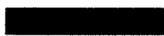


**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
Office of Contracting and Procurement**



**REQUEST FOR DELIVERY ORDER (RFDO)**

**TO: GSA FEDERAL SUPPLY SCHEDULE CONTRACTORS**  
**Solicitation No: DCAM-2010-T-0012**  
**Caption: High Density Mobile Filing Systems and Installation**  
**Issuance Date: January 6, 2010**  
**Due Date: January 20, 2010**

**The Government of the District of Columbia, Office of Contracting and Procurement (OCP), on behalf of the Department of Real Estate Services (DRES), is seeking a contractor to provide High Density Mobile Filing Systems and Installation under your current GSA Federal Supply Schedule (FSS). The successful contractor shall be expected to provide services under a firm fixed price and time and materials delivery order agreement.**

The RFDO should be prepared according to the instructions listed below.

**1. RFDO SUBMISSION REQUIREMENTS**

The request for quotation shall consist of one (1) original and one (1) copy. Each quotation will be submitted in a sealed envelope conspicuously marked: "Request for Quotation in Response to Solicitation No. **DCAM-2010-T-0012, High Density Mobile Filing Systems and Installation.**" Pricing shall be firm fixed price and shall identify all costs, unless otherwise directed in writing, the price shall, at a minimum include:

- i. Unit price for High Density Mobile Filing Systems and Installation
- ii. Identify the total price and include a summary of all items proposed.

Offerors shall also complete and return the Tax Certification Affidavit (Attachment B).

**2. RFDO SUBMISSION DATE AND TIME:**

RFDO must be submitted no later than 2:00 P.M., local time on January 20, 2010. RFDO's, modifications to quotation, or requests for withdrawals that are received in the designated District office after the exact local time specified above, are "late" and will not be considered.

**3. RFDO DELIVERY (Hand, Facsimile, and /or Electronic Mail)**

**Deliver or Mail to:**

Office of Contracting and Procurement  
Bid Counter Room, Suite 703 South  
441 4<sup>th</sup> Street, NW  
Washington, Dc 20001  
Attention: Antwanette Murphy

**RFDO may be faxed to the attention of Antwanette Murphy at 202-727-8843 or Submitted electronically to [Antwanette.Murphy@dc.gov](mailto:Antwanette.Murphy@dc.gov).**

**4. TERM OF CONTRACT**

The term of the contract shall be from the date of award through September 30, 2010.

The Contractor shall provide with their response, a copy of the current GSA Federal Supply Schedule that list the cost of the items proposed herein.

If you have any questions, please contact Antwanette Murphy at (202) 727-5829.

**5. Invoice Payment**

The District will make payments to the contractor, upon the submission of proper Invoices, at the prices stipulated in this contract, for supplies delivered and accepted or services performed and accepted, less any discounts, allowances or adjustments provided for in this contract.

The District will pay the Contractor on or before the 30<sup>th</sup> day after receiving a proper invoice from the Contractor.

**6. Invoice Submittal**

The Contractor will submit proper invoices on a monthly basis or as otherwise specified in Section 6.2. Invoices will be prepared in duplicate and submitted to the agency Chief Financial Officer (CFO) with concurrent copies to the Contracting Officer's Technical Representative (COTR). The address of the CFO is:

Department of Real Estate Services (DRES)  
2000 14<sup>th</sup> Street NW, 8<sup>th</sup> Floor  
Washington, DC 20009  
Phone: (202) 671-2612 Fax: (202) 442-4784

**SECTION B: SUPPLIES OR SERVICES AND PRICES**

1. The Government of the District of Columbia, Department of Real Estate Services (DRES), on behalf of various agencies throughout the District, has a need to procure High Density Mobile Filing Systems, to include Installation in accordance with the requirements of this request for delivery order at fixed unit prices.
2. This is a firm fixed price contract.
3. **PRICE SCHEDULE**

CLIN	Description	
0001	Nominal footprint at 8`x30`; The Maximum System weight to 20,000 pounds;  Letter Depth 5,976 lineal filing inches  (User Agency is DCRA; Located at Level 2E, Room 2032)	\$
0002	Nominal footprint at 12`x36`; The Maximum System weight to be 60,000 pounds. Legal Depth 17,952 lineal filing inches  Note: Units 2 & 3 are identical  (User Agency is OCFO/OTR; Located at Level 5W, Room 5056)	\$
0003	Nominal footprint at 12`x36`; The Maximum System weight to be 60,000 pounds. Legal Depth 17,952 lineal filing inches  Note: Units 2 & 3 are identical  (User Agency is OCFO/OTR; Located at Level 5W, Room 5026)	\$
	<b>TOTAL</b>	\$

## **SPECIFICATION/WORK STATEMENT**

### **1. SCOPE:**

The Government of the District of Columbia, Department of Real Estate Services (DRES), on behalf of various agencies throughout the District, seeks a Contractor to provide High Density moveable filing systems, to include Installation, in accordance with the requirements of this solicitation at fixed unit prices.

The successful Contractor shall provide all stock, supplies, labor, supervision, packing, equipment and delivery necessary to satisfactorily provide goods and services as specified herein.

### **2. BACKGROUND**

The DRES has a compelling need for High Density Mobile Filing Systems, to include Installation to be supplied this fiscal year that meets the standards set by the DRES.

### **3. GENERAL DEFINITION OF PRODUCTS**

A. **High Density Mobile Filing Systems and Installation**- Three manufactured filing/shelving units are to be mounted on tracks in the three locations as described in Section B.3.

### **4. REQUIREMENTS**

- 4.1** The Contractor shall provide and include all items necessary to provide all requested Mobile Filing Systems/Storage Shelving Units for agencies in the District of Columbia in accordance with the Attachment A- High Density Mobile Filing System and Installation.
- 4.2** The Contractor shall provide details of your company's management capabilities and a brief Narrative which demonstrates its ability to implement activities in accordance with the Statement of Work.
- 4.3** The Contractor shall provide at least three (3) previous clients with whom it has Successfully performed this type of contractual service within the last three (3) years. The submission shall indicate the name, address and telephone number of clients that requested such supplies and services.
- 4.4** Qualifications: The High-Density Mobile Storage systems shall be manufactured and Marketed by one firm regularly engaged in the manufacture of mobile shelving systems. The systems shall be provided direct from the manufacturer affording single source accountability.

- 4.5** Detailed Product Specifications: Each manufacturer will submit their detailed product Specifications for each system that is offered.
- 4.6** OSHA Compliance: All High Density Mobile Storage Systems shall meet all requirements of the U.S. Department of Labor, Occupational Safety and Health Administration (OSHA).
- 4.7** Underwriters Laboratories: All electrical components, lighting, motors, and wiring shall be products which have been tested and determined to meet the requirements of applicable Underwriter's Laboratories standards.
- 4.8** Materials: All sheet steel used for exposed portions of shelving shall be Class I, Grade A full finished stretcher or roller leveled sheet of mild, cold rolled steel, ASTM A-366 (known commercially as furniture stock, reannealed or equal) unless otherwise specified. All gauges shall be U.S. standard or equal and guaranteed of sufficient strength for its Intended use.
- 4.9** Flexibility: The entire system, defined as including carriages, shelving, deck, and tracking assemblies, must be expandable in both length and/or width by combining existing components and new, additional components. Included is the ability to reconfigure or relocate the entire system in the future, utilizing existing components.
- 4.10** Finish: Carriages, shelving uprights, and accessories, including back panels and/or adjustable reference shelves, shall be painted. All parts to be painted shall be thoroughly cleaned before painting and given a bonding and rust resistant phosphate undercoat followed by one or more coats of high grade enamel sprayed on by the electrostatic method. Enamel shall be baked on with proper temperature time relationship to ensure a tough durable finish when cured. Paint shall be a minimum of 1 mil thick.
- 4.11** Colors: Color options for exterior end panels located at the access end of each aisle shall be available.
- 4.12** Installation: The total installation of the filing system, which includes deck and track Assembly, carriages and shelving systems, shall be performed by the manufacturer and his representative. It shall be the responsibility of each bidder to become fully informed as to the building. The installation shall be clean and ready for use upon completion.
- 4.13** Workmanship: Framing components shall be straight and all parts aligned and securely fastened. Any exposed surface of the installation, with which personnel may come in contact, shall be smooth and non-abrasive.
- 4.14** Warranty: The entire installation shall be warranted for a period of one (1) year from the date of invoice against defects in material and workmanship. Maintenance and repairs shall be performed by the manufacturer's trained service representatives.

**4.15 Engineering Drawing:** Layout drawings shall accompany all proposals. Detailed engineering drawings shall be furnished for user approval after the acceptance of the order. If any revisions are required, revised engineering drawings shall be provided prior to installation of the system.

## **5. System Description**

**5.1** The Contractor shall resolve discrepancies in orders delivered which include, but are not limited to damaged products and incorrect items. Any discrepancy in orders shall be resolved within ten days from the day the District notifies the Contractor in writing.

**5.2** The Contractor shall provide a representative to conduct discussions with the customer if a defective shelving unit exists. The Contractor's representative shall be capable of discussing the contract and correcting any problems, and or shall visit the individual Department utilizing the unit in person within two (2) business days after notification.

**5.3 General:** The system consists of manufactured storage units mounted on manufacturer's proprietary track-guided carriages to form a compact storage system. System design permits access to any single aisle by manually moving units until the desired aisle is opened. The manufacturer's proprietary unit interlock system prevents units from being moved while the open aisle is occupied. The carriage/rail system provides uniform carriage movement along the total length of travel, even with unbalanced loads.

**5.4 Carriage System Design and Features:** The carriage system consists of formed steel frame with wrought steel wheel riding on steel rails surface mounted to the floor. Rails shall be types selected by the manufacturer to ensure smooth operation and self-centering of mobile storage units during travel without end play or binding. Rail types, quantities and spacing shall be selected by the manufacturer to suit installation conditions and requirements. All bearings used in the drive mechanism shall be permanently shielded and lubricated.

**5.5 Movement Controls:** Triple arm operating wheels with rotating hand knobs shall be Provided on the accessible (drive) ends of shelf units, centered on the end panel, located 39 inches (991 MM) from the base of each unit to permit units to be moved to create a single aisle opening. Turning the handle transmits power through a chain drive to drive wheels on each carriage. Single spoke operating handles are unacceptable.

**5.6 Drive System:** The system shall be designed with a positive type mechanically-assisted drive which minimizes end play, ensures there is no play in the drive handle, and that carriages will stop without drifting. System shall include a chain sprocket drive system for each movable carriage to ensure that carriages move uniformly along the total length of travel, even with unbalanced loads. All system components shall be selected

to ensure a smooth, even movement along the entire carriage length. Drive system gearing shall be designed to permit 1 lb. of force applied to the drive handle to move a minimum of 4,000 lbs. of load. A tensioning device shall be provided on each chain drive with provision for adjusting tension without removing end panels. All bearings used in the drive mechanism shall be permanently shielded and lubricated.

#### **5.7 Safety Features:**

1. Color-coded visual indicators shall provide verification that carriages are in a Locked or unlocked mode.
2. A single safety lock button, mounted on each operating wheel hub, will permit Moving a carriage in either direction to create a new access aisle when pulled out (unlocked), or locking the carriage when pushed in.

#### **5.8 Finishes:**

1. Fabricated Metal Components and Assemblies: Manufacture's standard powder coat paint finish.
2. End Panels, Accessible Ends: High pressure plastic laminate manufacture's standards textures and patterns.

### **6 PERFORMANCE REQUIREMENTS**

#### **6.1 Design Requirements:**

- A. Limit overall height and shelf configuration as per detailed description in Section B.3.
- B. Limit overall length and shelf configuration as per detailed description in Section B.3.

**6.2 Ease of Movement:** Provide mechanically assisted units capable of being moved by exerting a maximum horizontal force of 5 pounds on the operating wheel.

#### **6.3 SUBMITTALS**

Product Data: Submit manufacturer's product literature and installation Instructions for each type of shelving, track and Installation accessory required. Include data substantiating that products to be furnished comply with requirements of the contract documents.

Shop Drawings: Show fabrication, assembly, and installation details including descriptions of procedures and diagrams. Show complete extent of installation layout including clearances, spacing, and relation to adjacent construction in

plan, evaluation, and sections. Indicate clear exit and access aisle widths; access to concealed components; assemblies, connections, attachments, reinforcement, and anchorage; and deck details, edge conditions, and extent of finish flooring within area where units are to be installed.

Show installation details are non-standard conditions. Furnish floor layouts, technical and installation manuals for every unit shipment with necessary dimensions for rail layout and system configuration at the project site. Include installed weight, load criteria, furnished specialties, and accessories.

Provide layout, dimensions, and identification of each unit corresponding to sequence of Installation and erection procedures.

Specifically the following:

- a. Location, position and configuration of tracks on all floors
- b. Plan layouts of positions of carriages, including all required clearances.

Details of shelving, indicating method and configuration of installation in carriages.

Provide location and details of anchorage devices to be embedded in or fastened to other construction.

- A. Provide installation schedule and complete erection procedures to ensure proper Installation.
- B. Samples: Provide minimum 3 inch (76MM) square example of each color and texture on actual substrate for each component to remain exposed after installation.  
Selection Samples: For initial selection of colors and textures, submit manufacturer's certification that products comply with requirements of the contract documents.
- C. Installer Certificates: Furnish signed certification by manufacturer attesting that installers comply with specified requirement. Submit manufacturer's certification that products comply with requirements of the contract documents.
- D. Warranty: Submit draft copy of proposed warranty. Minimum 5 year warranty. First year to cover parts and labor and the final 4 years to cover parts only. Warranty requiring a maintenance contract is not acceptable.  
Maintenance Data: Provide in form suitable for inclusion in maintenance manuals for mobile storage units. Data shall include operating and maintenance instructions, parts inventory listing, purchase source listing, emergency instructions, and related information.

- E. Submit manufacturer's instructions for proper maintenance materials and procedure.

Submit manufacturer's printed instructions for maintenance of installed work, including methods and frequency recommended for maintaining optimum condition under anticipated use conditions. Include precautions against using materials and methods which may be determined to finishes and performance.

- F. Reference List: Provide a list of recently installed mobile storage units to be visited by owner, architect, and contractor. Intent of list is to aid in verifying the suitability of manufacturer's products and comparison with materials and product specified in this section.

#### **6.4 QUALITY ASSURANCE**

- A. Installer Qualifications: Engage an experienced installer who is a manufacturer's authorized representative for the specified products for installing carriages and anchoring shelving units to carriages.
  - 1. Minimum Qualification: 1 year experience installing systems of comparable size and complexity to specified project requirements.
- B. Manufacturer's Certification: Provide separate written certifications by manufacturer on manufacturers letter-head stating compliance with all specifications for mobile shelving systems.
  - 1. Shelving certification include verification of all actual shelf sizes indicated on approved shop drawings. Provide separate certifications for mobile and shelving, if from different manufacturers.
  - 2. Certifications from entities other than the original manufacturer are unacceptable.
  - 3. Guaranteed 24 hour minimum response time to service call.

#### **7 DELIVERY, STORAGE AND HANDLING**

- A. Follow manufacturer's instructions and recommendations for delivery, storage and handling requirements.

#### **8 PROJECT CONDITIONS**

- A. Field Measurements: Verify dimensions before fabrication. Indicate verified measurements on Shop Drawings. Coordinate fabrication and delivery to ensure no delay in progress of the work.

- B. **Established Dimensions:** Where field measurements cannot be made without delaying the work, establish dimensions and proceed with fabricating mobile storage units. Coordinate construction to ensure actual dimensions correspond to established dimensions.

## **9 SEQUENCING AND SCHEDULING**

- A. **Sequencing:** Coordinate storage shelving system installation with other work to minimize possibility of damage and soiling during remainder of construction period.
- B. **Scheduling:** Plan installation to commence after finishing operations, including paintings have been completed.
  - 1. **Built-In Items:** Provide components which must be built in at a time which causes no delays general progress of the work.
  - 2. **Pre-installation Conference:** Schedule and conduct conference on project site to review methods and procedures for installing mobile storage units including, but not limited to, the following:
    - a. Review project conditions and levelness of flooring and other preparatory work performed under other contracts.  
Review and verify structural loading limitations.  
Recommended attendees include:
      - 1. Owner's Representative
      - 2. Prime Contractor or representative
      - 3. The Architect
      - 4. The Manufacturer's representative
      - 5. Subcontractors or installers whose work may affect, or be affected by, the work of this section.

## **10 WARRANTY**

Provide a written warranty, executed by Contractor, Installer, and Manufacturer, Agreeing to repair or replace units which fail in materials or workmanship within the established warranty period. This warranty shall be in addition to, and not a limitation of, other rights the Owner may possess.

Warrant the entire movable compact shelving installation for a period of five years from date of acceptance by the Owner. The first year to cover parts and labor and the A warranty that requires a preventive maintenance contract is not acceptable.

## 11 BASIC MATERIALS

- A. General: Provide materials and quality of workmanship which meet or exceed established industry standards for products specified. Material thicknesses/ gauges are manufacturer's option unless indicated otherwise.
- B. Plastic Laminates: NEMA LD-3, GP-28, Vertical Grade.

## 12 GROUT

- A. General: Provide non-shrink, non-staining hydraulic cement compound conforming to the following requirements, based on the performance of the test specimens at room temperature and in laboratory air.
- B. Linear Movement: No shrinkage while setting; maximum expansion limited to .002 inches per linear inch.
- C. Compressive Strength: Based on two inch cubes made following ASTM standards, tested on a Balding-Southward machine of 60,000 pounds capacity, meet or exceed the following at the ages specified:
  - a. 1 hour --- 4,500 psi
  - b. 7 days --- 8,000 psi

## 13 MANUFACTURED COMPONENTS

- A. Rails:
  1. Material: ASTM/AISI Type 1035 or 1045 steel, manufacturer's selection.
  2. Minimum Contact Surface: 5/8 inch (16MM) wide.
  3. Provide rail sections in minimum 6 foot (1.83M) lengths.
  4. Rail configuration shall permit attachment to top of structural floor system with provision for leveling rails to compensate for variations in floor surface level.
  5. Provide rail connections designed to provide horizontal and vertical Continuity between rail sections, to gradually transfer the concentrated wheel point load to and from adjoining rail sections. Butt joints are not permitted.
- B. Floor/Ramp:

Framing: Dimension lumber, nominal 2 inch (51 MM) thickness by width required.

Floor/Ramp Sheathing: Minimum 3/4 inch (19MM), 5-Ply underlayment Grade plywood. Particle board sheathing materials are not permitted.

Provide fire retardant treated floor/ramp materials

Finished flooring materials shall be provided by the Owner under it's TI contractor.

C. Carriages:

Provide manufacturer's proprietary design movable carriages fabricated of welded steel construction. Galvanized structural components and/or riveted carriages are unacceptable. Provide fixed carriages of same construction and Height as the movable carriages, anchored to rails. Setting fixed shelving directly on floors is not permitted.

Capacity: 1,000 pounds per lineal foot (1385kg/M) of carriage. When required, Provide bolted carriage splices designed to maintain proper unit alignment and weight load distribution.

Design carriages to allow the shelving uprights to recess and interlock into the carriages a minimum of 3/4 inch (19MM).  
Provide each carriage with two wheels per rail.

D. Drive/Guide System:

Design: Provide drive system which prevents carriage whipping, binding and Excessive wheel/rail wears under normal operation.

Shafts: Solid steel rod or tube.

Shaft Connections: Secured couplings.

Bearing Surfaces: Provide rotating load bearing members with ball or roller bearings. Provide shafts with pillow block or flanged self-aligning type bearings.

E. Wheels:

1. Materials: Type 1045 solid steel. Minimum load capacity per wheel: 3200 lbs (1455 kg).
2. Size: Minimum 5 inches (127MM), outside diameter drive wheels.
3. Guides: Determined by manufacturer; minimum 2 locations.

F. Face Panels:

1. Materials: Plastic laminate clad particle board with plastic edging on vertical edges.
2. Finishes: Selected from manufacturer's standard available colors and patterns.

G. Shelving:

1. Four Post Shelving:
  - a. Design: Wedge-lock type consisting of uprights, shelves, and shelf

supports, designed to be assembled without fasteners or clips. Shelves shall not have any holes on exposed surfaces. Front and back flanges shall be flush with outside faces of posts. Design shall permit individual shelf adjustment and/or removal anywhere along the entire height of uprights. All shelves shall be designed to be interchangeable with any other module of the same width.

- b. Materials and Workmanship: Fabricate units from Class 1, cold-rolled steel sheet with all bends sharp and true and no exposed "knife" edges.
  1. All units shall be free of burrs, sharp edges and projecting hardware with smooth, non-abrasive surfaces and edges.
  2. After fabrication, shelving shall exhibit no dents, "oil canning", buckling or other surface irregularities.
    - Uprights: Formed from steel sheet to a hollow "tee" shape for intermediate supports and formed angles for end supports. Uprights shall have keyhole slots on inner wall only. Provide with sheet steel panels full height and depth of end uprights. Provide intermediate "tee" uprights between adjacent units.
- c. Form from sheet steel with flanges on all sides and return hem on front and back flanges. Ends shall be formed to clear inside of upright offset panels. Provide all shelves with slots for file dividers.
- d. Canopy Tops: Same construction as shelf units but without slots.
- e. Shelf Supports: Form from heavy gauge steel sheet with four solid steel shoulder rivets, two per ear, that interlock with inner wall of uprights.
- f. Nominal Shelf Dimensions:  
Standard Lengths: 36 inches, with 30, 40, or 48 sections used to meet project requirements.

Shelf Edge Vertical profile:  $\frac{3}{4}$  inch.

1. Vertical Adjustment Increment: 1-1/2 inches.
2. Width of Intermediate Uprights: 2 inches.
3. Clearance between Uprights: Nominal shelf section length minus 2 inches.
4. Levelness of completed shelf units: Maximum 1/8 inch (3.2MM)

between bottom shelf and canopy top, measured along the edge of any upright in any direction.

5. Elevation shall conform to accompanying detail sketches.
6. Load Carrying Capabilities: Provide shelf units capable of supporting 40 pounds per lineal foot with maximum deflection of 1/140. Shelves shall exhibit no permanent deflection under fully loaded conditions.
7. Accessories: Provide one (1) adjustable file dividers per 12" of linear shelf.
8. Finish: Manufacturer's standard powder coat enamel paint process. Colors selected from manufacturer's standard available colors.

## II. Fabrication:

General: Coordinate fabrication and delivery to ensure no delay in progress of work.

Wheels: Provide precision ground, balanced and hardened units with permanently shielded and lubricated bearings.

Carriages: Fabricate to ensure no more than ¼ inch (6MM) maximum deviation from a true straight line. Splice and weld to ensure no permanent set or slippage in any spliced or welded joint when exposed to forces encountered in normal operating circumstances.

Shelving, Supports and Accessories: See individual descriptions in "Shelving" Paragraphs.

## **FINISHES**

Colors: Selected from manufacturer's standard available colors.

Paint Finish: Provide factory applied electrostatic powder coat paint. Meet or exceed Specifications of the American Library Association.

Laminate Finish: Provide factory applied laminate panels at locations indicated on Approved shop drawings.

Edgings: Provide performed edging.

## EXAMINATION

Examine floor surfaces with Installer present for compliance with requirements for installation tolerances and other conditions affecting performance of mobile storage units.

Verify that building structural system is adequate for installing mobile storage units at locations indicated on approved shop drawings.

[In new construction, ensure that recesses for rails in floors are proper spacing and depths, with allowance for grouting.]

[For installations on existing floors, ensure that rail spacing indicated on shop drawings are in proper locations so existing load-bearing structural members are not over stressed.]

Verify that intended installation locations of mobile storage units will not interfere with Nor block established required exit paths or similar means of egress once units are installed.

Prepare written report, endorsed by Installer, listing conditions detrimental to proper Performance of mobile storage units, once installed.

Proceed with installation only after unsatisfactory conditions have been corrected.

## INSTALLATION

### Rails:

Lay out rails using full length units to the maximum extent possible.

Use cut lengths only at ends to attain total length required. Locate and position properly, following dimensions indicated on approved shop drawings. Verify thickness of finished floor materials to be installed (by others) and install level 1/6 inch (1.66MM) above finished floor surfaces.

Verify level, allowing for a minimum ¼ inch (6MM) of grout under high points.

Position and support rails so that no movement occurs during grouting.

Set rails in full grout bed, completely filling any voids entire length of all rails including rail connectors. Trim up sides flush with rails to ensure proper load transfer from rail to supporting floor. Using shims in lieu of full grouting is not permitted.

Installation Tolerances: Do not exceed levelness of installed rails listed below:

1. Maximum Variation from True Level within any module: 3/32 inch.
2. Maximum Variation from between adjacent (parallel) rails: 1/16 inch, perpendicular to rail direction.
3. Maximum Variation in height: 1/32 inch, measured along any 10 foot rail length. Verify rail position and level; anchor to structural floor system

with anchor type and spacing indicated on approved shop drawings.

Floors/Ramps:

1. General: Finished elevation shall be 1/16 inch (1.6MM) below top of rails.
2. Place floors and ramps to the extent indicated on approved shop drawings. Extend ramps under all movable ranges. [Extend under stationary ranges If dual control access is required.]
3. Provide ramp at both ends of mobile system. Do not extend ramps beyond the ends of carriages.
4. Construct floors and ramps to prevent warping or deformation of floor Panels in a normal operating environment. Support panels on framing at maximum 16 inches on center.
5. Ramp Slope: Do not exceed the following:
  - a. Maximum 9 degree slope (1.9:12).
  - b. Vertical Transition, Ramp edge to floor: Maximum 1/8 inch (3MM).

Shelving Units Installation:

1. General: Follow layout and details shown on approved shop drawings and manufacturer's printed installation instructions. Position unit level, plumb; at proper location relative to adjoining units and related work.
2. Carriages:
  - a. Place movable carriages on rails. Ensure that all wheels track properly and centering wheels are properly seated on centering rails. Fasten multiple carriage units together to form single movable base where required.
  - b. Position fixed carriage units to align with movable units; make final leveling adjustments with leveling screws.
3. Shelving Units:
  - a. Permanently fasten shelving units to fixed and moveable carriages with vibration proof fasteners.

- b. Stabilize shelving units following manufacturer's written instructions. reinforce shelving units to withstand the stress of movement where required and specified.

## **FIELD QUALITY CONTROL**

Verify shelving unit alignment and plumb after installation. Correct if required following Manufacturer's instructions.

Remove components which are chipped, scratched, or otherwise damaged and which do not match adjoining work. Replace with new matching units, installed as specified and in manner to eliminate evidence of replacement.

## **ADJUSTING**

Adjust components and accessories to provide smoothly operating, visually acceptable Installation.

## **CLEANING**

Immediately upon completion of installation, clear components and surfaces. Remove surplus materials, rubbish and debris resulting from installation upon completion of work and leave areas of installation in neat, clean condition.

## **DEMONSTRATION/TRAINING**

Schedule and conduct demonstration of installed equipment and features with Owner's Personnel. Schedule and conduct maintenance training with Owner's maintenance personnel. Training session should include lecture and demonstration of all maintenance and repair procedures that end user personnel would normally perform.

## **PROTECTION**

Protect system against damage during remainder of construction period. Advise Owner of additional protection needed to ensure that system will be without damage or deterioration at time of substantial completion.

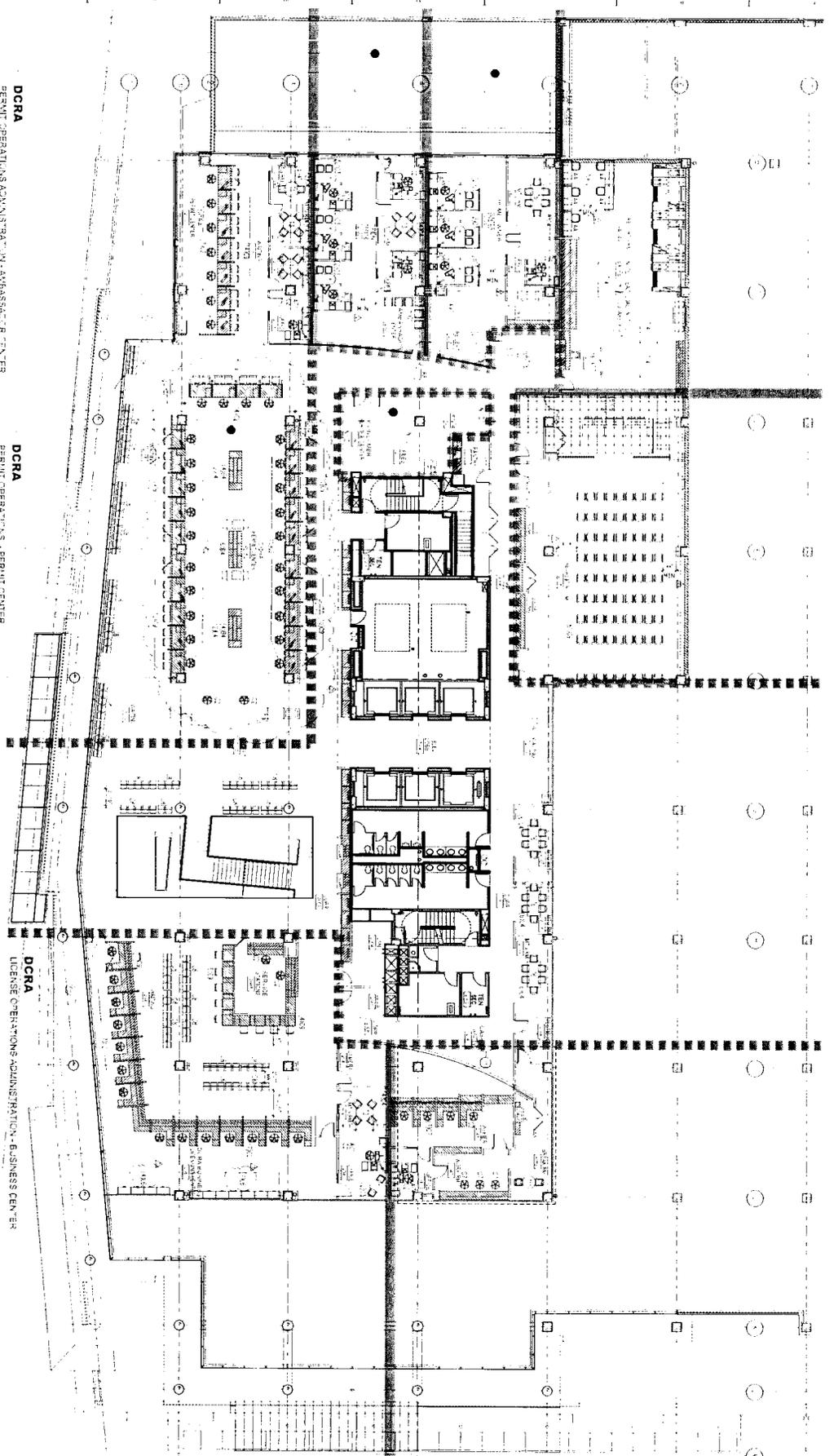
**SOLICITATION NO.:**  
**DCAM-2010-T-0012**

**ATTACHMENT A**

DCRA  
PERMIT OPERATIONS ADMINISTRATION - PERMIT RECORDS ROOM

DCRA  
GENERAL SUPPORT HEARING ROOM

OCCUPOTR  
CASHIER



DCRA  
PERMIT OPERATIONS ADMINISTRATION - AMBASSADOR CENTER  
DCRA  
PERMIT OPERATIONS ADMINISTRATION - HEARING CENTER

DCRA  
PERMIT OPERATIONS - PERMIT CENTER  
DCRA  
GENERAL SUPPORT STATION

DCRA  
LICENSE OPERATIONS ADMINISTRATION - BUSINESS CENTER  
GENERAL NOTES:  
1 LEVEL 2 EAST - FURNITURE PLAN

LEGEND

- GENERAL SUPPORT STATION
- PERMIT OPERATIONS ADMINISTRATION - AMBASSADOR CENTER
- PERMIT OPERATIONS ADMINISTRATION - HEARING CENTER

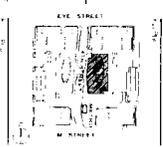
KEYED NOTES:

- GENERAL NOTES:

DISTRICT OF COLUMBIA  
OFFICE OF  
PROPERTY MANAGEMENT

AM ENERGY  
SOLUTIONS

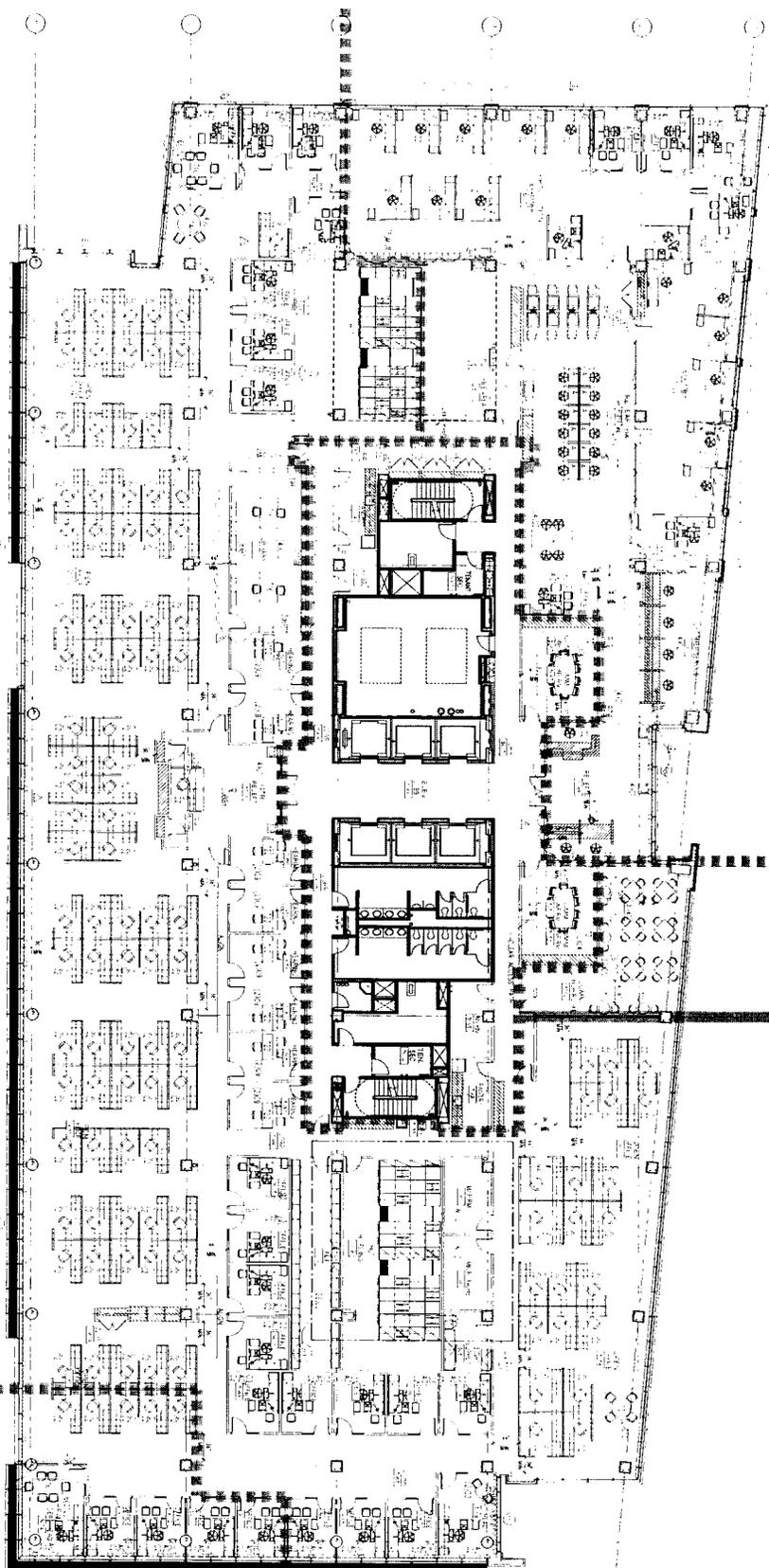
PROPERTY MANAGEMENT  
1000 M STREET, N.W.  
WASHINGTON, D.C. 20004  
TEL: 202-724-2000  
WWW.DC.PM.DC.GOV



OCFO / ROD  
RECORDED DEEDS

OCFO / OTR  
LUNCH ROOM

OCFO / OTR  
RPTA CHIEF ASSESSOR



OCFO / OTR  
RPTA CHIEF ASSESSOR

OCFO / OTR  
REAL PROPERTY TAX ADMIN  
1 LEVEL 5 WEST - FURNITURE PLAN

LEGEND



GENERAL NOTES:

1. ALL FURNITURE IS TO BE PROVIDED BY THE CLIENT.  
2. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.  
3. ALL ROOMS ARE TO BE MAINTAINED AT ALL TIMES.  
4. ALL ROOMS ARE TO BE KEPT CLEAN AND FREE OF CLUTTER.  
5. ALL ROOMS ARE TO BE KEPT WELL VENTILATED.  
6. ALL ROOMS ARE TO BE KEPT WELL LIGHTED.  
7. ALL ROOMS ARE TO BE KEPT WELL HEATED.  
8. ALL ROOMS ARE TO BE KEPT WELL COOLED.  
9. ALL ROOMS ARE TO BE KEPT WELL SOUNDPROOFED.  
10. ALL ROOMS ARE TO BE KEPT WELL INSULATED.

KEYED NOTES:

1. SEE ARCHITECTURAL DRAWINGS FOR ROOM LAYOUTS AND DIMENSIONS.

DATE: 01/15/2010  
DRAWN BY: [Name]



DISTRICT OF COLUMBIA  
OFFICE OF  
PROPERTY MANAGEMENT

DATE: 01/15/2010  
DRAWN BY: [Name]



**SOLICITATION NO.:**  
**DCAM-2010-T-0012**

**ATTACHMENT B**

**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.