

Office of Contracting and Procurement
Office of Property Management

Eastern Market Square Market Manager
Solicitation No. DCAM-2008-R-1010

Pre-Proposal Conference

August 14, 2008

11:00 am

AGENDA

1. Assemble North Plaza
2. Welcome and Pre-proposal Conference Agenda
3. Tour of Eastern Market – Curtis Clay
 - a. North Hall
 - b. South Hall
 - c. East Hall
 - d. Natatorium Community Room
4. Introductions
 - a. District Representatives
 - b. Pre-proposal Conference Attendees
5. Statutory Authority Pre-proposal Conference
 - a. 27 DCMR Contracts and Procurement Section 1605
 - b. Solicitation DCAM-2008-R-1010 Section L.20
6. Overview of the Solicitation – Office of Property Management
7. Pre-Proposal Conference Announcements and Procedures
 - a. 27 DCMR Section 1605.3
 - b. Attendance Record
 - c. Questions and Answers
 - i. Solicitation Sections A – M (See Pre-proposal Conference Attachment)
 - ii. Identify Name and Organization
 - iii. Submit Question in Writing
8. Questions and Answers
9. Solicitation Important Dates
 - a. Questions About the Solicitation (L.4)
 - b. Due date for Proposal Submission (L.3)
10. Closing Comments

Thank You

Remarks and explanations provided at the conference do NOT qualify or amend the solicitation. Terms of the solicitation remain unchanged unless the solicitation is amended in writing by the Contracting Officer.

SOLICITATION SECTIONS

Section A (page 1)

Section B

- B.1 Non-profit organization

Section C

- C.1 Scope
- C.2 Background
 - C.2.3 Eastern Market Advisory Committee
 - C.2.4 Objectives
- C.3 Requirements
 - C.3.1.1 – C.3.1.20

Section D

Section E

Section F

- F.3 Deliverables

Section G

Section H

- H.9 District Responsibilities
- H.10 Contractor Responsibilities

Section I

Section J

- Attachment J.1 Eastern Market Real Property Asset Management and Outdoor Vending Act of 1998 - DC Official Code DC Official Code Title 37 Chapter 1 Eastern Market Management and Regulation
- Attachments J.8 – J.11

Section K

Section L

- Section L.1 Contract Award
- Section L.2 Proposal Format and Content
 - L.2.1 Technical Proposal
 - L.2.2 Price Proposal
- L.19 Standards of Responsibility

Section M

- Section M.4 Evaluation Criteria
 - Management Experience and Past Performance 0 - 40 Points
 - Management Approach 0 - 40 Points
 - Price 0 – 20 Points