (ii) identify the key personnel and their specific roles in managing the Project;
- (iii) explain how the Contractor will obtain bids for the work in light of the compressed schedule for the Project;
- (iv) provide a schedule for the Project, including preconstruction and construction activities, and identifying key milestones;
- (v) describe the cost control management structures that will be used to ensure the Project is delivered on-budget; and
- (vi) provide a workable plan for managing quality issues during construction;
- (vii) describe the key challenges inherent in the Project and explain how they will be overcome or mitigated.

This element of the evaluation is worth up to twenty five (25) 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 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 full original proposal (pricing and technical submission); two (2) copies of the pricing proposal (Form of Offer Letter and any spreadsheets and/or other pricing document referenced in the Form of Offer Letter); and eight (8) copies of the technical portion of the proposals (i.e. all portions of the proposal excluding the Form of Offer Letter and any spreadsheet or other pricing document referenced in the Form of Offer Letter). Copies of the technical proposal should **not** include the Form of Offer Letter or any spreadsheet or other pricing document referenced in the Form of Offer Letter. The Offeror's original submission shall be placed in a sealed envelope conspicuously marked: "Proposal for Construction Services for FY15 Summer Renovations."

E.2 Delivery or Mailing of Submissions

Submissions should be delivered or mailed to:

DC Department of General Services
Att'n: James Marshall
Frank D. Reeves Center
2000 14th Street, NW, 8th Floor
Washington, DC 20009

E.3 Date and Time for Receiving Submissions

Submissions shall be received no later than 2:00 pm EST, on May 26, 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 in two volumes as follows:

E.4.1 Technical Proposal

The technical proposal shall be organized as follows:

E.4.1.1 Executive Summary

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

E.4.1.2 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 Offeror.
 - iii. A list or chart of all personnel proposed for the Project. Such list or chart should include the following information for each individual:
 - 1. The individual's name
 - 2. The individual's role
 - 3. The percentage of time that will be devoted by the individual to the Project. This should be identified for each phase of the Project.

4. The individual's resume. Resumes should indicate the individual's experience on the eight (8) relevant projects and identify the role of the individual in each past project noted on the resume. The resume should also clearly identify how long the individual has worked in the construction industry and should indicate the number of years of experience in his or her current role as well as prior roles.
 5. The individual's current workload over the next six months.
- iv. A chart showing the experience that the key team members have working together.

E.4.1.3 Relevant Experience and Capabilities

- A. Detailed descriptions of no more than eight (8) projects that best illustrate the team's experience and capabilities relevant to this project. For each such project, the Offeror should provide the information requested below:
- (i) The name and location of the project.
 - (ii) The square footage of the project
 - (iii) A short narrative of the scope of the contractor's work on the project.
 - (iv) The delivery method implemented on the project.
 - (v) The start and end dates for construction.
 - (vi) The initial substantial completion date and initial contract value, also noting the contract type (i.e., GMP, NTE or Lump Sum).
 - (vii) The level of completion of design documents that the initial contract value was based on.
 - (viii) The actual substantial completion date and the final contract value.

E.4.1.4 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.4.1.5 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 years and its success in achieving such goals (creativity should be displayed regarding joint-venture and subcontractor agreements).

E.4.1.6 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.

E.4.2 Cost Proposal

The Cost proposal shall be organized as follows:

E.4.2.1 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.4.2.2 Disclosure Form

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

E.4.2.3 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.4.2.4 Bid Bond

Each Offeror shall submit with their proposal a bid bond in the amount specified and further explain in Section J.1 below.

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

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 May 8, 2015 10:30 a.m. The conference will be held at the Frank D. Reeves Center, 2nd Floor Community Room, 2000 14th 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 May 19, 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 of the Department's Procurement Regulations (27 DCMR § 4712).

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 have 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.
- A. 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.

- B. 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 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. The Contractor shall be responsible for the payment of all costs associated with the required insurance, including any and all premiums and, in the case of a claim, any applicable deductible.

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 One Million Dollars (\$1,000,000) for liability for bodily injury, death and property damage arising from any one occurrence and One Million Dollars (\$1,000,000) 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 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.1.4 Excess umbrella liability coverage (on at least a follow form basis) and when combined with the general liability policy has an aggregate limit of at least Five Million Dollars (\$5,000,000).

G.1.5 Builder’s risk insurance written on an “all risk” basis and covering the value of the improvements being constructed. This coverage does not need to be maintained until such time as construction operations begin.

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.

SECTION J BONDS

J.1 Bid Bond

Offerors are required to submit with their proposal a bid bond in the amount of Thirty Five Thousand Dollars (\$35,000). All bonding companies must be included on the Department of Treasury's Listing of Approved Sureties. Alternatively, Offerors may submit a cashier's check or irrevocable letter of credit in lieu of a bid bond. However, in the event an Offeror who is awarded a contract fails to post a payment and performance bond for the full value of the contract, the Offeror shall thereby forfeit the full amount of the cashier's check or letter of credit, and the Department shall collect such funds as liquidated damages. If the Offeror chooses to submit a cashier's check or letter of credit in lieu of a bid bond, the Offeror must complete the form included as **Attachment F** and return, notarized, with the Offeror's bid. Letters of credit must be: (i) unconditional and standby; (ii) irrevocable; (iii) issued by an FDIC insured institution that is reasonably acceptable to DGS; and (iv) able to be drawn on in the Washington, DC metropolitan area. The letter of credit shall provide that it may be drawn upon if the holder of the letter of credit submits a signed statement by DGS's contracting officer stating that the Offeror has failed to enter into a contract consistent with the terms of this procurement and the Offeror's bid submitted thereunder.

J.2 Trade Subcontractor Bonds

The Form of Contract will require that all trade subcontractors provide a payment and performance bond having a penal value equal to 100% of the cost of the trade subcontract. All such bonds shall be written on a dual-obligee basis.

J.3 Contractor's Payment and Performance Bond

In addition to the trade subcontractor bonds required by Section J.2, the Contractor will be required to post a payment and performance bond having a penal value equal to the Guaranteed Maximum Price at the time the Contract is executed.

Attachment A

Scopes of Work and Project Budgets

Attachment A to RFP for FY15 Summer Renovations/Stabilization**Solicitation Number: DCAM-15-CS-0127**

#	Project School	Address	Budget
1	Oyster Adams Bilingual School	2020 19th St. NW, Washington, DC 20009	\$ 750,000.00
2	Brent Elementary School	301 North Carolina Ave. SE, Washington, DC 20003	\$ 950,000.00
3	CW Harris Elementary School	301 53rd St. SE, Washington, DC 20019	\$ 750,000.00
4	CW Harris Elementary School	301 53rd St. SE, Washington, DC 20019	\$ 600,000.00
5	Drew Elementary School	5600 Eads St. NE, Washington, DC 20019	\$ 600,000.00
6	Eliot Hine Middle School	1830 Constitution Ave NE, Washington, DC 20002	\$ 950,000.00
7	Francis-Stevens Education Campus	2425 N St NW, Washington, DC 20037	\$ 900,000.00
8	Logan Montessori School	215 G St NE, Washington, DC 20002	\$ 500,000.00
9	Turner Elementary School	1500 Mississippi Avenue SE, Washington, DC 20032	\$ 450,000.00
10	Garfield Elementary School	2435 Alabama Avenue SE, Washington, DC 20020	\$ 750,000.00

Project 1

Oster Adams Bilingual School

In general, the work at Oster Adams Bilingual School are expected to include replacement of interior lighting fixtures and a limited number of existing exterior light fixtures with new, energy efficient LED (Light Emitting Diode) fixtures with advanced controls including centralized control, scheduling, and daylight control (daylight sensing and automatic shades).

Project 2

Brent Elementary School

In general, the work at Brent will involve reconfiguring and renovating various interior spaces throughout the building as described below. The renovations shall include, as necessary, selective demolition, adding electrical power, low-voltage data drops, installing new flooring, installing new ceilings and lights, installing window shades, choosing floor and wall tile materials and patterns, replacing bathroom fixtures and partitions, choosing paint colors, choosing casework, and any other design features necessary to create a functioning space that meets the Department's design standards. The scope of work is described below and in the attached annotated floor plans.

First Floor

- Renovation of the girls and boys restrooms to include new finishes, fixtures, lights and ceiling.
- Addition of a wall and door creating a conference room separate from the principal's office.

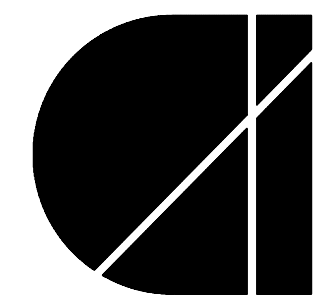
Second Floor

- Moving the current staff lounge to the current teacher's workroom location.
- Converting the current staff lounge into the science classroom (currently on the third floor).
- Converting the storage rooms at the ends of the corridors into staff offices.
- Renovating the girls, boys, and staff restrooms to include new finishes, fixtures, lights and ceiling.

Third Floor

- Converting the existing science classroom into an additional 4th grade classroom.
- Converting the storage rooms at the ends of the corridors into staff offices.
- Renovating the girls, boys, and staff restrooms to include new finishes, fixtures, lights and ceiling.

An annotated layout of the building follows this page.



ARCHITECTURE
INCORPORATED

1902 CAMPUS COMMONS DRIVE
SUITE 101
RESTON, VIRGINIA 20191
Fax: 703-264-0733
WWW.ARCHINC.COM
703-476-3900

CLASSROOM MODERNIZATION - PHASE I
BRENT ELEMENTARY SCHOOL
OPEFM - OFFICE OF PUBLIC EDUCATION
FACILITIES MODERNIZATION
WASHINGTON, D.C.

Project 29042.01

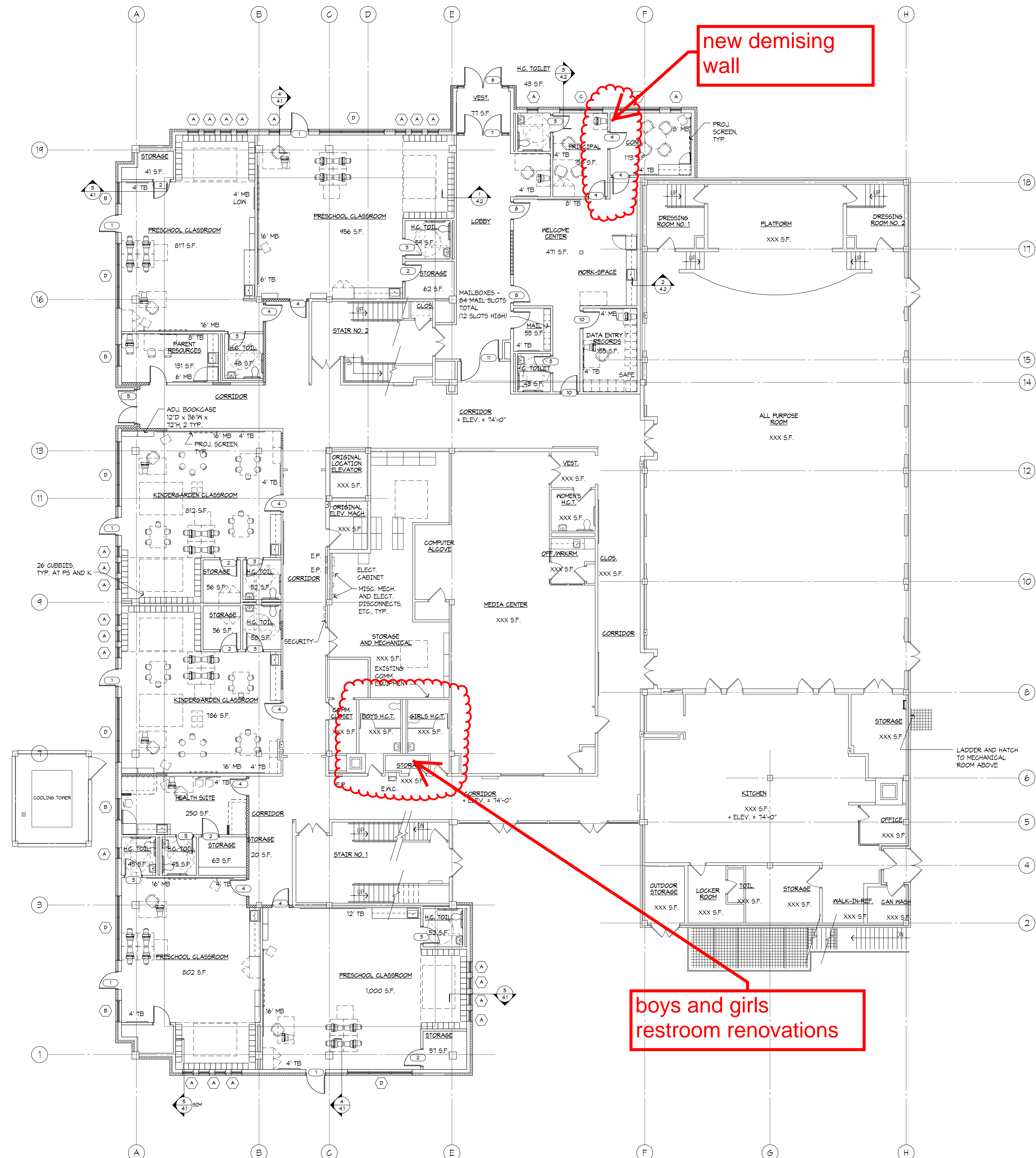
Revisions:
CONSTRUCTION SET

**NEW WORK
GROUND
FLOOR PLAN**

OWNER'S PROJECT NO. XXX
Scale: 1/8"=1'-0"
Drawn: EAP
Checked: CRS
Date: 05/11/09

A1.1

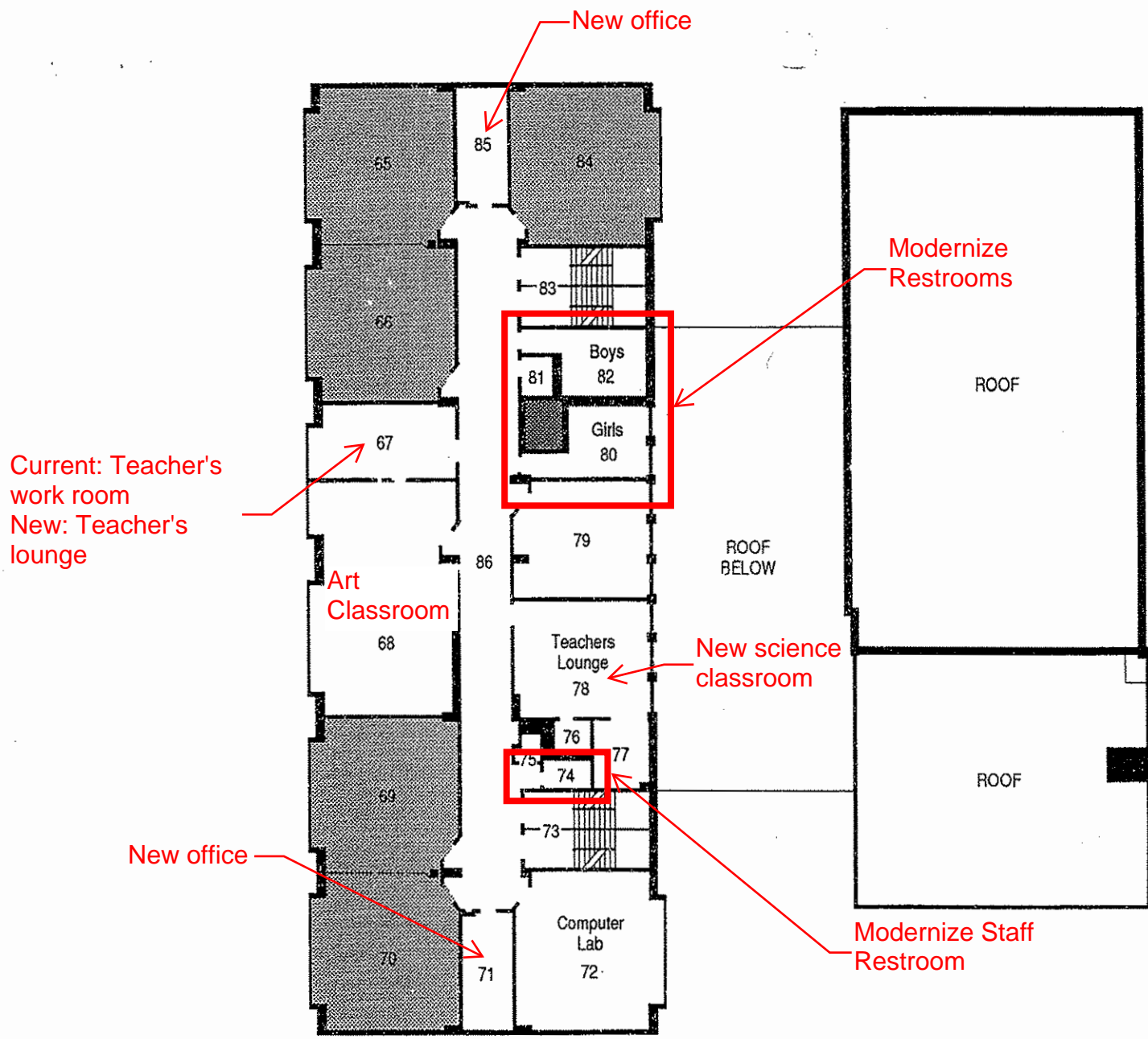
Sheet XX of XX

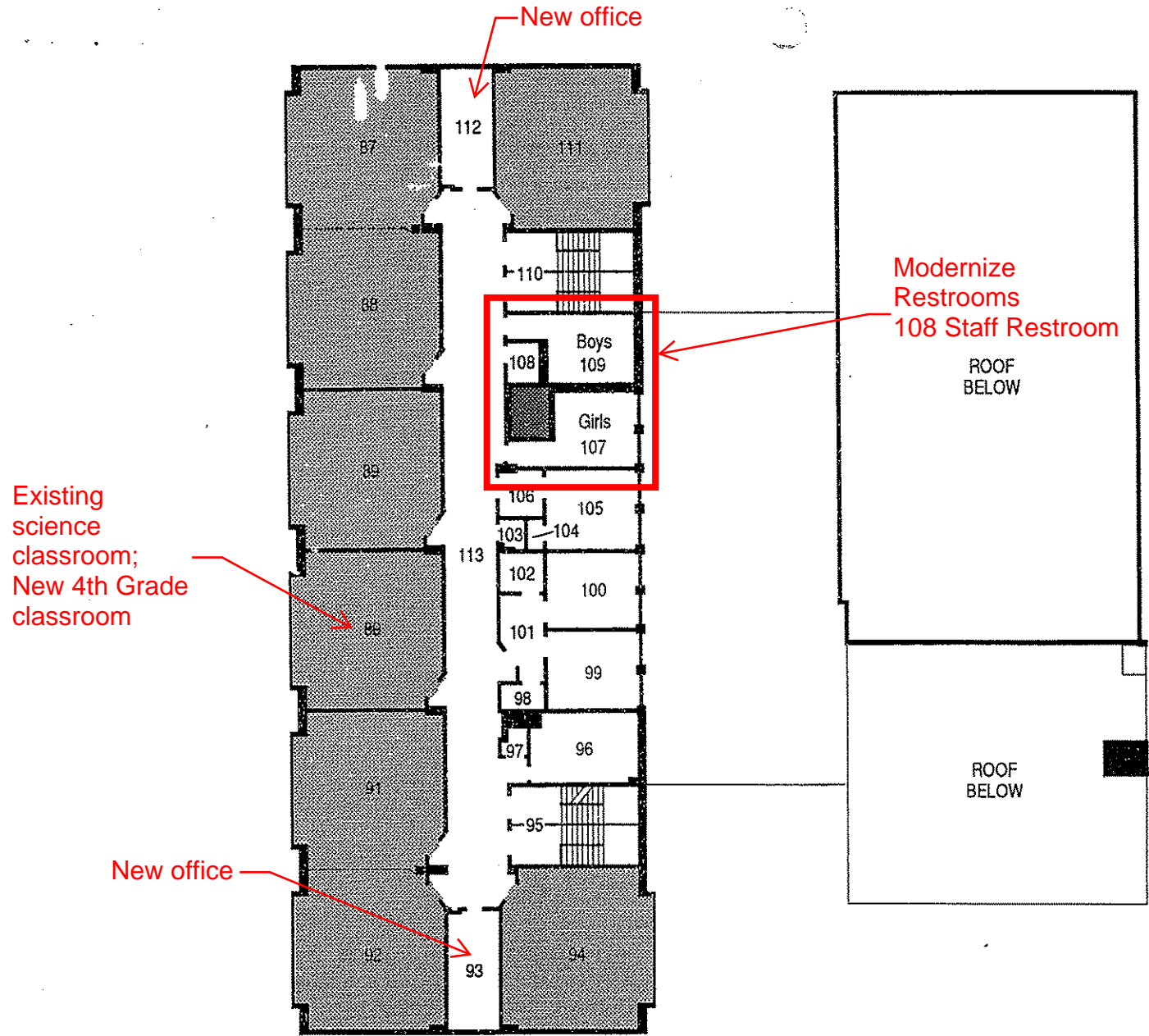


new demising wall

boys and girls restroom renovations

1 NEW WORK GROUND FLOOR PLAN
1/8" = 1'-0"





Project 3

CW Harris Elementary School – Early Childhood Education Wing Build Out

In general, the work associated with the build out of the early childhood education wing at CW Harris will involve reconfiguration and renovation as described below. The renovations are expected to include shall include, as necessary, selective demolition, adding electrical power, low-voltage data drops, installing new flooring, installing new ceilings and lights.

First Floor

Early Childhood Classrooms

- New flooring, ceilings, lights, classroom doors;
- Addition of new casework including elevated storage cabinets and base wall cabinets with a sink with drinking fountain;
- New marker and tack boards; and
- New exterior windows.

Storage Room Conversion

- Convert the storage room adjacent to the ECE classroom into an ECE staff office.
New flooring, ceilings, lights, door; new marker and tack boards

ECE Wing Corridor

- New flooring, ceiling, lights, tile wainscoting and base

UPO Early Learning Center Classrooms

- New flooring, ceilings, lights, classroom doors;
- Addition of a dividing wall in one room to create a sleeping room to include viewing window, window shades, and separate lighting controls.

An annotated layout of the building follows this page.

Project 4

CW Harris Elementary School – Bathroom Renovations

In general, the work associated with the bathroom renovations at CW Harris include the following:

First Floor:

Girls, Boys, and Staff Restrooms

- Renovation of the girls and boys restrooms to include furnishing and installing new toilet partitions, finishes, fixtures, lights and ceiling.

Second Floor:

Girls, Boys, and Staff Restrooms

- Renovation of the girls and boys restrooms to include furnishing and installing new toilet partitions, finishes, fixtures, lights and ceiling.

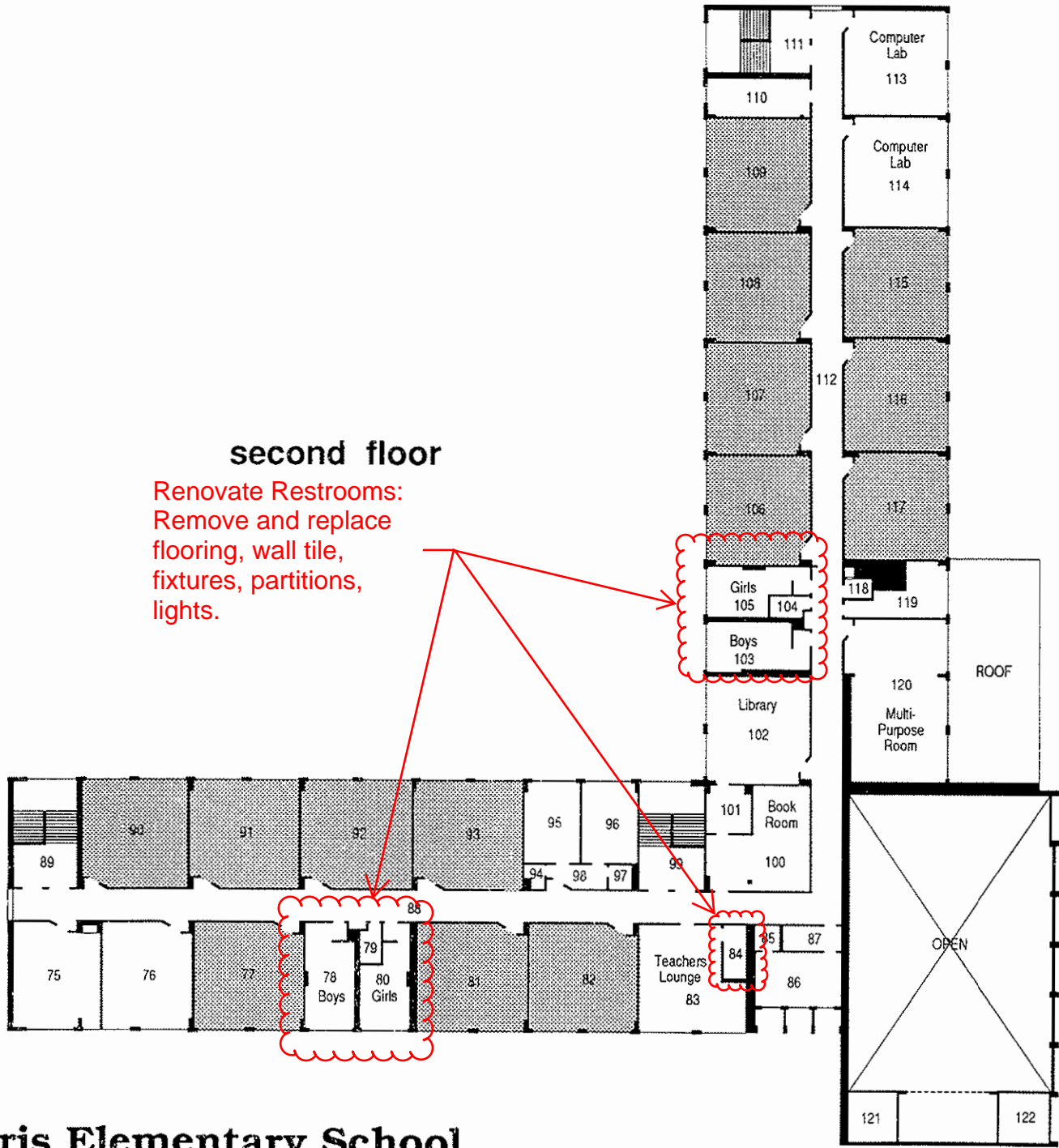
An annotated layout of the building follows this page.



first floor

Renovate Restrooms:
Remove and replace
flooring, wall tile,
fixtures, partitions,
lights.

C.W. Harris Elementary School



C.W. Harris Elementary School

Project 5

Drew Elementary School

Summary

In general, the work at Drew will include the renovation of existing space to create special education classrooms and related support spaces as described below.

Second Floor

- Modernize two existing classrooms as shown on the attached floor plans. The new classrooms should look substantially like the classrooms modernized during the 2010 Phase 1 Modernization project. In general, the classrooms will receive new flooring, ceilings, lights, and classroom doors; new casework including elevated storage cabinets and base wall cabinets including a sink with drinking fountain; new marker and tack boards; new HVAC unit ventilators.
- Teacher work room—Renovate the existing teacher workroom including the restroom. The work room will receive new flooring, ceilings, lights, and doors; new casework including elevated storage cabinets and base wall cabinets including a sink; new marker and tack boards; new HVAC unit ventilators.

Third Floor

- Modernize one existing classroom as shown on the attached floor plans. The new classrooms should look substantially like the classrooms modernized during the 2010 Phase 1 Modernization project. In general, the classrooms will receive new flooring, ceilings, lights, and classroom doors; new casework including elevated storage cabinets and base wall cabinets including a sink with drinking fountain; new marker and tack boards; new HVAC unit ventilators.

Fourth Floor

- Book storage room—Remove existing storage racks and design new storage solutions taking into consideration the standard and specialized instruction storage needs. The room will receive new flooring, lights, and door, if required.

An annotated layout of the building follows this page.



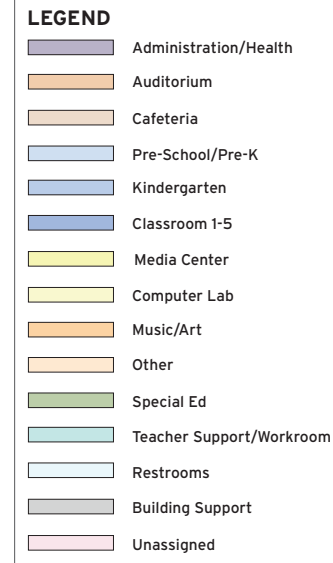
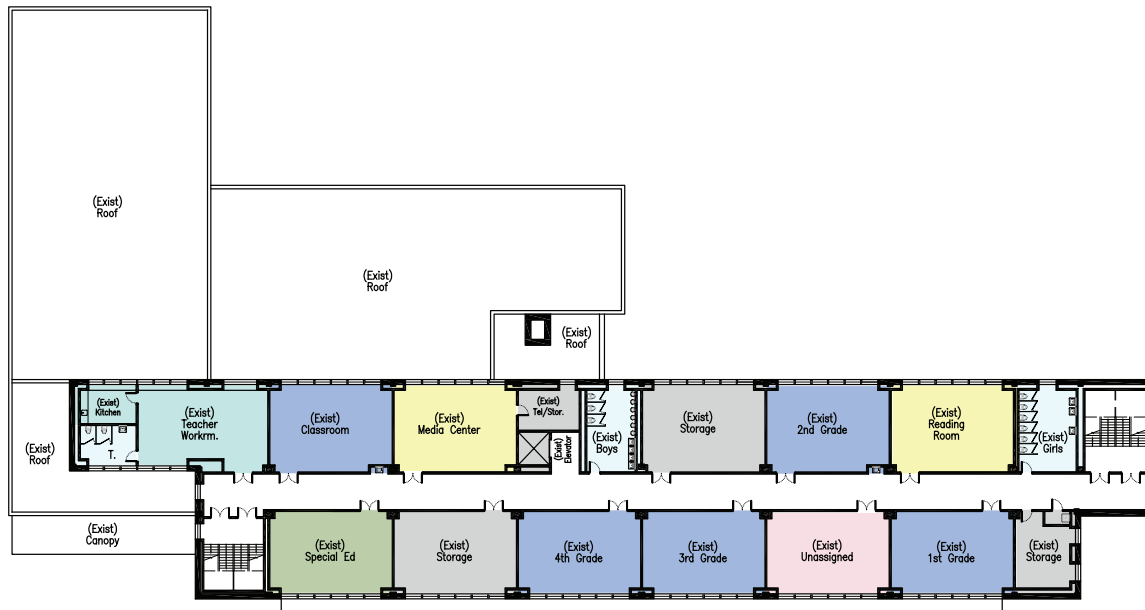
LEGEND

- Administration/Health
- Auditorium
- Cafeteria
- Pre-School/Pre-K
- Kindergarten
- Classroom 1-5
- Media Center
- Computer Lab
- Music/Art
- Other
- Special Ed
- Teacher Support/Workroom
- Restrooms
- Building Support
- Unassigned

FIRST FLOOR EXISTING



EXISTING FLOOR PLANS BLOCKING AND STACKING



SECOND FLOOR EXISTING



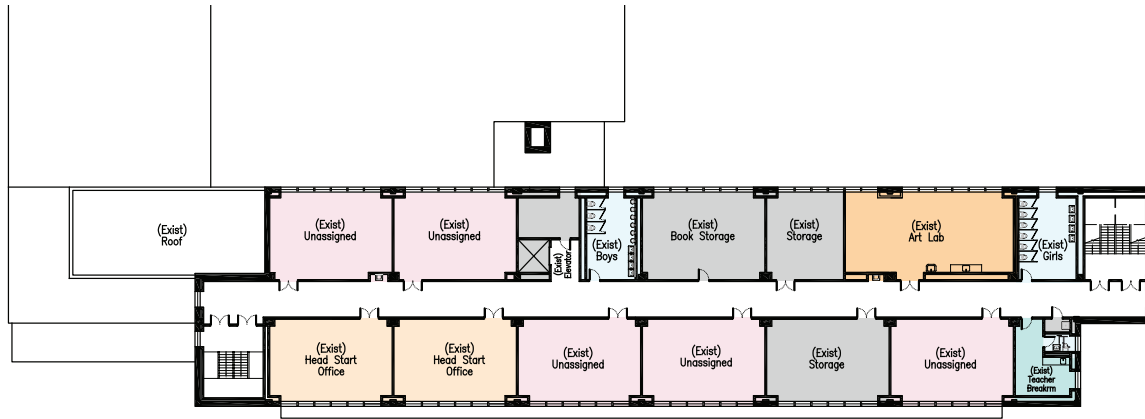
EXISTING FLOOR PLANS BLOCKING AND STACKING

DREW ELEMENTARY SCHOOL MODERNIZATION

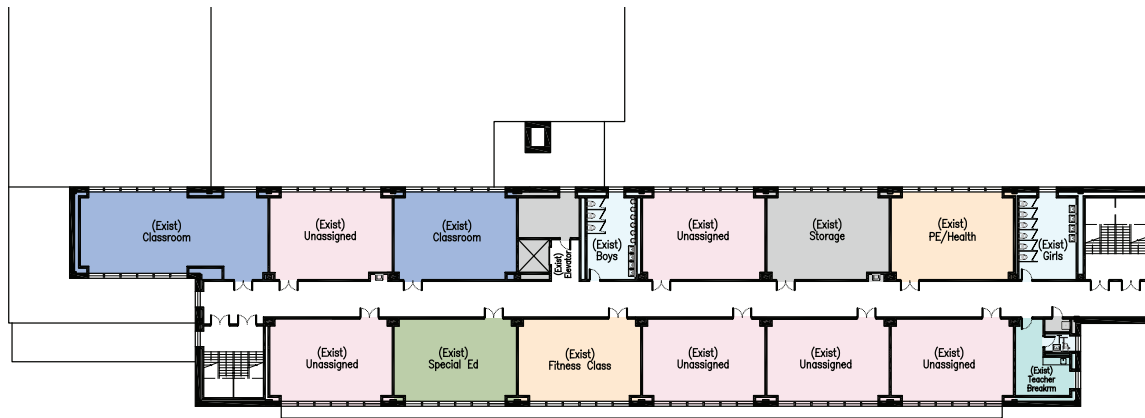
NORTHEAST, WASHINGTON DC

SCHEMATIC DESIGN SUBMISSION

FEBRUARY 10, 2010



FOURTH FLOOR EXISTING



THIRD FLOOR EXISTING

LEGEND

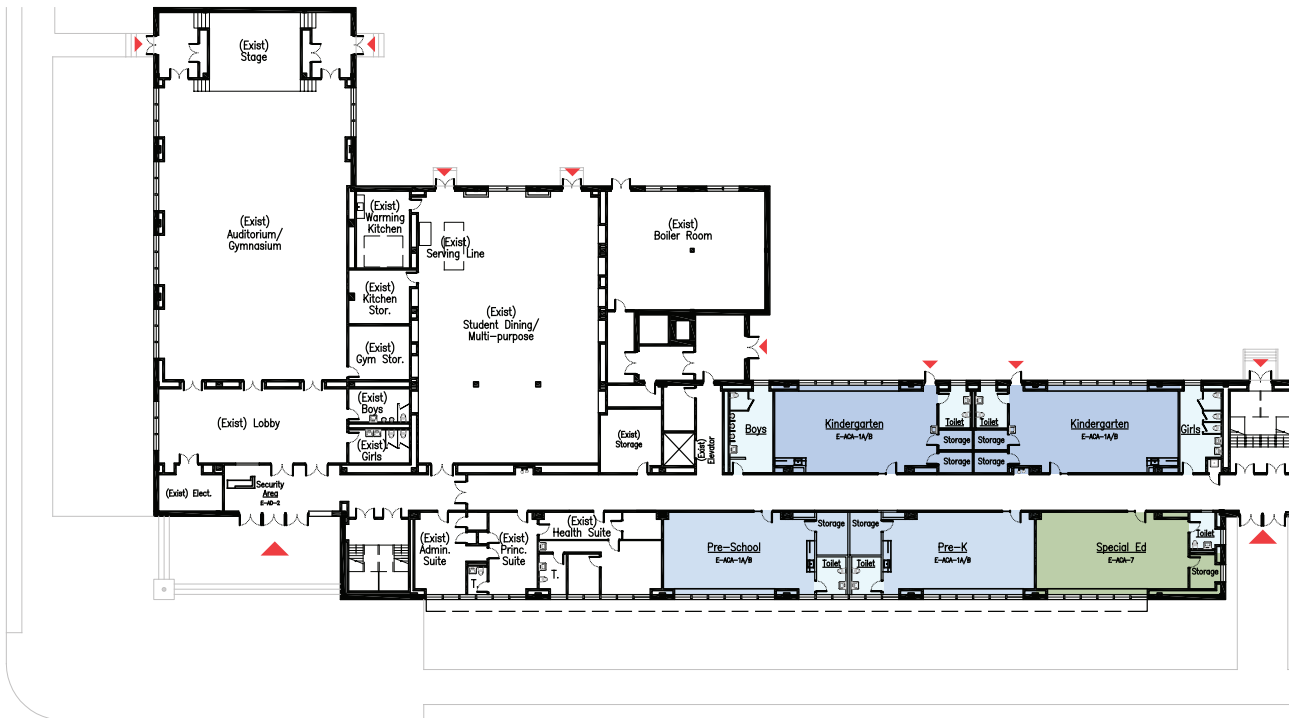
- Administration/Health
- Auditorium
- Cafeteria
- Pre-School/Pre-K
- Kindergarten
- Classroom 1-5
- Media Center
- Computer Lab
- Music/Art
- Other
- Special Ed
- Teacher Support/Workroom
- Restrooms
- Building Support
- Unassigned



EXISTING FLOOR PLANS BLOCKING AND STACKING

PHASE I: CORE ACADEMIC SPACES

- Classrooms / Corridors / Student Toilets
- New Doors/Windows at Academic Bar (approx 75%)
- Un-modernized spaces to be re-programmed accordingly



LEGEND

- Administration/Health
- Auditorium
- Cafeteria
- Pre-School/Pre-K
- Kindergarten
- Classroom 1-5
- Media Center
- Computer Lab
- Music/Art
- Other
- Special Ed
- Teacher Support/Workroom
- Restrooms
- Building Support
- Unassigned

FIRST FLOOR PHASE I



PHASE I: CORE ACADEMIC SPACES

- Classrooms / Corridors / Student Toilets
- New Doors/Windows at Academic Bar (approx 75%)
- Un-modernized spaces to be re-programmed accordingly



LEGEND

	Administration/Health
	Auditorium
	Cafeteria
	Pre-School/Pre-K
	Kindergarten
	Classroom 1-5
	Media Center
	Computer Lab
	Music/Art
	Other
	Special Ed
	Teacher Support/Workroom
	Restrooms
	Building Support
	Unassigned

SECOND FLOOR PHASE I

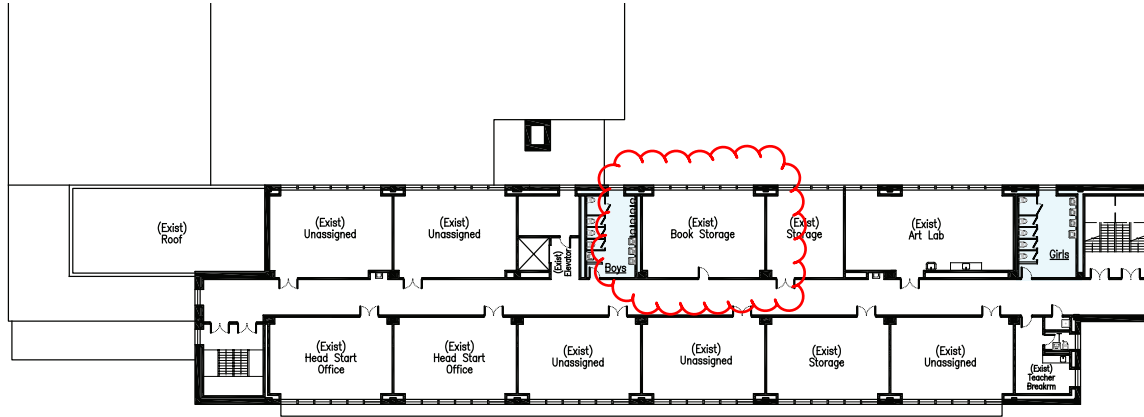


DREW ELEMENTARY SCHOOL MODERNIZATION

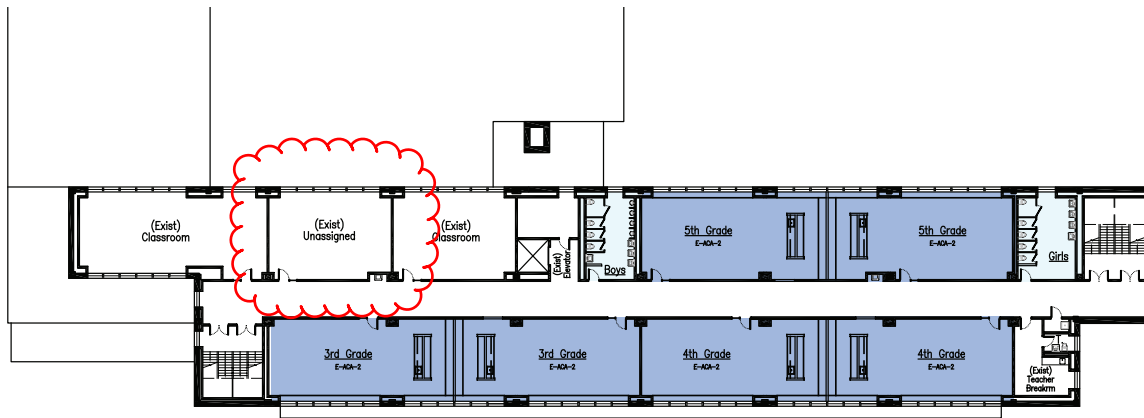
NORTHEAST, WASHINGTON DC

SCHEMATIC DESIGN SUBMISSION

FEBRUARY 10, 2010



FOURTH FLOOR PHASE I



THIRD FLOOR PHASE I

PHASE I: CORE ACADEMIC SPACES

- Classrooms / Corridors / Student Toilets
- New Doors/Windows at Academic Bar (approx 75%)
- Un-modernized spaces to be re-programmed accordingly

LEGEND

- Administration/Health
- Auditorium
- Cafeteria
- Pre-School/Pre-K
- Kindergarten
- Classroom 1-5
- Media Center
- Computer Lab
- Music/Art
- Other
- Special Ed
- Teacher Support/Workroom
- Restrooms
- Building Support
- Unassigned



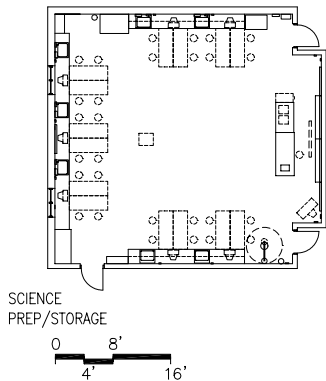
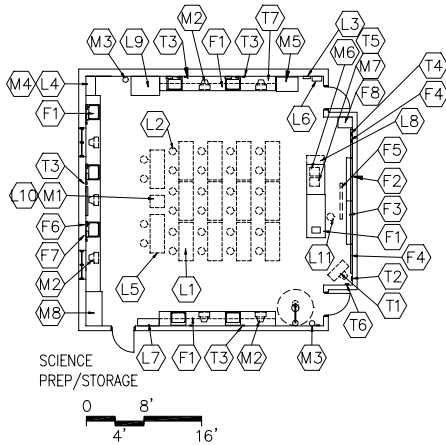
Project 6

Eliot Hine Middle School

In general, the work at Eliot Hine will involve renovating existing space to create science labs. It is anticipated that the work will involve selective demolition; installing new finishes including flooring, ceilings and lights; adding electrical power for new outlets and equipment; adding plumbing connections for sinks, floor drains, chemical showers and eye wash stations, and equipment; installation of unit ventilators to provide ventilation; installation of code-required fire suppression systems; new low-voltage data drops; new science casework including base and wall cabinets. The design guidelines for these spaces are attached.

SCIENCE CLASSROOM M-AC-2

CHAPTER 5: MIDDLE SCHOOL



CAPACITY:

- 24 students
- Teachers
- Staff

SIZE:

- 1100 SF

ANCILLARY SPACES:

- Science Prep/Storage (M-AC-3)

SPATIAL RELATIONSHIPS:

- Accessible to students from Academic Core Area
- Near access to outdoors
- Adjacent and access to Science Prep/Storage
- Near Media Center for research
- Near elevator if split between floors

GOALS:

- Flexible space and layout to support delivery of entire science curriculum in any lab
- To help students become reasonable caretakers of their bodies and environment
- To help students become effective team members
- To help students become critical thinkers, problem solvers, and lifelong learners
- To help students become aware of the physical and biological world

PROGRAM ACTIVITIES:

- Large group instruction
- Small group instruction
- Experimentation
- Hands-on activities
- Team teaching
- Data collection and analysis
- Laboratory work
- Oral presentations
- Computer simulations
- Computerized instruction

ENVIRONMENTAL CONSIDERATIONS:

- Consider future technology needs; build-in flexibility to retain options
- Uniform lighting
- Rooms designed for ease of movement. Students need to be able to move around the labs with chemicals, etc., in a safe way. Rooms will be used for small group work as well as large group instruction
- Lab table tops, floors, etc., need to be resistant to acids, heat, spills, etc.
- OSHA requirements maintained
- Environmental sound control:
 - Wall minimum: STC 40
 - Ceiling minimum: CAC 35
 - Reverberation Time: .4-.6 seconds
- Electrical outlets for equipment
- Windows to provide natural light and egress
- Window treatment to darken room for AV presentations
- Adequate ventilation
- **Proportion classroom for effective viewing and listening from all areas of the classroom**
- **Auditory privacy**

NOTES:

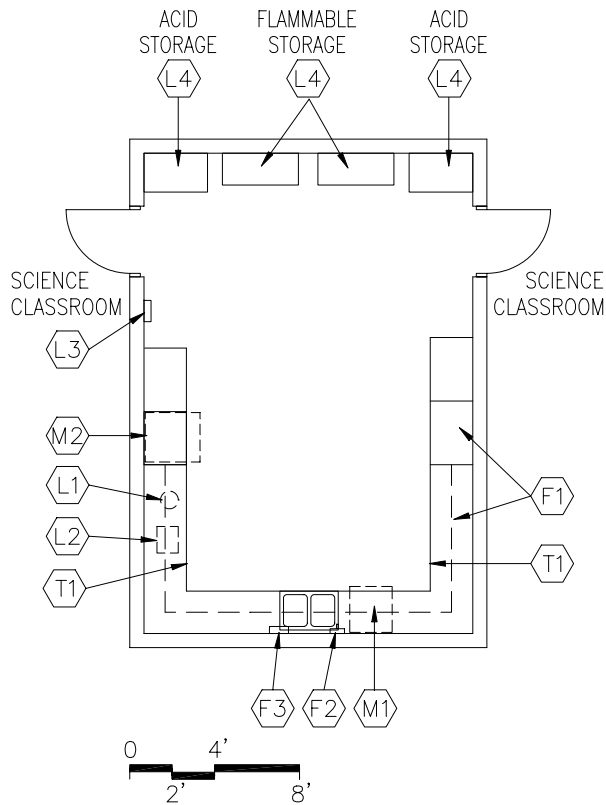
1. Loose furnishings and features shown represent one of many possible arrangements.

**SCIENCE CLASSROOM
M-AC-2**

		Spec. Ref.#			Spec. Ref.#
<u>Finishes¹:</u>			<u>Features¹:</u>		
Flooring:			Fixed Equipment:		
	Vinyl composition tile	096519	F1	Science Casework: Base/wall cabinets and shelving Tall cabinets Teacher demonstration table	123200
Base:			F2	Marker board (8 LF)	101100
	Resilient base	096519	F3	Marker board with grid (8 LF)	101100
Ceiling: (9' high minimum)			F4	Tack board (8 LF)	101100
	Suspended, acoustical	095113	F5	Manual projection screen	115213
Walls:			F6	Soap dispenser	102800
	Painted concrete masonry units	042000 / 099123	F7	Towel dispenser	102800
<u>Loose Furnishings:</u>			F8	Casework: Wardrobe	123200
L1	12 two-person adjustable height tables		<u>Fire Suppression:</u>		Div. 21
L2	24 adjustable height stools		Fire suppression system		
L3	Fire blanket		<u>Plumbing:</u>		Div. 22
L4	Microscopes (in cabinets)		Plumbing connections		
L5	Additional student tables/stools		Sinks		
L6	Goggle storage and sanitizer cabinet		All utilities for teacher demonstration table		
L7	Adjustable height bookshelves (24 LF)		Safety chemical showers/eye wash stations		
L8	Four-drawer file cabinet		Floor drains		
L9	Portable fume hood		<u>HVAC:</u>		Div. 23
L10	Multimedia cart four teacher use		Supply/return air system		
L11	Adjustable height stool for teacher Wastebasket		Independent temperature control		
<u>Miscellaneous:</u>			Fume hood		
M1	Projection device on cart	Div. 27	<u>Electrical:</u>		Div. 26
M2	7 computers for student use		Duplex receptacles		
M3	Fire extinguishers		3 per primary teaching wall		
M4	Video camera hooked to microscopes		2 per other walls		
M5	Digital science instrumentation		1 at each lab station		
M6	Printer		TVSS protected quad receptacle adjacent to each data port and video port		
M7	Color printer		Multilevel switching		
M8	Environmental chamber		Fluorescent lighting		
M9	Computer for teacher use		Illumination level: See Table 7600-16		
<u>Communications²:</u>		Div. 27	Clock		
T1	Video port, monitor, VCR/DVD, and brackets		Central sound system		
T2	Voice port and phone		Quad outlet at teacher demonstration table		
T3	2 data ports at each lab station for student use		<u>Electronic Safety and Security:</u>		Div. 28
T4	Data port near teacher workstation		Life safety devices per code		
T5	2 data port for printers				
T6	Cable/MATV port				
T7	Software to computerize some of the lab equipment				

NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.
2. Refer to the Educational Specifications — **Communications**, Section 1240.



CAPACITY:

- 1-2 staff members
- Students assistants

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Science Classrooms (M-AC-2)

GOAL:

- To allow for lab preparation

PROGRAM ACTIVITIES:

- General lab preparation
- Set-up experiments
- Store equipment

SPATIAL RELATIONSHIPS:

- Adjacent and access to two Science Classrooms
- Near Workroom

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 40
Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Exhaust system

NOTES:

1. Loose furnishings and features shown represent one of many possible arrangements.

**SCIENCE PREP/STORAGE
M-AC-3**

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Vinyl composition tile	096519	F1 Science Casework: Base/wall cabinets	123200
Base:		F2 Soap dispenser	102800
Resilient base	096519	F3 Towel dispenser	102800
Ceiling:		<u>Fire Suppression:</u>	Div. 21
Suspended, acoustical	095113	Fire <i>suppression</i> system	
Walls:		<u>Plumbing:</u>	Div. 22
Painted concrete masonry units	042000 / 099123	Plumbing connections	
<u>Loose Furnishings:</u>		Hook-up for ice maker	
L1 Autoclave (one per school)		Sink	
L2 Distiller (one per school)		<u>HVAC:</u>	Div. 23
L3 Fire blanket		Exhaust air system	
L4 Chemical storage cabinets		Supply/return air system	
Wastebasket		<u>Electrical:</u>	Div. 26
		Duplex receptacles	
		in race way above countertop	
		TVSS Protected quad receptacle	
		adjacent to each data port	
		Single-level switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		<u>Communications²:</u>	Div. 27
		T1 2 data ports	
		In apron below countertop	
		<u>Electronic Safety and Security:</u>	Div. 28
		<i>Life safety</i> devices per code	
		<u>Miscellaneous:</u>	
		M1 Dishwasher	
		M2 Refrigerator with ice maker	

NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.
2. Refer to the Educational Specifications — **Communications**, Section 1240.

Project 7

Francis-Stevens Education Campus

In general, the work at Francis-Stevens will involve the renovation of the cafeteria and kitchen as outlined below:

Cafeteria

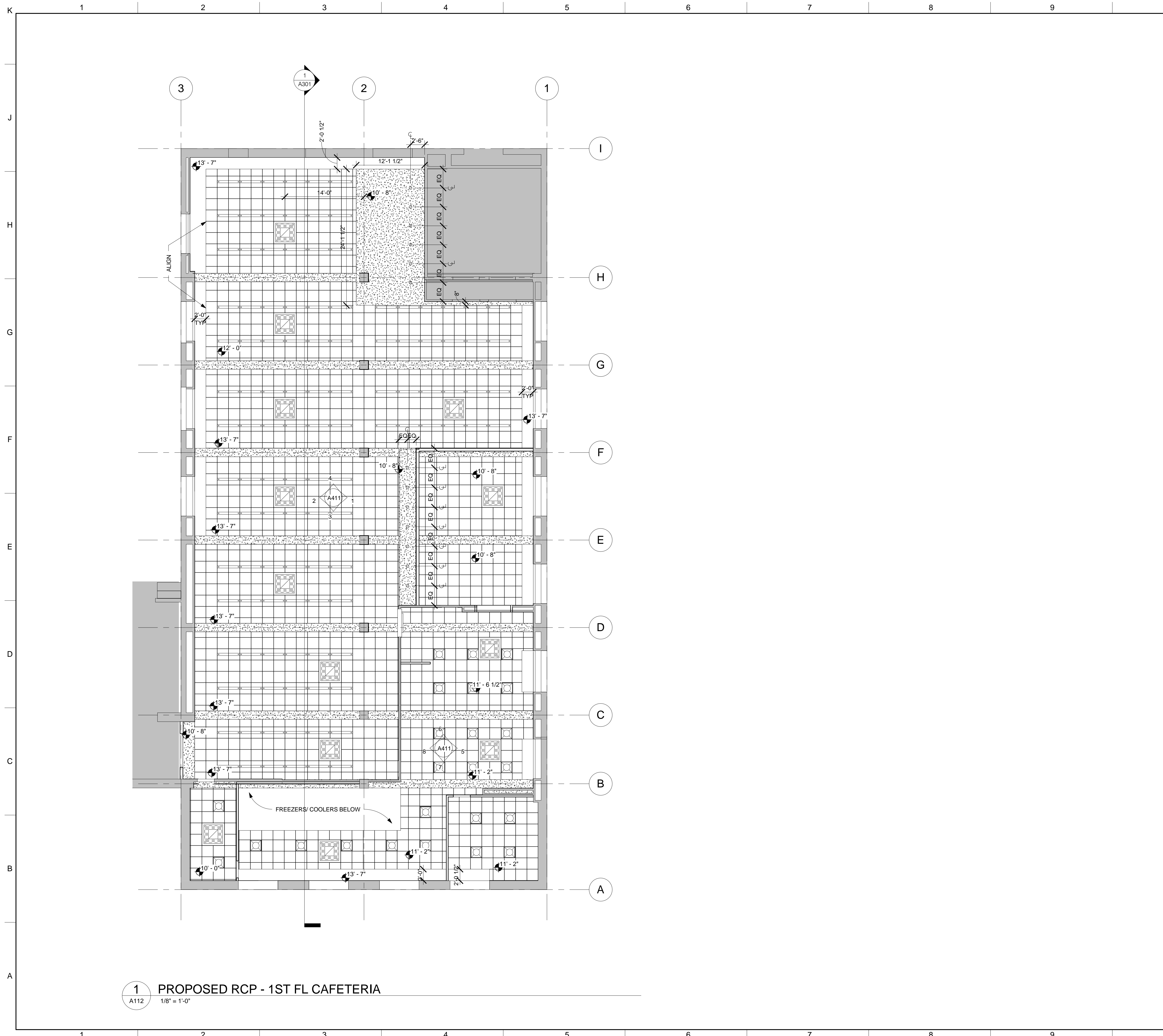
- Demolition
- Partitions, Doors/Frames/Hardware
- Flooring, ceilings, lights, doors;
- MEP as indicated including steel for RTUs,
- Food service equipment and necessary rough in
- New tile, patching of existing flooring after demo is completed
- Low voltage, fiber, relocation of OCTO rebox, WAP, data drops, speakers etc.
- New exterior windows

Kitchen

- Demolition as required
- MEP required for a fully functioning kitchen and demonstration kitchen
- Fire suppression system
- Kitchen equipment
- New exterior windows – include coordination with the placement of the hood that is to side discharge out of the window
- Low voltage and satisfaction of OCTO requirements
- Partitions, Doors/Frames/Hardware
- Flooring, ceilings, lights, doors;

The Project will include any roof work as required for the installation of Cafeteria/Kitchen related equipment as well as making connections/extensions to existing utilities and route them to required location.

Architectural concept drawings are attached.



GENERAL KEY SYMBOLS

- NOT IN CONTRACT - NIC
- ADD ALTERNATE PRICED
- DEDUCT ALTERNATE PRICED
- EXISTING TO REMAIN

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CEILING KEY LEGEND

- 24"x24" ACOUSTICAL CEILING TILE AND GRID
- 5/8" GWB CEILING
- ACOUSTIC PANELS FOR GYM CEILING
- RPF OMNIFUSOR TILES-SEE ACOUSTIC DWGS
- ALL 24" FLUORESCENT FIXTURES TO BE [A] U.O.N., SEE ELEC DWGS. [B] - 24" LENSED TROFFER FIXTURES, SEE ELEC DWGS
- FLUORESCENT FIXTURE- NOT USED
- LINEAR FLUORESCENT PENDANT FIXTURE-48", SEE ELEC DWGS
- FLUORESCENT STRIP FIXTURE
- 6" RECESSED CAN FIXTURE, SEE ELEC DWGS
- SOLATUBE DIFFUSER (SEE ROOF PLAN)
- 22" HIGH BAY COMPACT FLUORESCENT
- DECORATIVE PENDANT IN AUDITORIUM
- VRF CASSETTE
- SUPPLY DIFFUSER, SEE MECH DWGS
- RETURN DIFFUSER, SEE MECH DWGS
- SPRINKLERS, TBD
- STAINLESS STEEL EXHAUST HOOD-SEE MEP DWGS
- SPEAKER/ PAGING SPEAKER- SEE AVIT DWGS
- EXIT LIGHT
- EXIT SIGN
- WALL MOUNTED EXIT LIGHT
- FIRE EXIT

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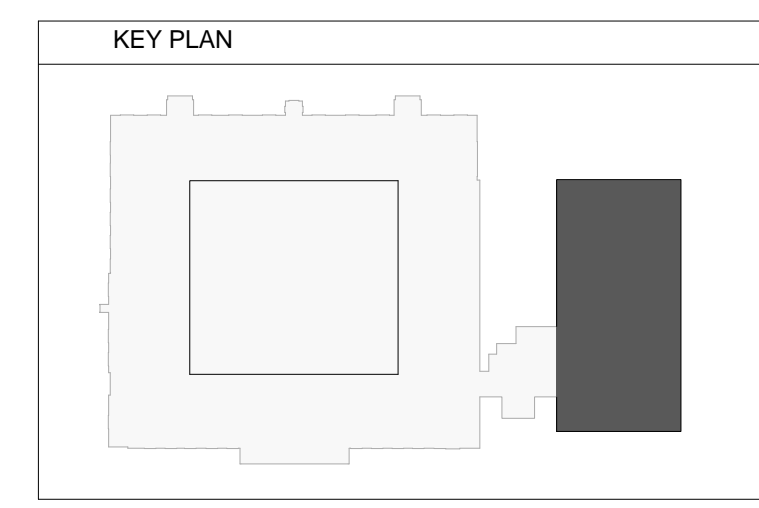
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PROJECT NUMBER: 2015-2524

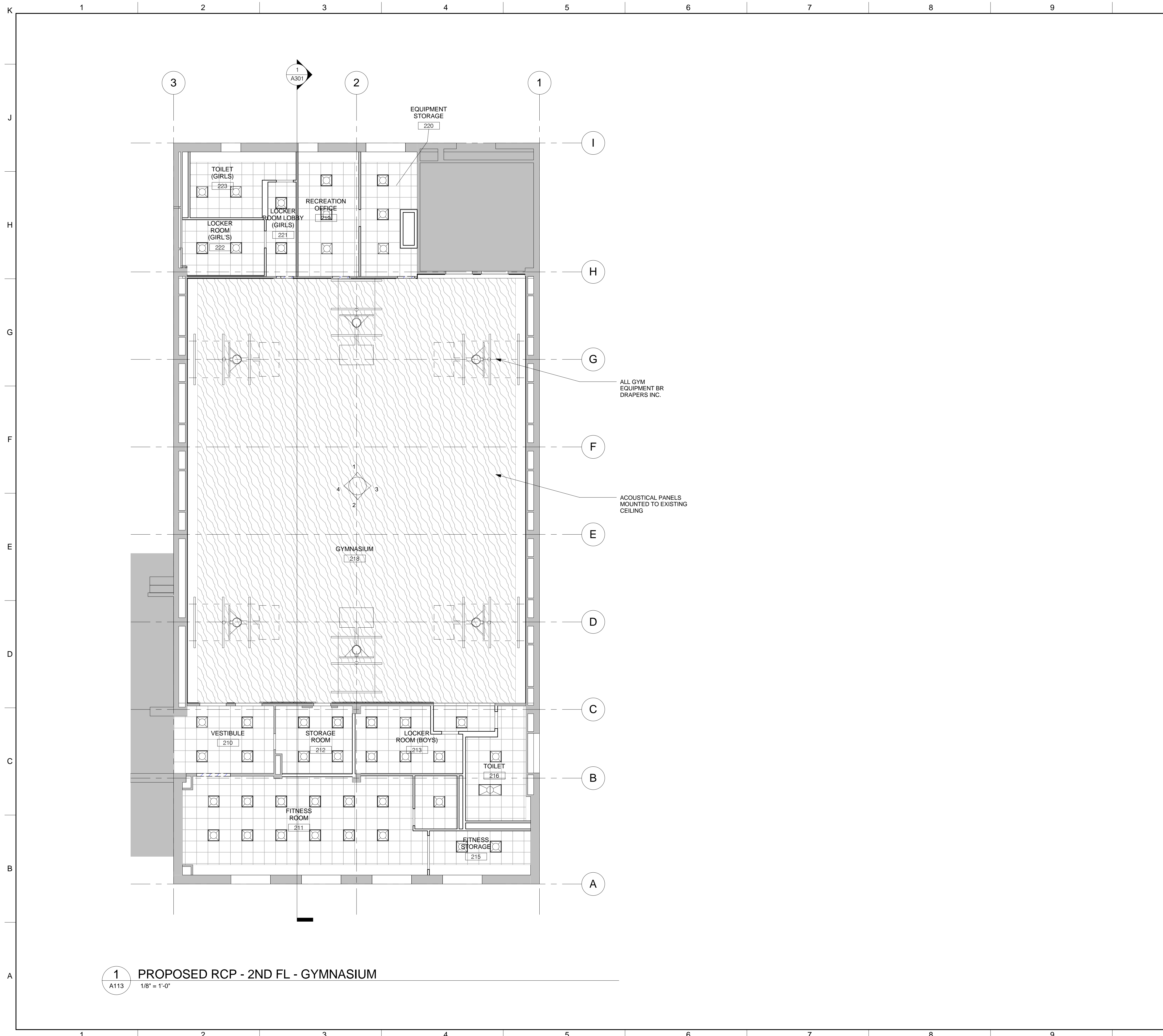
ISSUE DATE: ISSUE:



SHEET TITLE:
**PROPOSED RCP -
 1ST FLR
 CAFETERIA**

SHEET NUMBER:

A112



1 PROPOSED RCP - 2ND FL - GYMNASIUM
 A113 1/8" = 1'-0"

GENERAL KEY SYMBOLS	
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CEILING KEY LEGEND	
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	EXIT SIGN
	WALL MOUNTED EXIT LIGHT
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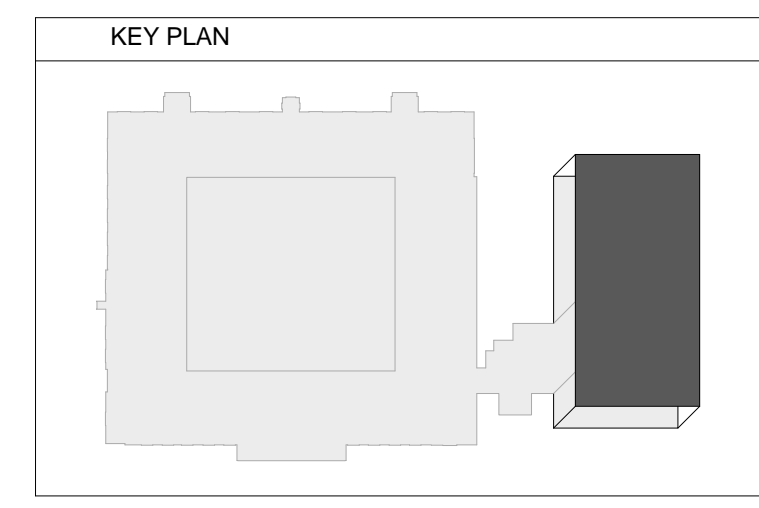
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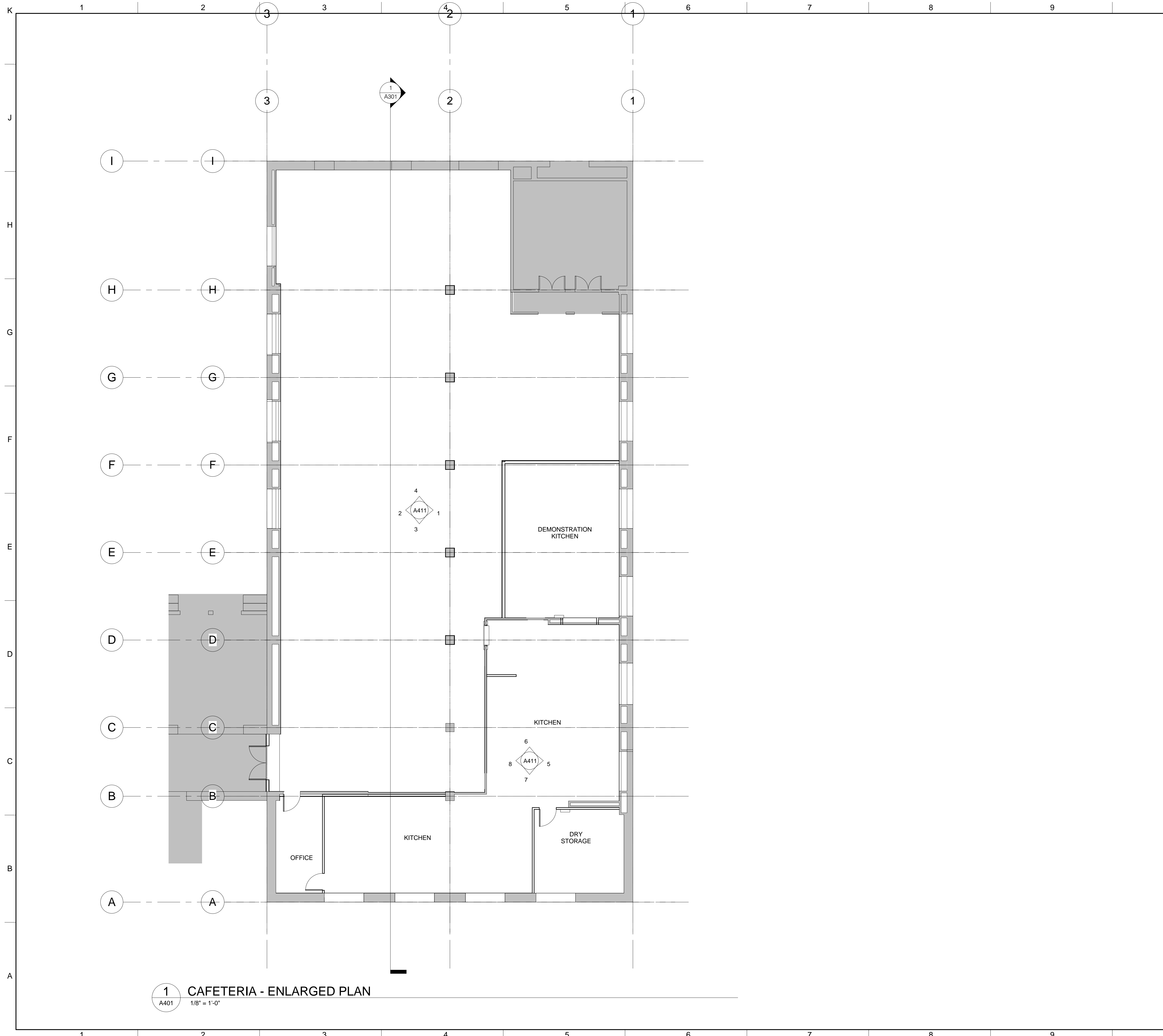
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SHEET TITLE:
**PROPOSED RCP -
 2ND FLR -
 GYMNASIUM**

SHEET NUMBER:
A113





1 CAFETERIA - ENLARGED PLAN
 A401 1/8" = 1'-0"

GENERAL KEY SYMBOLS

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	DEDUCT ALTERNATE PRICED
	EXISTING TO REMAIN

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PROJECT NUMBER: 2015-2524

ISSUE DATE:	ISSUE:

SHEET TITLE:
**ENLARGED
 CAFETERIA PLAN**

SHEET NUMBER:
A401



CAFETERIA FINISH LEGEND

- NOT IN CONTRACT - NIC
- EXISTING REFINISHED TERRAZZO TILE
- NEW VINYL FINISH
- EXISTING TO REMAIN

- ACT ACOUSTICAL CEILING TILE
- CFT CERAMIC FLOOR TILE
- CT CERAMIC TILE
- CPT CARPET
- ETR EXISTING TO REMAIN
- GWB GYPSUM WALL BOARD
- PLAM PLASTIC LAMINATE
- PTD PAINTED
- RB RUBBER BASE
- RF RUBBER FLOORING
- WD WOOD
- VYL VINYL FLOORING

CAFETERIA FINISH KEY NOTES

1. INSTALL NEW QUARRY FLOOR TILE FINISH
 2. EXISTING TO REMAIN
 3. DRY STORAGE AREA, EXISTING TO REMAIN
 4. REPAIR/ RESTORE AND REFINISH EXISTING TERRAZZO TILE FINISH
 5. INSTALL ACOUSTICAL PANEL ON WALL
 6. EXISTING CERAMIC WALL TILES TO REMAIN
- OPTION 1 -** REFINISH CERAMIC TILE WITH HIGH IMPACT SMOOTH FINISH PAINT
- OPTION 2 -** RESURFACE CERAMIC TILE WITH NEW FINISH
7. NEW PAINT DOORS, DOOR FRAMES & WINDOW TRIMS FOR ALL AREAS INDICATED
 8. INSTALL NEW WINDOWS - CURRENTLY PRICED AS AN ADD ALTERNATE
 9. NEW PAINT & FINISH ABOVE WAINSCOT WALL
 10. INSTALL NEW ACOUSTICAL CEILING TILES AND LIGHTING

ROOM FINISH SCHEDULE - CAFETERIA

ROOM NAME	GROUP	AREA	FLOOR	WALL	BASE	CEILING	COMMENTS
CAFETERIA	CAFETERIA	4887 SF	ETZ	ECR/PT	ETR	ACT	
DEMONSTRATION KITCHEN	CAFETERIA	552 SF	ETR	PT	ETR	ACT	
DRY STORAGE	CAFETERIA	235 SF	ETR	ETR/PT	TBD	PT	
KITCHEN	CAFETERIA	1369 SF	ETR	ETR/PT	ETR	ACT	
OFFICE	CAFETERIA	141 SF	ETR	PT	ETR	PT	

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PROJECT NUMBER: 2015-2524

ISSUE DATE: ISSUE:

SHEET TITLE:

**CAFETERIA FINISH
 FLOOR PLAN**

SHEET NUMBER:
A702

Project 8

Logan Montessori School

The work at Logan is expected to include renovations as described below:

First Floor – Main Building

Lobby

- Provide a permanent security station to include a desk, under counter storage and access to audio/video communication from existing aiphone and associated infrastructure.

Second Floor- Main Building

Storage Room Conversion into Classroom

- Convert Room 203, currently a storage room, into an upper elementary classroom.
- New flooring, cabinetry, sinks, casework, marker boards, tackboards, electrical outlets and data drops to match layout of existing classrooms.
- Furnish and install student desk and chairs, teacher desk and chair and wardrobe closets to match existing classrooms.

Storage Room Conversion

- Convert 2nd Floor Room indicated as “Future Classroom” into a storage room, per the floor layout.
- Furnish and install floor to ceiling metal storage shelving around the perimeter of the room.

Annex

Classroom Conversion into Science Lab

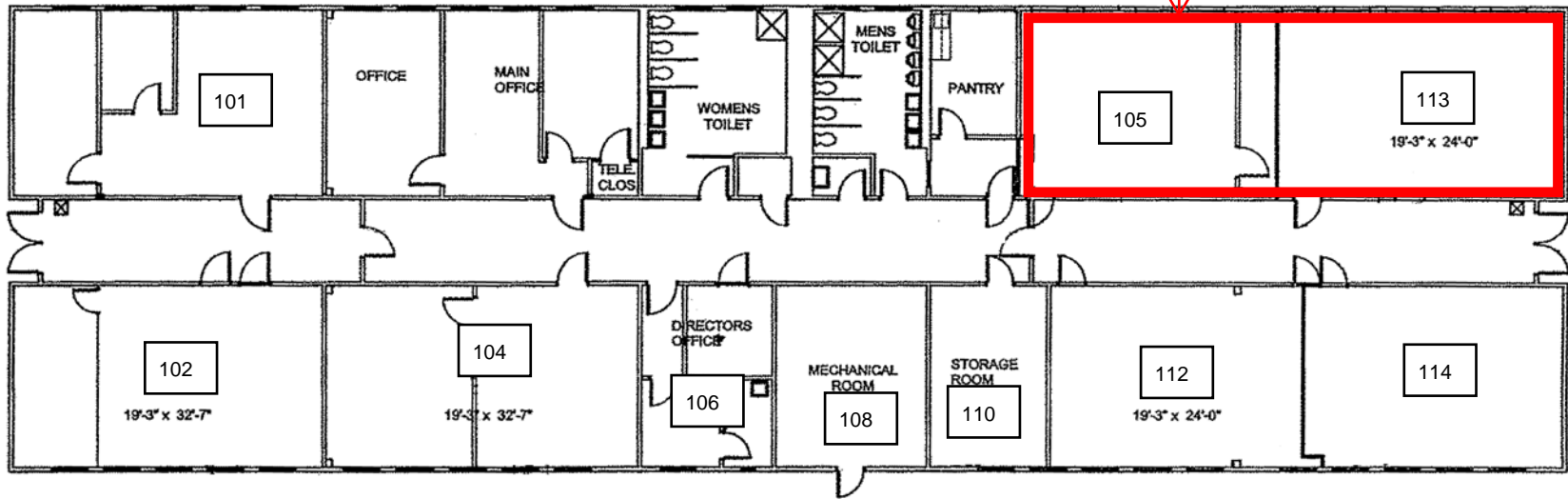
- Convert Rooms 113 and 105 in the annex, into a middle school science laboratory with preparation room.
- Demolish common wall to combine rooms 113 and 105
- New flooring, cabinetry, sinks, casework, storage shelving, marker boards, tackboards, electrical outlets and data drops in accordance the educational specifications.
- Furnish and install student science desk and stools, teacher demonstration table and chair and wardrobe closets.

Corridors

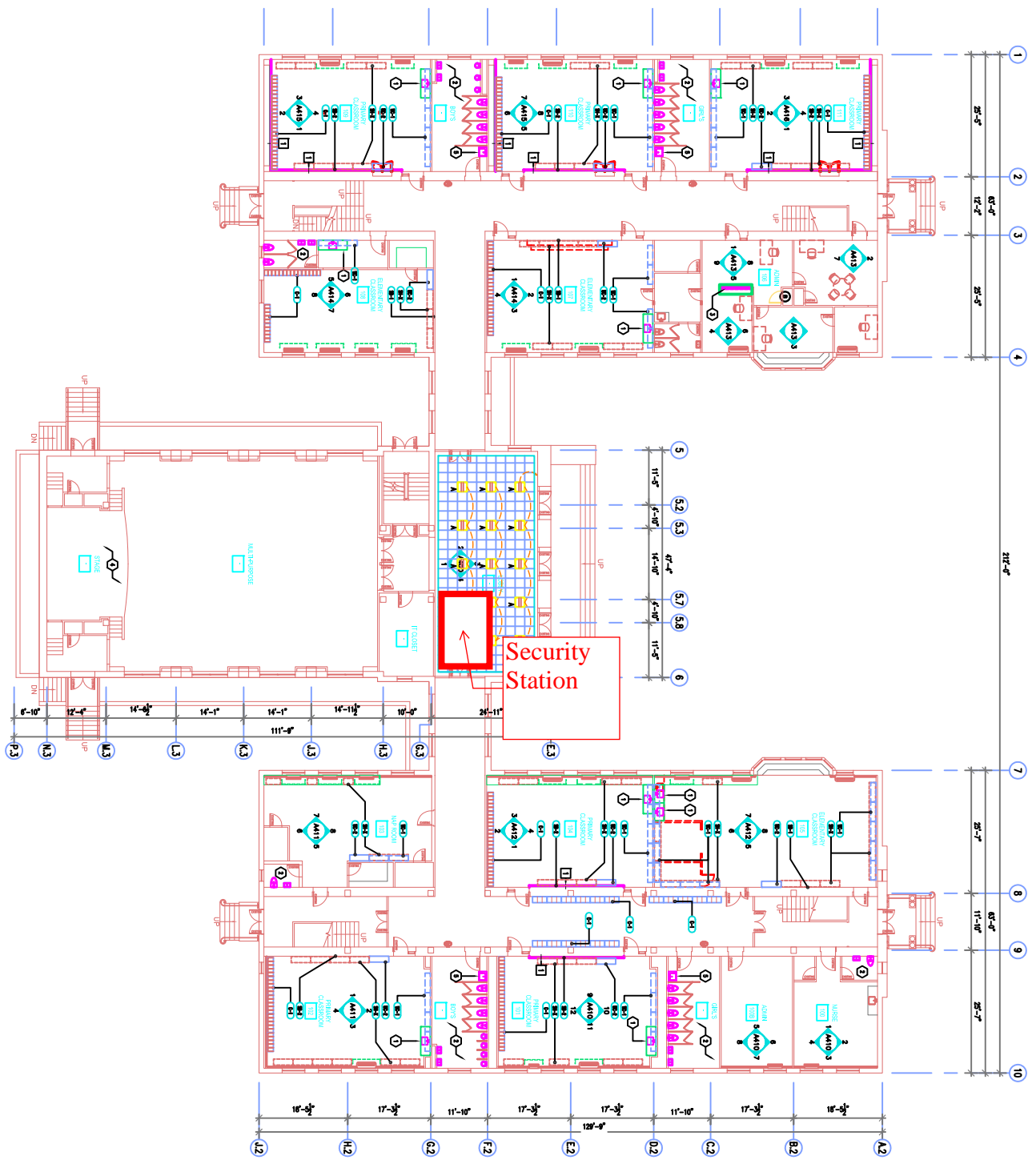
- Furnish and install fifty (50) half-height metal student lockers.

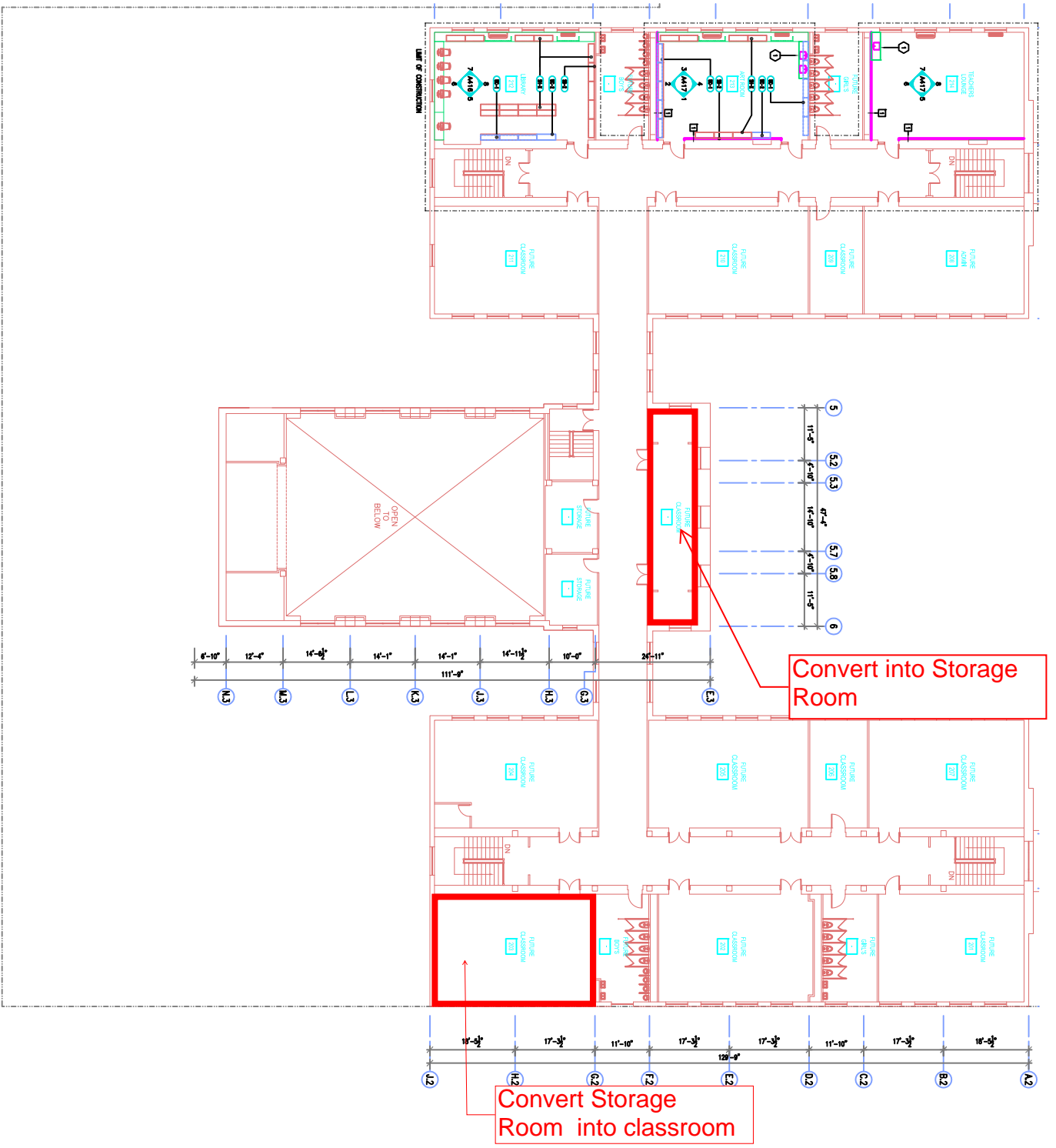
An annotated building layout follows this page.

Rooms 105 and 113 to be combined and converted into Science Room

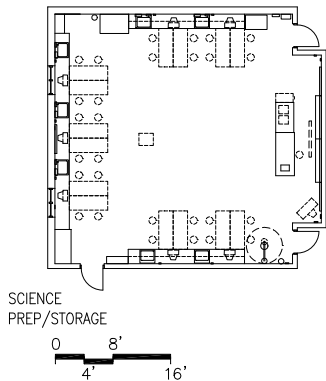
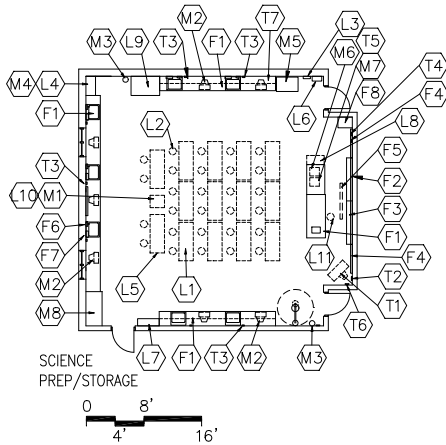


LOGAN DEMOUNTABLE





BASIS PLAN



CAPACITY:

- 24 students
- Teachers
- Staff

SIZE:

- 1100 SF

ANCILLARY SPACES:

- Science Prep/Storage (M-AC-3)

SPATIAL RELATIONSHIPS:

- Accessible to students from Academic Core Area
- Near access to outdoors
- Adjacent and access to Science Prep/Storage
- Near Media Center for research
- Near elevator if split between floors

GOALS:

- Flexible space and layout to support delivery of entire science curriculum in any lab
- To help students become reasonable caretakers of their bodies and environment
- To help students become effective team members
- To help students become critical thinkers, problem solvers, and lifelong learners
- To help students become aware of the physical and biological world

PROGRAM ACTIVITIES:

- Large group instruction
- Small group instruction
- Experimentation
- Hands-on activities
- Team teaching
- Data collection and analysis
- Laboratory work
- Oral presentations
- Computer simulations
- Computerized instruction

ENVIRONMENTAL CONSIDERATIONS:

- Consider future technology needs; build-in flexibility to retain options
- Uniform lighting
- Rooms designed for ease of movement. Students need to be able to move around the labs with chemicals, etc., in a safe way. Rooms will be used for small group work as well as large group instruction
- Lab table tops, floors, etc., need to be resistant to acids, heat, spills, etc.
- OSHA requirements maintained
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
 - Reverberation Time: .4-.6 seconds
- Electrical outlets for equipment
- Windows to provide natural light and egress
- Window treatment to darken room for AV presentations
- Adequate ventilation
- Proportion classroom for effective viewing and listening from all areas of the classroom
- Auditory privacy

NOTES:

1. Loose furnishings and features shown represent one of many possible arrangements.

**SCIENCE CLASSROOM
M-AC-2**

		Spec. Ref.#			Spec. Ref.#
<u>Finishes¹:</u>			<u>Features¹:</u>		
Flooring:			Fixed Equipment:		
Quartz tile		096618	F1	Science Casework:	123200
Base:				Base/wall cabinets and shelving	
Resilient base		096519		Tall cabinets	
Ceiling: (9' high minimum)			F2	Teacher demonstration table	
Suspended, acoustical		095113	F3	Marker board (8 LF)	101100
Walls:			F4	Marker board with grid (8 LF)	101100
Painted concrete masonry units			F5	Tack board (8 LF)	101100
		042000 / 099123	F6	Manual projection screen	115213
<u>Loose Furnishings:</u>			F7	Soap dispenser	102800
L1	12 two-person adjustable height tables		F8	Towel dispenser	102800
L2	24 adjustable height stools			Casework:	
L3	Fire blanket			Wardrobe	123200
L4	Microscopes (in cabinets)		<u>Fire Suppression:</u>		Div. 21
L5	Additional student tables/stools			Fire suppression system	
L6	Goggle storage and sanitizer cabinet		<u>Plumbing:</u>		Div. 22
L7	Adjustable height bookshelves (24 LF)			Plumbing connections	
L8	Four-drawer file cabinet			Sinks	
L9	Portable fume hood			All utilities for teacher demonstration table	
L10	Multimedia cart four teacher use			Safety chemical showers/eye wash stations	
L11	Adjustable height stool for teacher			Floor drains	
	Wastebasket		<u>HVAC:</u>		Div. 23
<u>Miscellaneous:</u>				Supply/return air system	
M1	Projection device on cart	Div. 27		Independent temperature control	
M2	7 computers for student use			Fume hood	
M3	Fire extinguishers		<u>Electrical:</u>		Div. 26
M4	Video camera hooked to microscopes			Duplex receptacles	
M5	Digital science instrumentation			3 per primary teaching wall	
M6	Printer			2 per other walls	
M7	Color printer			1 at each lab station	
M8	Environmental chamber			TVSS protected quad receptacle adjacent to each data port and video port	
M9	Computer for teacher use			Multilevel switching	
<u>Communications²:</u>		Div. 27		Fluorescent lighting	
T1	Video port, monitor, VCR/DVD, and brackets			Illumination level: See Table 7600-16	
T2	Voice port and phone			Clock	
T3	2 data ports at each lab station for student use			Central sound system	
T4	Data port near teacher workstation			Quad outlet at teacher demonstration table	
T5	2 data port for printers		<u>Electronic Safety and Security:</u>		Div. 28
T6	Cable/MATV port			Life safety devices per code	
T7	Software to computerize some of the lab equipment				

NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.
2. Refer to the Educational Specifications — Technology Section 1240.

Project 9

Turner Elementary School

In general, the work at Drew will include the renovation of existing space to create special education classrooms and related support spaces as described below.

First Floor, North Wing—New OSI Classroom with Restroom

- Convert the existing Kindergarten room 109 (room 119 on sheet A101A) and work room 110 (room 118 on sheet A101A) shown on the attached into two specialized instruction classrooms for PS/PK and K-2 students. A new wall will be added to separate the individual classrooms. A new shared restroom will be constructed between the two rooms that will also serve as passage between the two rooms. The new restroom should have two stalls, one ambulatory-accessible and one wheelchair-accessible, and a changing table. The restroom walls shall be tiled from floor-to-ceiling.
- The existing restroom will be removed and the existing storage room will be reconfigured to create more space in the room and accommodate a new utility area or nurse's station. The reconfigured areas should include storage; millwork with base cabinets and wall cabinets; a full-size refrigerator; a stackable, full-size washer and dryer. The base cabinets should include a full-size utility sink and a dishwasher.
- The existing work room 110 (118 sheet A101A) will be converted to a nurse's office. The existing built-in casework will remain and a lockable compartment added, if necessary. In addition, the office requires a new built-in desk, a vertical filing cabinet, an area for a cot, and a small, locking refrigerator.
- The means of egress through exit doors 119E and 199F and the exit discharge path to the public way shall be accessible. New concrete ramps leading from the exterior landings to the sidewalks will be required.

An annotated building layout is attached.

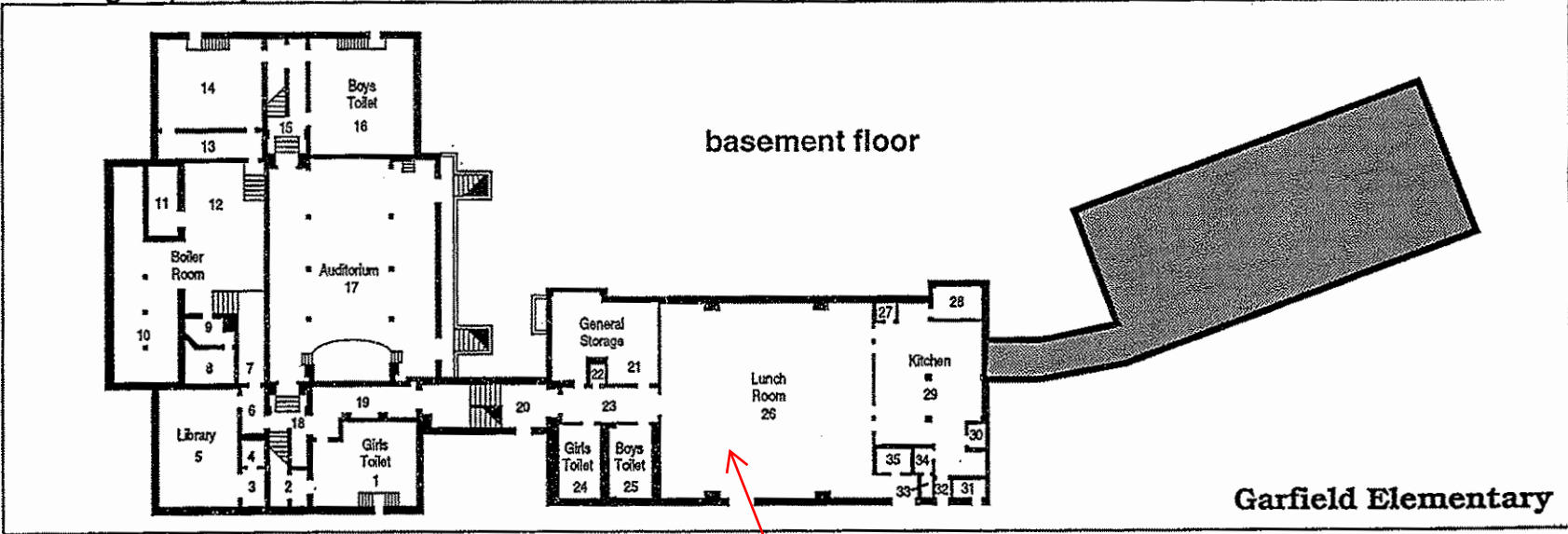
Project 10

Garfield Elementary School

In general, the work at Garfield will involve replacement of all resilient flooring in the 1957 wing and replacement of 1909 and 1957 buildings. A building layout is attached.



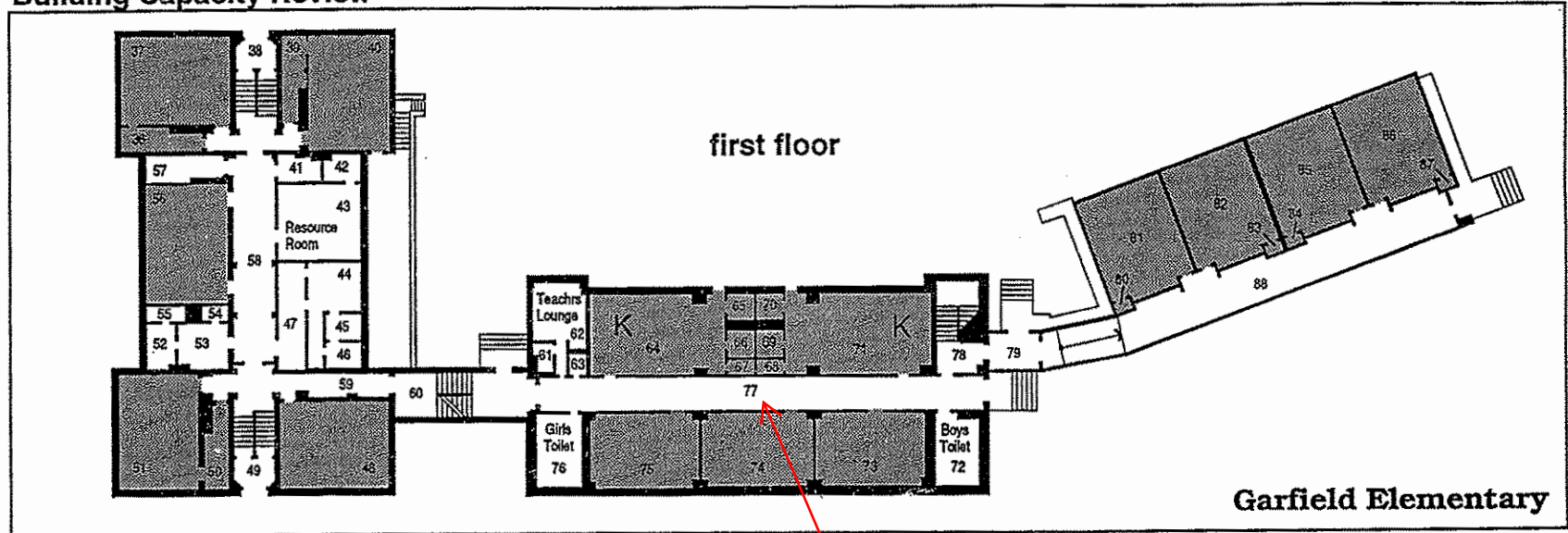
Building Capacity Review



Replace flooring

Replace interior doors

Building Capacity Review

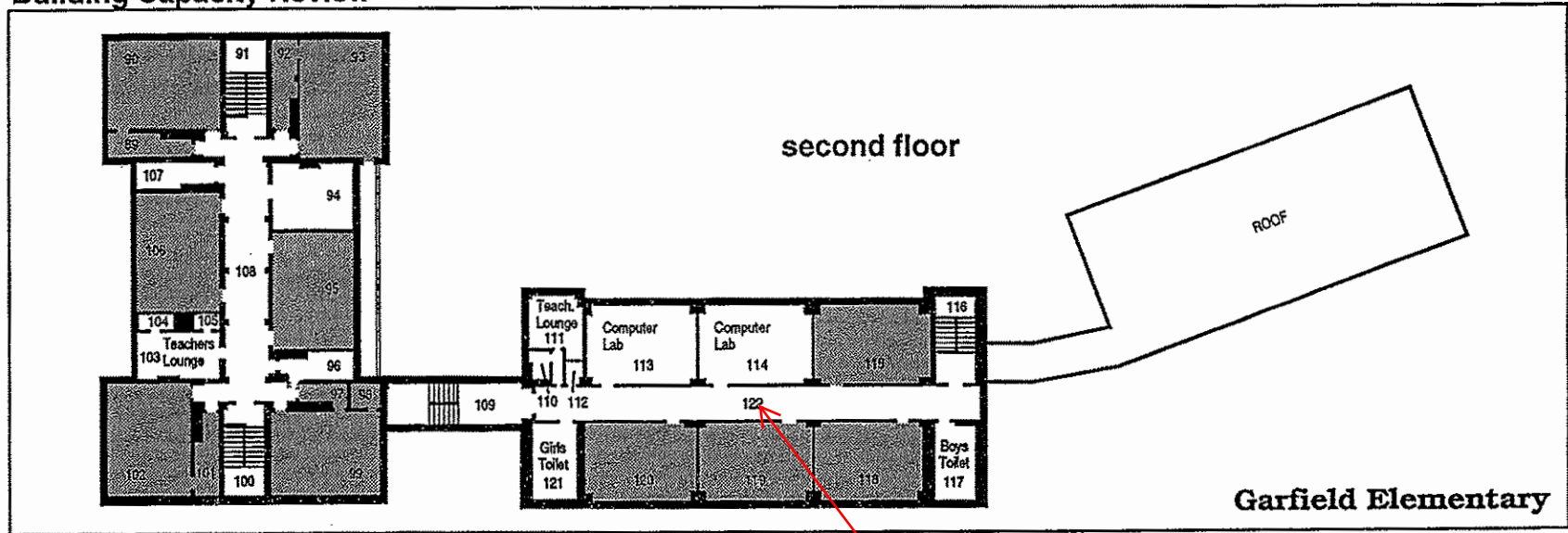


Replace flooring

Replace interior doors

April 1995

Building Capacity Review



April 1995

Attachment B

Form of Offer Letter

Attachment B

[Offeror's Letterhead]

[Insert Date]

District of Columbia Department of General Services
2000 14th Street, NW
Washington, D.C. 20009

Att'n: James Marshall
Supervisory Contract Specialist & Contracting Officer

Reference: Request for Proposals –
Construction Services for FY15 Summer Renovations

Dear Mr. Marshall:

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 construction services for the FY15 Summer Renovations. 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, the Preconstruction Fee, the Construction Fee and the Contingency Percentage (as defined in paragraph A) are based on the Bid Documents as issued and assume no material alteration of the terms of the Bid Documents (collectively, the proposal, the Preconstruction Fee, the Construction Fee, and the Contingency Percentage are referred to as the "Offeror's Bid").

The Offeror's Bid is as follows:

- A. The Preconstruction Fee is: \$(see attached spreadsheet)
- The Construction Fee is: \$(see attached spreadsheet)
- The Contingency Percentage is: \$(see attached spreadsheet)

The Offeror further acknowledges and understands that the Preconstruction Fee, the Construction Fee are firm, fixed prices and other than as permitted in the Form of Contract will not be subject to further adjustment.

The Offeror further acknowledges that the Lump Sum Price will be established as the sum of the following: (i) the Preconstruction Fee; (ii) the Construction Fee; (iii) the sum of all approved trade subcontractor costs; (iv) the approved cost for any work that is authorized to be self-performed; (v) an amount equal to the Contingency Percentage bid by the Offeror multiplied by

items (iii) and (iv) (such amount, the “Contingency”); and (vii) the cost of insurance and bonds. The Offeror acknowledges that the Contingency will be the sole amount included in the Lump Sum Price for work that would not be considered a Change under the terms of the Form of Contract, including, but not limited to risks assumed by the Design-Builder under the Form of Contract. The Offeror also acknowledges that two percent (2%) of the Lump Sum Price will be at-risk, and the selected Offeror will only be entitled to such amount as set forth in the Form of Contract.

- B. In addition, the Offeror hereby represents that, based on its current rating with its surety, the indicated cost of a payment and performance bond is [INSERT PERCENTAGE].

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 sixty (60) 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. In the event the Bidder fails to do so, the Department shall have the right to levy upon the Offeror’s bid bond.

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. In addition to any other remedies that the Department may have at law or in equity, the Department shall have the right to levy upon Bidder’s Bid Bond in the event of a breach of this paragraph 3.

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 sub-

Mr. James Marshall

[DATE]

Page 3

consultant 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.

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: _____

RFP for Construction Services - FY15 Summer Renovations**Attachment to Offer Letter****DCAM-15-CS-0127**

#	School	Budget	Preconstruction Fee	Construction Fee	Contingency Percentage
1	Oyster Adams Bilingual School	\$ 750,000.00			
2	Brent Elementary School	\$ 950,000.00			
3	CW Harris Elementary School	\$ 750,000.00			
4	CW Harris Elementary School	\$ 600,000.00			
5	Drew Elementary School	\$ 600,000.00			
6	Eliot Hine Middle School	\$ 950,000.00			
7	Francis-Stevens Education Campus	\$ 900,000.00			
8	Logan Montessori School	\$ 500,000.00			
9	Turner Elementary School	\$ 450,000.00			
10	Garfield Elementary School	\$ 750,000.00			

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

Jonathan Kayne	Interim Director
Latrena Owens	Chief of Staff
Camille Sabbakhan	General Counsel
Charles J. Brown, Jr.	Deputy General Counsel
Jeff Bonvechio	Deputy Director, Capital Projects and Facilities Management

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

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.

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.

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

Davis-Bacon Wage Rates

General Decision Number: DC150002 04/03/2015 DC2

Superseded General Decision Number: DC20140002

State: District of Columbia

Construction Type: Building

County: District of Columbia Statewide.

BUILDING CONSTRUCTION PROJECTS (does not include single family homes or apartments up to and including 4 stories).

Note: Executive Order (EO) 13658 establishes an hourly minimum wage of \$10.10 for 2015 that applies to all contracts subject to the Davis-Bacon 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.

Modification Number	Publication Date
0	01/02/2015
1	01/09/2015
2	02/20/2015
3	03/06/2015
4	04/03/2015

ASBE0024-007 10/01/2013

	Rates	Fringes
ASBESTOS WORKER/HEAT & FROST INSULATOR.....	\$ 33.13	13.76

Includes the application of all insulating materials, protective coverings, coatings and finishes to all types of mechanical systems

ASBE0024-008 10/09/2013

	Rates	Fringes
ASBESTOS WORKER: HAZARDOUS MATERIAL HANDLER.....	\$ 20.86	5.46

Includes preparation, wetting, stripping, removal, scrapping, vacuuming, bagging and disposing of all insulation materials, whether they contain asbestos or not, from mechanical systems

ASBE0024-014 10/01/2013

	Rates	Fringes
FIRESTOPPER.....	\$ 26.06	5.90

Includes the application of materials or devices within or around penetrations and openings in all rated wall or floor assemblies, in order to prevent the passage of fire, smoke of other gases. The application includes all components involved in creating the rated barrier at perimeter slab edges and exterior cavities, the head of gypsum board or concrete walls, joints between rated wall or floor components, sealing of penetrating items and blank openings.

BRDC0001-002 05/04/2014

	Rates	Fringes
BRICKLAYER.....	\$ 29.17	8.61

CARP0132-008 05/01/2013

	Rates	Fringes
CARPENTER, Includes Drywall Hanging, Form Work, and Soft Floor Laying-Carpet.....	\$ 26.81	8.13
PILEDRIVERMAN.....	\$ 26.62	8.15

CARP1831-002 04/01/2013

	Rates	Fringes
MILLWRIGHT.....	\$ 31.59	8.58

ELEC0026-016 11/03/2014

	Rates	Fringes
ELECTRICIAN, Includes Installation of HVAC/Temperature Controls.....	\$ 42.40	14.97

ELEC0026-017 09/01/2014

	Rates	Fringes
ELECTRICAL INSTALLER (Sound & Communication Systems).....	\$ 27.05	8.58

SCOPE OF WORK: Includes low voltage construction, installation, maintenance and removal of teledata facilities (voice, data and video) including outside plant, telephone and data inside wire, interconnect, terminal equipment, central offices, PABX, fiber optic cable and equipment, railroad communications, micro waves, VSAT, bypass, CATV, WAN (Wide area networks), LAN (Local area networks) and ISDN (Integrated systems digital network).

WORK EXCLUDED: The installation of computer systems in industrial applications such as assembly lines, robotics

and computer controller manufacturing systems. The installation of conduit and/or raceways shall be installed by Inside Wiremen. On sites where there is no Inside Wireman employed, the Teledata Technician may install raceway or conduit not greater than 10 feet. Fire alarm work is excluded on all new construction sites or wherever the fire alarm system is installed in conduit. All HVAC control work.

ELEV0010-001 01/01/2015

	Rates	Fringes
ELEVATOR MECHANIC.....	\$ 41.09	28.385+a+b

a. PAID HOLIDAYS: New Year's Day, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving Day, Christmas Day and the Friday after Thanksgiving.

b. VACATIONS: Employer contributes 8% of basic hourly rate for 5 years or more of service; 6% of basic hourly rate for 6 months to 5 years of service as vacation pay credit.

IRON0005-005 06/01/2014

	Rates	Fringes
IRONWORKER, STRUCTURAL AND ORNAMENTAL.....	\$ 30.25	17.285

IRON0201-006 05/01/2014

	Rates	Fringes
IRONWORKER, REINFORCING.....	\$ 27.00	18.08

LABO0657-015 06/15/2014

	Rates	Fringes
LABORER: Skilled.....	\$ 22.28	7.09

FOOTNOTE: Potmen, power tool operator, small machine operator, signalmen, laser beam operator, waterproofer, open caisson, test pit, underpinning, pier hole and ditches, ladders and all work associated with lagging that is not expressly stated, strippers, operator of hand derricks, vibrator operators, pipe layers, or tile layers, operators of jackhammers, paving breakers, spaders or any machine that does the same general type of work, carpenter tenders, scaffold builders, operators of towmasters, scootcretes, buggymobiles and other machines of similar character, operators of tampers and rammers and other machines that do the same general type of work, whether powered by air, electric or gasoline, builders of trestle scaffolds over one tier high and sand blasters, power and chain saw operators used in clearing, installers of well points, wagon drill operators, acetylene burners and licensed powdermen, stake jumper, demolition.

MARB0002-004 05/01/2014

	Rates	Fringes
MARBLE/STONE MASON.....	\$ 34.18	15.63

INCLUDING pointing, caulking and cleaning of All types of masonry, brick, stone and cement EXCEPT pointing, caulking, cleaning of existing masonry, brick, stone and cement (restoration work)

MARB0003-006 05/01/2014

	Rates	Fringes
TERRAZZO WORKER/SETTER.....	\$ 26.28	10.00

MARB0003-007 05/01/2014

	Rates	Fringes
TERRAZZO FINISHER.....	\$ 21.48	9.08

MARB0003-008 05/01/2014

	Rates	Fringes
TILE SETTER.....	\$ 26.28	10.00

MARB0003-009 05/01/2014

	Rates	Fringes
TILE FINISHER.....	\$ 21.48	9.08

PAIN0051-014 06/01/2014

	Rates	Fringes
GLAZIER		
Glazing Contracts \$2 million and under.....	\$ 24.77	9.85
Glazing Contracts over \$2 million.....	\$ 28.61	9.85

PAIN0051-015 06/01/2014

	Rates	Fringes
PAINTER		
Brush, Roller, Spray and Drywall Finisher.....	\$ 24.89	9.05

PLAS0891-005 07/01/2013

	Rates	Fringes
PLASTERER.....	\$ 28.33	5.85

PLAS0891-006 02/01/2014

	Rates	Fringes
CEMENT MASON/CONCRETE FINISHER...	\$ 27.15	9.61

PLAS0891-007 08/01/2014

	Rates	Fringes
FIREPROOFER		
Handler.....	\$ 16.50	4.24
Mixer/Pump.....	\$ 18.50	4.24
Sprayer.....	\$ 23.00	4.24

Spraying of all Fireproofing materials. Hand application of Fireproofing materials. This includes wet or dry, hard or soft. Intumescent fireproofing and refraction work, including, but not limited to, all steel beams, columns, metal decks, vessels, floors, roofs, where ever fireproofing is required. Plus any installation of thermal and acoustical insulation. All that encompasses setting up for Fireproofing, and taken down. Removal of fireproofing materials and protection. Mixing of all materials either by hand or machine following manufactures standards.

PLUM0005-010 08/01/2014

	Rates	Fringes
PLUMBER.....	\$ 38.92	16.35+a

a. PAID HOLIDAYS: Labor Day, Veterans' Day, Thanksgiving Day and the day after Thanksgiving, Christmas Day, New Year's Day, Martin Luther King's Birthday, Memorial Day and the Fourth of July.

PLUM0602-008 08/01/2014

	Rates	Fringes
PIPEFITTER, Includes HVAC Pipe Installation.....	\$ 38.24	19.42+a

a. PAID HOLIDAYS: New Year's Day, Martin Luther King's Birthday, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving Day and the day after Thanksgiving and Christmas Day.

ROOF0030-016 05/01/2014

	Rates	Fringes
ROOFER.....	\$ 28.20	10.59

* SFDC0669-002 04/01/2015

	Rates	Fringes
SPRINKLER FITTER (Fire Sprinklers).....	\$ 32.40	18.12

SHEE0100-015 03/01/2015

	Rates	Fringes
SHEET METAL WORKER (Including HVAC Duct Installation).....	\$ 39.05	16.76+a

a. PAID HOLIDAYS: New Year's Day, Martin Luther King's Birthday, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day and Christmas Day

SUDC2009-003 05/19/2009

	Rates	Fringes
LABORER: Common or General.....	\$ 13.04	2.80
LABORER: Mason Tender - Cement/Concrete.....	\$ 15.40	2.85

LABORER: Mason Tender for pointing, caulking, cleaning of existing masonry, brick, stone and cement structures (restoration work); excludes pointing, caulking and cleaning of new or replacement masonry, brick, stone and cement.....\$ 11.67

POINTER, CAULKER, CLEANER, Includes pointing, caulking, cleaning of existing masonry, brick, stone and cement structures (restoration work); excludes pointing, caulking, cleaning of new or replacement masonry, brick, stone or cement.....\$ 18.88

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

=====
Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of "identifiers" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate).

Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than "SU" or "UAVG" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

Survey Rate Identifiers

Classifications listed under the "SU" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date

for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- * an existing published wage determination
- * a survey underlying a wage determination
- * a Wage and Hour Division letter setting forth a position on a wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
U.S. Department of Labor

200 Constitution Avenue, N.W.
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

=====

END OF GENERAL DECISION

Attachment F

Bid Guaranty Certification

Attachment F

Certification Letter for Cashier's Check or Irrevocable Letter of Credit

Offerors who submit a cashier's check or an irrevocable letter of credit ("Alternate Bid Security") in lieu of a bid bond must also submit this certification, properly notarized, with their proposal. By executing this document, Offeror acknowledges that, if awarded this contract, Offeror shall be required to post promptly a payment and performance bond equal to the full value of the contract. In the event Offeror fails to post such payment and performance bond, the Offeror understands and agrees that: (i) the Department shall draw upon the Alternate Bid Security as liquidated damages; (ii) the award and/or contract shall be terminated; (iii) for a period of two (2) years thereafter, the Department will not accept from such Offeror Alternate Bid Security in lieu of a bid bond; and (iv) the Offeror hereby waives the right to protest the termination of any such award or contract. The Offeror further acknowledges and agrees that the damages the Department would experience in the event such award or contract are terminated due to the Offeror's failure to post a payment and performance bond are difficult to determine and that the value of the Alternate Bid Security represents a reasonable estimate of the damages the Department would incur.

By: _____
Name: _____
Title: _____
Date: _____

District of Columbia) ss:

On the ____ day of _____, 20____, before me, a notary public in and for the District of Columbia, personally appeared _____, who acknowledged himself/herself to be _____ of _____, and that he/she as such, being authorized to do so, executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

Notary Public
My Commission Expires: _____