REQUEST FOR QUOTATIONS
(THIS IS NOT AN ORDER)

The Notice of Small Business Purchase Set-Aside on the reverse of this form ☐ is ☐ is not applicable.

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1. SOLICITATION NO.	2. DATE ISSUED	3. REQUEST/PURCHASE REQUEST NO.	4. COMMODITY GROUP AND CLASS	RATING
		RQ729460		

5A. ISSUED BY

Department of Real Estate Services
Goods and Services
2000 14th Street, NW, 5th Floor
Washington DC 20009

6. DELIVER BY *(Date)*
days from date of award
Period of Performance: Shall be from date of award through September 30, 2011

7. DELIVERY

☒ FOB DESTINATION ☐ OTHER *(See Schedule)*

5B. FOR INFORMATION CALL: *(Name and telephone no.) (No collect calls)*

Charmaine Callahan (202) 671-2831 Fax (202) 442-9506

8a. Vendor Tax ID #

9b. Duns Number

9. DESTINATION *(Consignee and address, including ZIP code)*

10. PLEASE FURNISH QUOTATIONS TO ISSUING OFFICE ON OR BEFORE
4:00 PM *(Date)*
March,11th, 2011

11. BUSINESS CLASSIFICATION *(Check appropriate boxes)*

✓ SMALL ✓ LOCAL ✓ DISADVANTAGED ✓ RESIDENT-OWNED

IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so 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 services. 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 (Include applicable Federal, State and local taxes)

ITEM NO. (a)	SUPPLIES/SERVICES (b)	UNIT (c)	ESTIMATED QUANTITY (d)	TOTAL ESTIMATED PRICE (e)	(f)
01	Please see attached SOW; The District of Columbia through its Department of Real Estate Services (DRES) desires to have interior and exterior doors replaced Kennedy and Riggs Recreation Centers located at: Kennedy Recreation: 1401 7th. Street , NW Riggs Recreation Center: 501 Riggs Road NE The existing doors are not functioning property, affecting the recreation centers' ability to properly secure the sites. The contractor selected shall provide all labor, materials, and equipment as specified and as required for a complete and proper execution, and examine the area(s) and conditions under which the work shall be performed. REQUIREMENTS: Contractors bid shall include cost to follow all applicable laws and codes mandated by the District of Columbia while performing work under this SOW. This RFQ is designated for certified local, small business enterprise (LBE and/or SBE) bidders only under the provisions of the "Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005" (the Act), Title II, Subtitle N, of the "Fiscal Year 2006 Budget Support Act of 2005" as amended. A SBE must be certified as small in the procurement category of Building Construction (Construction Services, General etc.) in order to be eligible to submit a bid in response to this solicitation				

02	Vendors are encouraged to attend the site visit on March 10th, 2011 @ 1 pm at Kennedy Recreation: 1401 7th. Street, NW, followed by site visit to Riggs Recreation Center: 501 Riggs Road NE Please complete the RFQ form and submit quote electronically by 4pm on or before March 11th, 2011 To: Charmaine.callahan@dc.gov (email)				

13. DISCOUNT FOR PROMPT PAYMENT	10 CALENDAR DAYS	20 CALENDAR DAYS	30 CALENDAR DAYS	CALENDAR DAYS
	10%	5%	3%	%

14. NAME AND ADDRESS OF QUOTER *(Street, city, county, State and ZIP Code)* Government Tax ID number	14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION	16. DATE OF QUOTATION
	17. NAME AND TITLE OF SIGNER *(Type or print)*	

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF REAL ESTATE SERVICES

RQ729460
INSTALLATION NEW EXTERIOR & INTERIOR DOORS AT KENNEDY AND RIGGS PARK RECREATION CENTERS

SECTION 1: SCOPE OF WORK

The Department of Parks and Recreation desires to have interior and exterior doors replaced Kennedy and Riggs Recreation Centers located at:

- Kennedy Recreation: 1401 7th. Street , NW
- Riggs Recreation Center: 501 Riggs Road NE

The existing doors are not functioning property, affecting the recreation centers' ability to properly secure the sites. The contractor selected shall provide all labor, materials, and equipment as specified and as required for a complete and proper execution, and examine the area(s) and conditions under which the work shall be performed. The scope of work and specification shall include but not necessary limited to.

- Demolish all existing exterior doors and frames
- Purchase and install new doors and frames for doors that were removed. Quantity, to be determined). See attachment A of the floor plan of the site, which identifies all exterior doors.
- The contractor shall secure all applicable permits needed to perform installation of ADA compliant doors

SECTION 2: PRODUCTS

A. Catalogue cuts, manufacturer's specifications and nomenclature data required.

B. Manufacturer's specifications, and nomenclature data will be required for all materials and equipment used for this project

C. Colors shall be selected by DPR's Project Manager

SECTION 3: WARRANTY

A. The manufacturer must provide a warranty from date of installation that protects against defects in workmanship and materials

B. The contractor shall provide one year of labor and material warranty on all work

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INSTALLATION NEW EXTERIOR & INTERIOR DOORS AT KENNEDY AND RIGGS PARK RECREATION CENTERS

SECTION 4: SUBMITTALS

A. Shop drawing (working drawing) showing details of all work to be performed shall be submitted before work commences

B. Complete material list of all items proposed to be furnished and installed

C. Manufacturer's specifications and other data required to demonstrate compliance with specified requirements

D. Manufacturer's recommended methods of installation(s)

Two copies of all warranties related to the newly installed doors shall be provided before final payment can be processed.

SECTION 5: SHOP DRAWINGS

A. Submit for DPR's approval drawings showing generally layout and scope of work, all sections and details for fabrication and installation with all items requiring coordination with structure and/ with the work of other trades.

B. Submit in writing with shop drawing, any variations from contract requirements and/or specifications. Variations so noted shall take precedence over contract requirements only upon approval of the shop drawing with variations noted.

SECTION 6: QUALITY ASSURANCE

The ADA compliant handicap accessible doors shall be product of a door manufacturer regularly engaged in the engineering, fabricating, and construction of handicap accessible doors.

A. Any request for approval of a substitute must be in the form of a complete set of engineering drawings, structural calculations, and specifications.

B. Use the adequate numbers of skilled workmen who are thoroughly trained in the methods needed for proper performance of the work.

C. Use door manufacturer who has been engaged in installation of ADA compliant doors of the type specified herein for at least 2 years immediately prior to the start of this work, and who has a history of execution of quality projects on schedule

SECTION 7: EXECUTION

A. The contractor shall provide all service as per Scope of Work and Specifications for installation of ADA compliant doors

B. All materials required must be stockpiled before work commences and under Contractor's own control.

C. All demolition materials must be hauled off site at contractor's own cost

SECTION 8: REQUIREMENTS

A. All prospective bidders shall review the document(s) before the time of pre-bid site inspection, and have questions ready during pre-bid review

B. During the execution of work qualified supervisor (s) must be on site at all times

C. The contractor shall assign a contract person who will provide liaison with the agency throughout the period of this contract

D. The contractor shall give advance notice at least 48 hours before the initiation of any work should the work anticipate disruption of normal operation of the facility

E. All work shall be performed in accordance with all applicable codes and regulations. Where any portion of the system specified or shown on the drawing 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 Project Manger and without additional cost to DPR.

F. The contractor shall field-verify existing conditions, dimensions, and requirements prior to ordering doors

G. The contractor responsible for all the electrical and/or mechanical work required to install new doors.

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INSTALLATION NEW EXTERIOR & INTERIOR DOORS AT KENNEDY AND RIGGS PARK RECREATION CENTERS

H. Contractor responsible for obtaining, if necessary, any city permits required for installation of the doors.

I. All workmanship and material shall be guaranteed from defects by the contractor for a period of one year from the date of acceptance

J. All areas disturbed shall be restored to match existing conditions

REQUIREMENTS FOR RESTORING WORK AREAS

A. Patch and repair concrete walkways caused by removal of existing work or alteration performed under this contract shall meet the following guidelines, when applicable

B. Work required to be restored or altered and not specified elsewhere shall be repaired or replaced to match existing surrounding surfaces with matching material. Join new work to existing work so that jointing will be inconspicuous as possible

SECTION 9: DISTRICT'S RESPONSIBILITIES

The Contract Administrator (CA) shall be responsible for the overall management of Contractor efforts. CA shall respond to any request from the Contractor for additional information or clarity within three (3) days of receipts of such request.

SECTION 10: CONTRACT ADMINISTRATOR

The Contract Administrator for this project is:

Corey E. Morgan
Project Manager
Department of Parks and Recreation
Office of Planning & Capital Projects
3149 16th Street, NW
Washington, DC 20010
202-340-3167
corey.morgan@dc.gov

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INSTALLATION NEW EXTERIOR & INTERIOR DOORS AT KENNEDY AND RIGGS PARK RECREATION CENTERS

SECTION 11: CONTRACTING OFFICER

The Contracting Officer for this project is

Lolisa Simms
Department of Real Estate Services
Contracting & Procurement Division
2000 14th Street, NW, 5th Floor
Washington, DC 20009
Lolisa.Simms@dc.gov

SECTION 12: SITE VISIT

Vendors are encouraged to attend the site visit on March 10th, 2011 @ 1 pm at Kennedy Recreation: 1401 7th. Street, NW, followed by site visit to Riggs Recreation Center: 501 Riggs Road NE

Please complete the RFQ form and submit quote electronically by 4pm on or before March 11th, 2011
To: Charmaine.callahan@dc.gov (email)

SECTION 13: INSURANCE:

A. GENERAL REQUIREMENTS. The Contractor shall procure and maintain, during the entire period of performance under this contract, the types of insurance specified below. The Contractor shall have its insurance broker or insurance company submit a Certificate of Insurance to the Contracting Officer giving evidence of the required coverage prior to commencing performance under this contract. In no event shall any work be performed until the required Certificates of Insurance signed by an authorized representative of the insurer(s) have been provided to, and accepted by, the Contracting Officer. All insurance shall be written with financially responsible companies authorized to do business in the District of Columbia or in the jurisdiction where the work is to be performed and have an A.M. Best Company rating of A-VIII or higher. The Contractor shall require all of its subcontractors to carry the same insurance required herein. The Contractor shall ensure that all policies provide that the Contracting Officer shall be given thirty (30) days prior written notice in the event the stated limit in the declarations page of the policy is reduced via endorsement or the policy is canceled prior to the expiration date shown on the certificate. The Contractor/Insurance Company shall provide the Contracting Officer with ten (10) days prior written notice in the event of non-payment of premium.

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INSTALLATION NEW EXTERIOR & INTERIOR DOORS AT KENNEDY AND RIGGS PARK RECREATION CENTERS

1. Commercial General Liability Insurance. The Contractor shall provide evidence satisfactory to the Contracting Officer with respect to the services performed that it carries $1,000,000 per occurrence limits; $2,000,000 aggregate; Bodily Injury and Property Damage including, but not limited to: premises-operations; broad form property damage; Products and Completed Operations; Personal and Advertising Injury; contractual liability and independent contractors. The policy coverage shall include the District of Columbia as an additional insured, shall be primary and non-contributory with any other insurance maintained by the District of Columbia, and shall contain a waiver of subrogation. The Contractor shall maintain Completed Operations coverage for five (5) years following final acceptance of the work performed under this contract.

2. Automobile Liability Insurance. The Contractor shall provide automobile liability insurance to cover all owned, hired or non-owned motor vehicles used in conjunction with the performance of this contract. The policy shall provide a $1,000,000 per occurrence combined single limit for bodily injury and property damage.

3. Workers' Compensation Insurance. The Contractor shall provide Workers' Compensation insurance in accordance with the statutory mandates of the District of Columbia or the jurisdiction in which the contract is performed.

   Employers' Liability Insurance. The Contractor shall provide employers' liability insurance as follows: $500,000 per accident for injury; $500,000 per employee for disease; and $500,000 for policy disease limit.

If projects hereunder include water operations, the U.S. Longshoremen and Harbor Workers' Compensation Act and Maritime endorsements must be purchased and attached to employers' liability insurance policy.

4. Installation-Floater Insurance. For projects not involving structures, the contractor shall provide an installation floater policy with a limit equal to the full contract value. The policy shall cover property while located at the project site, at temporary locations, or in transit; deductibles will be the sole responsibility of the contractor; and name the District of Columbia as the loss payee on the policy, as its interests may appear. A waiver of subrogation in favor of the District of Columbia shall be included.]

5. Umbrella or Excess Liability Insurance. The Contractor shall provide umbrella or excess liability (which is excess over employer's liability, general liability, and automobile liability) insurance as follows: $2,000,000 per occurrence, including the District of Columbia as additional insured.

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INSTALLATION NEW EXTERIOR & INTERIOR DOORS AT KENNEDY AND RIGGS PARK RECREATION CENTERS

B. DURATION. The Contractor shall carry all required insurance until all contract work is accepted by the District, and shall carry the required General Liability; and any required Professional Liability for five (5) years following final acceptance of the work performed under this contract.

C. LIABILITY. These are the required minimum insurance requirements established by the District of Columbia. HOWEVER, THE REQUIRED MINIMUM INSURANCE REQUIREMENTS PROVIDED ABOVE, WILL NOT IN ANY WAY LIMIT THE CONTRACTOR'S LIABILITY UNDER THIS CONTRACT.

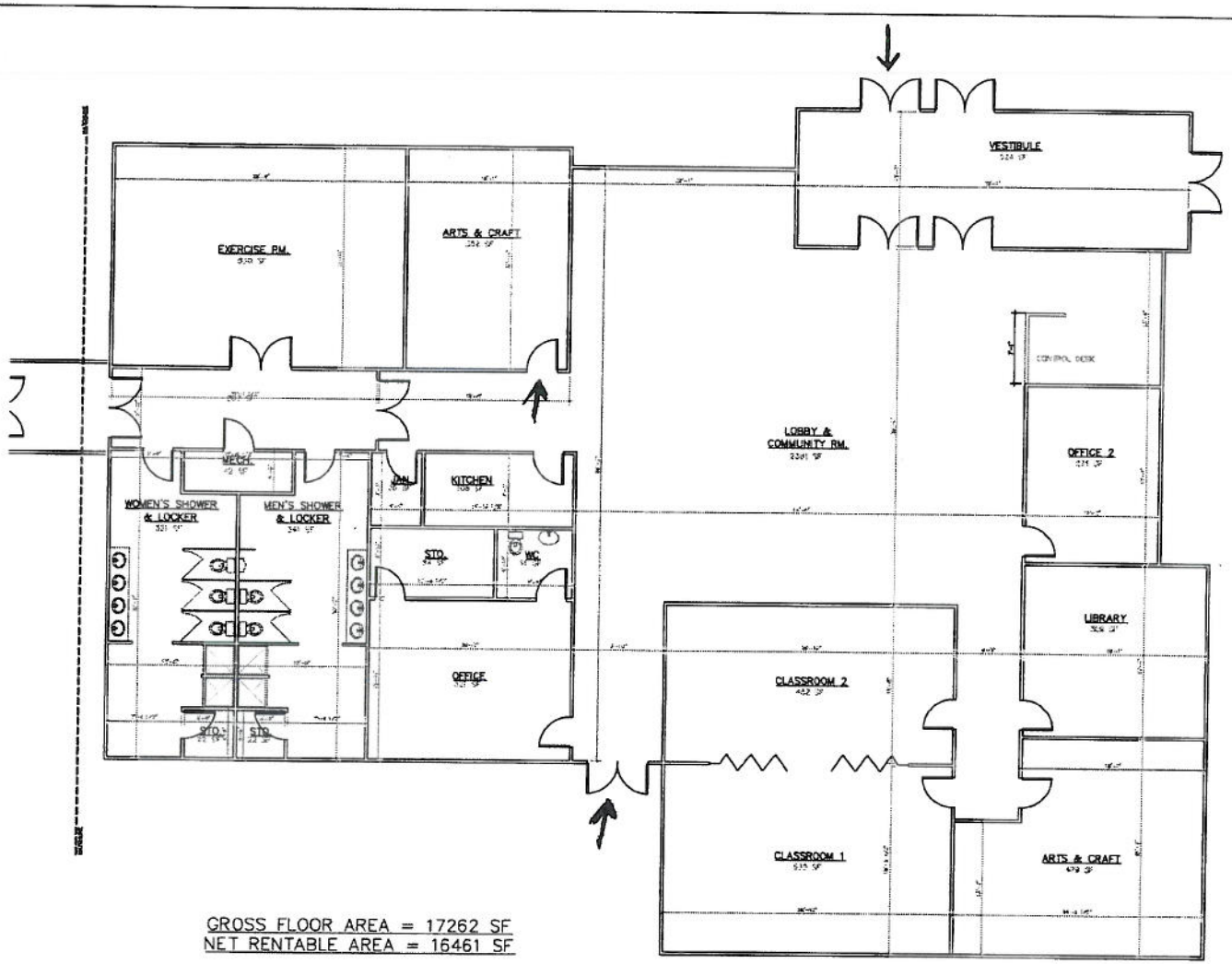
D. CONTRACTOR'S PROPERTY. Contractor and subcontractors are solely responsible for any loss or damage to their personal property, including but not limited to tools and equipment, scaffolding and temporary structures, rented machinery, or owned and leased equipment. A waiver of subrogation shall apply in favor of the District of Columbia.

E. Measure of Payment. The District shall not make any separate measure or payment for the cost of insurance and bonds. The Contractor shall include all of the costs of insurance and bonds in the contract price.

F. NOTIFICATION. The Contractor shall immediately provide the Contracting Officer with written notice in the event that its insurance coverage has or will be substantially changed, canceled or not renewed, and provide an updated certificate of insurance to the Contracting Officer.

G. CERTIFICATES OF INSURANCE. The Contractor shall submit certificates of insurance giving evidence of the required coverage as specified in this Insurance Section prior to commencing work. Evidence of insurance shall be submitted to:

Lolisa Simms, Contracting Officer
Contracting and Procurement Division
2000 14th Street, NW, Fifth Floor
Washington, DC 20009
Phone: 202-671-2613
lolisa.simms@dc.gov



GROSS FLOOR AREA = 17262 SF
NET RENTABLE AREA = 16461 SF

FIRST FLOOR PLAN
SCALE: 3/32" = 1'

N
PROJECT NORTH

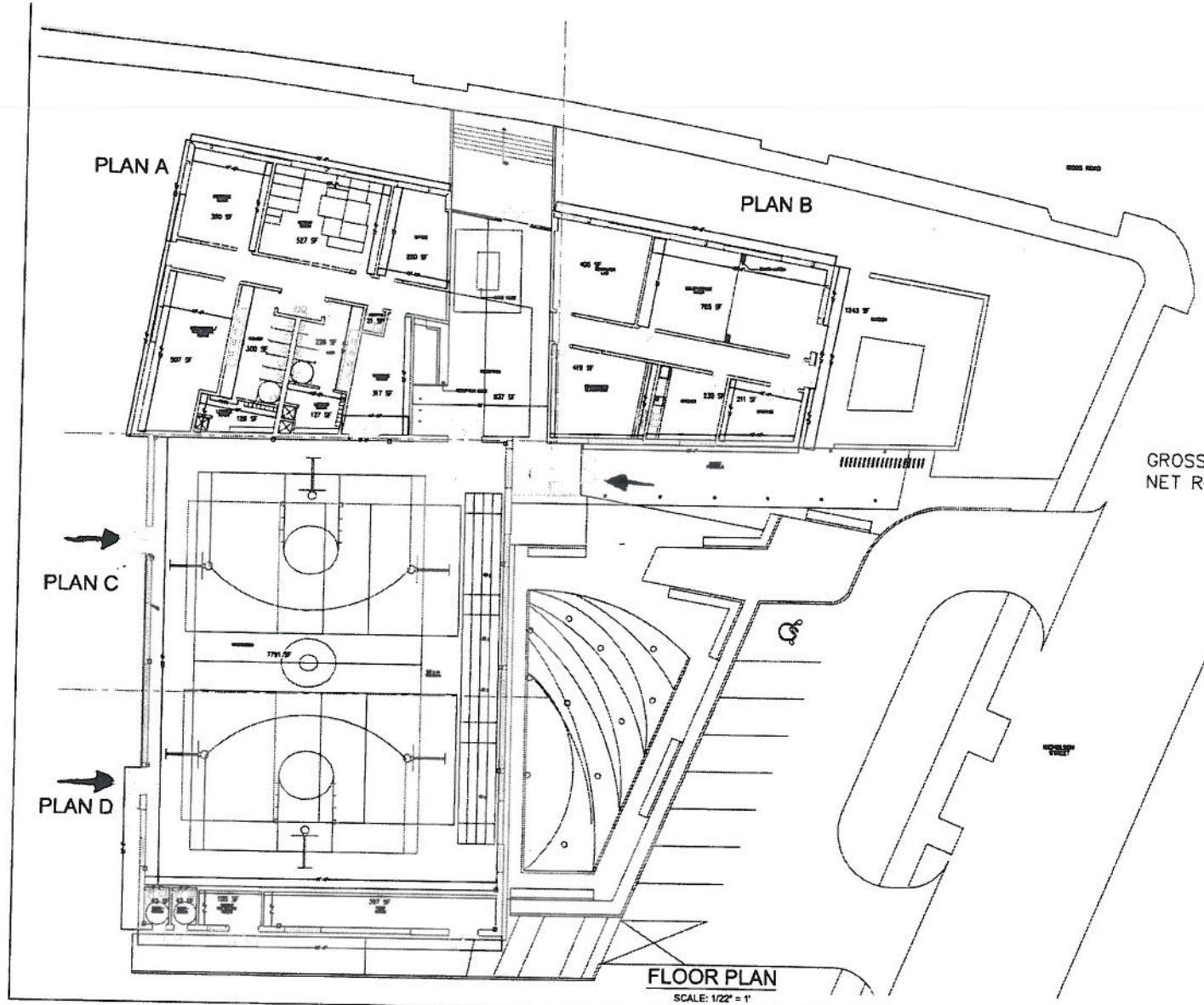
FAITHFUL GOULD

Project:
KENNEDY RECREATION CENTER

Sheet No.:
1 OF 2

Sheet Title:
A-1

Description:
FIRST FLOOR PLAN



FLOOR PLAN

SCALE: 1/22" = 1'

GROSS FLOOR AREA = 18231 SF
NET RENTABLE AREA = 17402 SF

N

PROJECT NORTH

FAITHFUL + GOULD

Project:
RIGGS LASALLE
COMMUNITY CENTER

Sheet No.:
1 OF 5

Sheet Title:
A-1

Description:
FLOOR PLAN