

REQUEST FOR QUOTATIONS <i>(THIS IS NOT AN ORDER)</i>		TYPE OF MARKET <input type="checkbox"/> OPEN <input checked="" type="checkbox"/> SET-ASIDE <input type="checkbox"/> DCSS <input type="checkbox"/> GSA			PAGE OF PAGES 1	
1. REQUEST NO.	2. DATE ISSUED June 13, 2008	3. REQUEST/PURCHASE REQUEST NO. RQ405686	4. NIGP COMMODITY CODE 962-44-64		CAPTION Petworth Interior Work @ Petworth Recreation Center	
5A. ISSUED BY Government of the District of Columbia Office of Contracting and Procurement Department of Parks and Recreation Department 441 4 th Street, NW Suite 700S Washington, DC 20001 5B. FOR INFORMATION CALL: <i>(Name and telephone no.) (No collect calls)</i> Corey Morgan 202 671-0370			6. Quotes BY <i>(Date)</i> Immediately upon notification of Contract award.			
			7. Site Visit Date: Thursday, June 19 th @ 10:00am <input type="checkbox"/> OTHER <i>(See Schedule)</i>			
8. TO: NAME AND ADDRESS, INCLUDING ZIP CODE ALL OFFERORS			9. DESTINATION <i>(Site-visit Address)</i> 801 Taylor Street, NW Washington, DC 20011			
10. PLEASE FURNISH QUOTATIONS ON OR BEFORE CLOSE OF BUSINESS: 441 4 th Street, NW Suite 700 South, Washington, DC 20001 June 23, 2008 by 12noon		11. BUSINESS CLASSIFICATION <i>(Check appropriate boxes)</i> <input type="checkbox"/> SMALL <input type="checkbox"/> LOCAL <input type="checkbox"/> RESIDENT OWNED <input type="checkbox"/> LONG TIME RESIDENT <input type="checkbox"/> ENTERPRISE ZONE				
IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please indicate on this form and return it. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contracts for supplies or invoices. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotations must be completed by the quoter.						
12. SCHEDULE <i>(Include applicable Federal, State and local taxes)</i>						
ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY (c)	UNIT (d)	AMOUNT (f)		
1.	Interior Renovations at Petworth Recreation Center (Statement of Work attachment 1)	1	JOB			
2.	General Decision No. DC080003, Modification No. 5 date 6/6/08 is applicable to this project. (Attachment 2)					
PLEASE FAX QUOTE BACK TO: RHONDA MERIWETHER ON 202-727-5580 BY : Monday, June 23, 2008 by 12noon						
14. NAME AND ADDRESS OF QUOTER <i>(Street, city, county, State and ZIP Code)</i>			14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		16. DATE OF QUOTATION	
			17. NAME AND TITLE OF SIGNER <i>(Type or print)</i>		18. TELEPHONE NO. <i>(Include area code)</i>	

Scope of Work and for the Restoration of the Petwork Recreation Center

Part I GENERAL

1.1. Summary

The Department of Parks and Recreation (DPR) desires to have interior renovations completed at Petworth Recreation Center, which is located at 801 Taylor Street NW, Washington DC. The selected contractor shall provide all the labor, material, and equipment as specified and as required for complete and proper execution. The scope of work and specifications shall include, but not necessarily limited to.....

- Demo existing exit doors in men's and ladies restroom.
- Replace doors and frames in men's and ladies restrooms.
- Demo and dispose of existing partitions in men's and women's bathroom
- Replace existing partitions in men's and women's bathroom.
- Replace broken sink. Furnish and install 2 new faucets.
- Demo and dispose of existing wall tile in both male and female restroom
- Install new wall tile in both male and female restroom.
- Replace plywood on bathroom ceilings with drywall.
- Paint all interior walls, ceilings and doors.
- Remove existing light fixture in both bathrooms and replace with new.
- Demo and dispose of existing track lights throughout the facility.
- Install electrical outlets for five computer workstations in computer lab
- Remove and dispose of existing computer workstations in computer lab
- Purchase and install new five computer workstations in computer lab
- Replace one pane of glass that is missing by the dining area.
- Remove movable partition by kitchen. Patch walls as necessary.
- Install two pairs of wood sliding doors in kitchen area.
- Remove existing kitchen cabinets existing flooring.
- Furnish and install new laminate cabinets for kitchen.
- Install new ceramic counter tile.
- Remove existing appliances (sink, refrigerator, garbage disposal and instant hot)
- Install new commercial appliances (sink, refrigerator, garbage disposal and instant hot).
- Refinish hardwood floor. Sand, stain and apply two coats of polyurethane.
- Remove and dispose of existing blinds. Install new blinds.
- Remove approximately 120 Sf of floor tile and replace with new.
- Remove existing exterior tile by the entrance. Install new slip resistant tile.
- Install ½" Firestone insulation attached with Firestone three inch plates and Firestone 1 5/8" screws over existing rear bathroom roof. Install .45 Firestone rubber roofing attached to fiber board insulation with yellow bonding adhesive. Edge metal detail to be covered with Firestone Quick Seam 5.5 Flashing tape. All Flashing details to be sealed with Firestone Lap Sealant.
- Install new five inch white aluminum gutter to front left of building.
- Install three inch PVC down spouts in areas that are missing down spouts.
- Obtaining all required permits from DCRA and/or other government agencies.

1.2 Product Data

- A. All prospective bidders shall review the scope of work before the pre-bid inspections and have questions ready during pre-bid review.
- B. Manufacturer's specifications and nomenclature dates will be required for all material and equipment to be used.
- C. Paint colors, ceramic tiles, and all other required amenities must be approved by DPR staff prior to purchase and installation.

Part II General Requirements

The Contractor shall adhere to the following requirements:

- A. The Contractor shall assign a contract person who will provide liaison with the agency throughout the period of this contract.
- B. The Contractor shall give advance notice at least forty-eight (48) hours before the initiation of any work should the work anticipate disruption of normal operation of the facility.
- C. All work shall be performed in accordance with all applicable local codes and regulations. Where any portion of the systems specified is not installed in accordance with all applicable laws, ordinances, regulations and codes. The contractor must make all changes required by the enforcing authority in a manner approved by the DPR and without additional cost to DPR.
- D. The Contractor is responsible for ensuring that plumbing and electrical concerns are addressed and functional able for all newly installed faucets, applicants, etc.
- E. The Contractor shall field-verify existing conditions, dimensions and requirements prior to submitting also coordinate electrical works with new and existing mechanical, electrical and architectural conditions.
- F. All workmanship and material shall be guaranteed from defects by the Contractor for a period of one year from the date of acceptance.

Part III Products

Restoring floors

- A. Repair interior floors, which shall include removal of all dust, dirt, paint, oils, and contaminants. Repair includes replacement of existing tile with new tile, if required. All tile replacements must be approved by DPR staff prior to removal and replacement.
- B. All painting shall be semi-gloss General Merchandise or Duron Paint. Color to be determined by DPR staff.

Part IV Requirements for Restoring Works Areas

The Contractor shall adhere to the following requirements:

- A. Remove and properly dispose of existing fixtures.
- B. Haul off the sites all demolition materials at contractor's own cost.
- C. Restore all areas disturbed to match existing conditions.
- D. Repair or replace all work required to be restored or altered and not specified elsewhere to match existing surrounding surfaces with matching material. Join new work to existing work so that jointing will be inconspicuous as possible.
- E. Replace existing plants that are damaged as a result of the renovations and repairs with new plants of the same species at the Contractor's expense.

Part V Packing and Marking

MATERIAL DELIVERY, HANDLING AND STORAGE:

- A. The Contractor shall deliver materials and equipment in the original, properly labeled, unbroken packages, containers, cartridges or bundles and in such quantities and such ample time that progress of work will not be delayed.
- B. The Contractor shall protect materials and products against any damage or deterioration during transit to the site, unloading, delivering and storing at site, installation or erection and during period between installation or erection and final acceptance by the District, that shall include, but not limited to:
 - 1. Minimum exposure to weather during delivery.
 - 2. Storage off ground in dry, well-ventilated spaces.
 - 3. Covering, as necessary, for adequate protection from soiling and wetting.

Part VI Inspection and Acceptance

2 PARTIAL ACCEPTANCE:

- A. The Contracting Officer's Technical Representative (COTR) may, at his/her option, accept part of the work under this contract in writing prior to the COTR's final acceptance of all the work under the contract, when the COTR considers it beneficial to the District of Columbia.
- B. Partial acceptance shall not preclude liquidated damages for failure to complete the contract within the required time limits established under period of performance in part VIII.

3 FINAL INSPECTION:

The Contractor shall give the COTR written notice at seventy-two (72) hours in advance of date on which project will be 100% complete and ready for final inspection. Prior to final inspection date, the Contractor shall verify in writing that in the Contractor's best judgment no deficiencies exist.

Part VII Deliveries of Performance

1 PERIOD OF PERFORMANCE

The Contractor shall commence work the date specified in the written Notice to Proceed (NTP) signed and issued by the Contracting Officer (CO) and shall start and complete all the work within 45 calendar days after contract award.

2. LIQUIDATED DAMAGES

In the event the Contractor fails to satisfactorily complete the work contemplated and provided for under this Scope of Work in accordance with the schedule approved by DPR, DPR shall deduct from the payments due Contractor the sum of one thousand dollars (\$1,000.00) per day for each calendar day of delay, which sum is agreed upon not as a penalty, but as fixed and liquidated damages for each day of such delay, to be paid in full and subject to no deduction. If the payments due to the Contractor are less than the amount of such liquidated damages, said damages shall be deducted from any other monies due or to become due to the Contractor.

3. DELIVERABLES:

The Contractor shall prepare and submit to the District, as a deliverable, the report described in section H.29.5 of this contract that is required by the 51% District Residents New Hires Requirement and First Source Employment Agreement. If the Contractor does not submit the report as part of the deliverables, final payment to the Contractor may not be paid.

4. SUBMITTALS:

The Contractor shall submit the following submittals to the COTR and provide a copy to the CO. The COTR will review and comment on the submittals within two (2) calendar days of their receipt from the Contractor and return the revised submittals to the Contractor to make the Government- recommended revisions. The Contractor shall incorporated the Government's reviews and comments within two (2) calendar days of their receipt from the COTR and send the submittals back to the COTR for approval and provide a copy of the revised submittals to the CO.

The Contractor shall submit the following requirements:

- A. Complete material list of all items proposed to be furnished and installed.
- B. Manufacturer's specifications and other data required to demonstrate compliance with specified requirements.
- C. Manufacturer's recommended methods of installation(s).
- D. Two (2) sets of "as built" drawing, and copies of all warranties shall be provided before final payment can be processed.
- E. Three (3) sets of operational and maintenance manuals for applicable appliances and equipment at completion of project.

5. QUALITY ASSURANCE:

The contractor shall adhere to the following requirements:

- A. Any request for approval of a substitute to these requirements shall be, in writing and approved by DPR prior to installation.
- B. The purpose substitute shall comply with all the design, performance warranty requirements and DPR's requirements for designing new and rehabilitation of swimming pools.

Part VIII Contractor Responsibilities for Construction Administration

The Contractor's responsibilities during the implementation phase of the project shall include the following:

1. FIELD INSPECTIONS

The Contractor shall provide weekly field inspection services. Contractor shall be on site when work requiring the presence of a site inspector is being performed

2. REPORTS

The Contractor shall provide COTR with bi-written weekly progress reports. Email shall be deemed acceptable for providing reports. The Contractor shall inform COTR in a timely manner of any work that does not conform to DPR standards and requirements.

3. FINAL WALK-THROUGH INSPECTION

At the end of construction, Contractor shall perform a walk-through inspection in the presence of the COTR, prepare a written report stating any deficiencies found during the walk-through, and ensure that all the deficiencies are corrected by Contractor prior to demobilization.

4. DPR RESPONSIBILITIES

The COTR shall be responsible for the overall management of Contractor efforts.

DPR shall prepare any response or request for additional information or clarity from Contractor within two (2) days of receipt from Contractor.

5. WARRANTIES

Upon successful completion of work, the following warranties shall be obtained before payment, where applicable:

- Manufacturer's Warranty
- Operational and Maintenance