

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. Contract Number GF-2013-R-0111		Page of Pages 1 16	
2. Amendment/Modification Number GF-2013-R-0111-001		3. Effective Date July 24, 2013		4. Requisition/Purchase Request No.		5. Solicitation Caption See Below Caption	
6. Issued By: University of the District of Columbia Capital Procurement Division 4200 Connecticut Avenue, NW, Room C03 Washington, DC 20008				7. Administered By (If other than line 6) University of the District of Columbia Capital Procurement Division 4200 Connecticut Avenue, NW, Room C03 Washington, DC 20008			
8. Name and Address of Contractor (No. Street, city, country, state and ZIP Code)				9A. Amendment of Solicitation No. GF-2013-R-0111			
				9B. Dated (See Item 11)			
				10A. Modification of Contract/Order No.			
				10B. Dated (See Item 13) 2-Jul-13			
Code		Facility		11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS			
<p>The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.</p>							
12. Accounting and Appropriation Data (If Required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14							
A. This change order is issued pursuant to: (Specify Authority)							
The changes set forth in Item 14 are made in the contract/order no. in item 10A.							
B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation date, etc.) set forth in item 14, pursuant to the authority of 27 DCMR, Chapter 36, Section 3601.2.							
C. This supplemental agreement is entered into pursuant to authority of:							
X D. Other (Specify type of modification and authority) Title 8, DCMR, Section 3017.3							
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copy to the issuing office.							
14. Description of amendment/modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.) Request for Proposals No. GF-2013-R-0111 for Design Build Services for Audio-Visual Integration Services, Building 52, Level 5, David A. Clarke School of Law, at the University of the District of Columbia Van Ness Campus is hereby amended as follows: 1. Provide answers to questions from a prospective offeror (See Attachment A which includes revised pages 19,27,6,7,45, and 47). 2. All other Terms and Conditions remain unchanged.							
Except as provided herein, all terms and conditions of the document referenced in Item (9A or 10A) remain unchanged and in full force and effect							
15A. Name and Title of Signer (Type or print)				16A. Name of Contracting Officer SHERRY JONES-QUASHIE			
15B. Name of Contractor		15C. Date Signed		16B. District of Columbia <i>Sherry Jones-Quashie</i>		16C. Date Signed 7/26/13	
(Signature of person authorized to sign)				(Signature of Contracting Officer)			

ATTACHMENT A TO AMENDMENT NO. GF-2013-R-0111-001
ANSWERS TO QUESTIONS

QUESTION NO. 1

Does UDC have any AV manufacture (i.e. Biamp) that they would like to leverage or prefer we incorporate into the design?

ANSWER NO. 1

Please see the attached "List (Exhibit 1) of Recommended Equipment/Material." The Contractor shall provide brand name or equal products.

QUESTION NO. 2

Page 19 and 27, First Source section- RFP reference 51% University Residents, I believe it should reference 51% DC Residents.

ANSWER NO. 2

Pages 19 Section G.10.1 and Section G.10.2, and Page 27 Section I.8.1.1 Paragraph 2, have been changed to read "District Residents" instead of "University Residents. See the attached Exhibit 2 for revised page 19 and Exhibit 3 for revised page 27.

QUESTION NO. 3

On Page 6, paragraph 5, the RFP states, "Within each of the eight rooms...The secondary recorder DVI-I input will be used to capture the desktop or laptop." Paragraph 4 states that, "In the five smaller rooms, the high definition MI video w/ analog audio feed from the front wall plate will be routed to the system." However, page 7 paragraph 4 states that, "Within the five smaller classrooms, the Design-Build contractor will provide and install a black passive wall plate at the front of the room... the HDMI video and analog audio connection from these local wall plates will be the only signals routed into the Media Site system." Please verify whether there will only be a single wall plate input for the projector and Mediasite in these rooms, or if there will be one for the room desktop and one furnished by the contractor for a guest laptop.

ANSWER NO. 3

- a. *See attached Exhibit 4. Page 6 Paragraph 4 is revised to read: "The Design-Build Contractor will route the room laptop data from the main projector in each space into the centralized AV room. Within the three larger rooms, the digital high definition MI video feed to be pulled from the owner-furnished AMX DM receiver up in the ceiling as well as from the current signal processor system. In the five smaller rooms, the high definition MI video from the wall plate will be routed into the system.*
- b. *See attached Exhibit 5. Page 7 Paragraph 4 is revised to read: "Connectivity: Within the five smaller classrooms, the Design-Build Contractor will provide and install a passive wall plate at the front of the room with HDMI and VGA-Analog Audio connections. This wall plate will allow for a basic presentation to be done by a digital or analog laptop connected to the wall plate at the front*

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ANSWERS TO QUESTIONS

of the room. The HDMI video from these wall plates will be the only computer signal routed into the Media Site® system. The HDMI audio from the computer will be routed to LCD projector speakers and fed to the Media Site® system via the microphone array within the classroom. In the five smaller classrooms, the Design-Build Contractor will provide "RGB to HDMI converters" and associated HDMI cables to be mounted in the ceiling of each classroom".

QUESTION NO. 4

Can current system wiring diagrams be furnished to properly assess system needs and capabilities?

ANSWER NO. 4

As part of the Design-Build efforts, the winning contractor is expected to survey the existing system since the current system wiring diagrams are not available.

QUESTION NO. 5

Page 6 Paragraph 1 states: "Shades or blinds on the room windows will improve the workspace environment to ensure optimized performance of the camera." However, in at least one of the rooms we were shown on the site visit, Classroom 506, there were already manual blinds in place. Is it your intention that these be replaced with an automated shade system? If so, how should it be controlled?

ANSWER NO. 5

No new window Shades/Blinds are required. The existing shades/blinds will remain in place.

QUESTION NO. 6

Page 1 calls for (1) original and (6) copies of the proposal, whereas, page 45 calls for (1) original and (4) copies of the proposal for submission. Please specify which is correct.

ANSWER NO. 6

Page 45 Section L.4.1, first sentence, is revised to read as follows: Offerors shall submit one (1) signed original and six (6) copies. See Exhibit 6 attached.

QUESTION NO. 7

Sub factor 3 of M.3.1 Proposal Evaluation-Key Personal is based on "Past Performance Reference Letters (2) for each key personnel". This requirement is not included under L.4.2.3 General Team Information and Firm Data. Please confirm requirement of "Reference Letters".

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ANSWERS TO QUESTIONS**

ANSWER NO. 7

Page 47 Section L.4.3.1 is changed to add Section L.4.3.1.8 which states, "Past performance reference letters (2) for each key personnel. " See Exhibit 7 attached.

EXHIBIT 1 TO ATTACHMENT A TO AMENDMENT GF-2013-R-0111-001

LIST OF RECOMMENDED EQUIPMENT/MATERIAL

EXHIBIT 1 TO ATTACHMENT A TO AMENDMENT GF-2013-R-0111-001

List of Recommended Equipment/Material

ITEM	QTY	MFG	DESCRIPTION
1	9	SONY	HD Camera (Model #EVIHD7 + Infrared remote control Model #RMBR300)
2	9	Vaddio	Wall Mount
3	11	Extron	DVI TP Transmitter w/ DVI DA + Analog Audio (Model #DTP DVI330 tx)
4	11	Extron	DVI TP Receiver (Model #DTP DVI330 rx)
5	7	Comprehensive	DVI TP Transmitter and Receiver [HD Camera / 260F]
6	5	Shure	ULDX4 Digital Receiver w/ ULDX1 Lavalier Microphone
7	2	Shure	Antenna Cable [50F]
8	2	Shure	Antenna Distributer [4 RF Receivers] (Model #UA844SWB)
9	2	Shure	Antenna Amplifier For Remote Mounting (470-698MHZ) (Model #UA830)
10	5	ClearOne	Microphone Array (Model #910-001-014-W)
11	2	Biamp	Audia FLEX Signal Processor Chassis (Model #Audiaflex CM)
12	3	Biamp	Two Channel Line Level Input [5 Line Audio / Mono] (Model #Audiaflex IP-2)
13	10	Biamp	Two Channel Microphone Input with EC [15 Array / 5 RF Microphones] (Model #Audiaflex IP-2)
14	8	Biamp	Two Channel Output Card [8 Line Level / 8 Microphone / All Mono] (Model #Audiaflex OP-2e)
15	1	MediaSite	Offsite Hosted MediaSite Servers [100 Users / 400 Hours]
16	1	MediaSite	Offsite License [One Year]
17	8	MediaSite	Mediasite RL Dual DVI-I HD Media Recorder
18	8	MediaSite	Customer Assurance Maintenance for RL Recorder
19	1	MediaSite	Mediasite Customer Assurance Custom Service Configuration/Activation (Per day with T& E)
20	1	Extron	Two Input DVI Switcher
21	1	Middle Atlantic	RACK, 14 SPACE (24-1/2") CABINET FRAME 16 DEEP
22	5	Liberty	Wall Plate [Black / HDMI / VGA / Analog audio]
23	5	Liberty	HDMI Cable [12F]
24	5	Liberty	HDMI Cable [Plenum / 25F]
25	5	Liberty	VGA Cable w/ Audio [12F]

EXHIBIT 2 TO ATTACHMENT A TO AMENDMENT GF-2013-R-0111-001

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EXHIBIT 2 TO ATTACHMENT A OF AMENDMENT NO. GF-2013-R-0111-001

G.8 UNAUTHORIZED CHANGES:

G.8.1 Design-Builder may be held fully responsible for any changes not authorized in advance, in writing, by the Contracting Officer, may be denied compensation or other relief for any additional work performed that is not so authorized, and may also be required, at no additional cost to the University, to take all corrective action necessitated by reason of the unauthorized changes.

G.9 LIMITATION OF AUTHORITY:

G.9.1 Only a person with prior written authority from the CO 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 CO or its authorized representative.

G.10 FIRST SOURCE AGREEMENT REQUEST FOR FINAL PAYMENT:

G.10.1 For contracts subject to the 51% *District* Residents New Hires Requirement and First Source Employment Agreement, final request for payment must be accompanied by the report or a waiver of compliance discussed in G.37.

G.10.2 The CFO shall not make final payment to the Contractor until the CFO has received the CO's final determination or approval of waiver of the Contractor's compliance with 51% *District* Residents New Hires Requirement and First Source Employment Agreement

G.11 STOPPAGE OF WORK:

If the Contractor fails to abide by any, or all, of the provisions of the contract, the CO reserves the right, by written notification to the Contractor, to stop all the work, or any portion thereof, affected by the Contractor's failure to comply with the contract requirements. This stoppage will remain in effect until the Contractor has taken action to meet the contract requirements, or any separable part thereof, and the CO notifies the Contractor in writing that work may resume. Stoppage of all part of the work by the CO pursuant to this Section G.10 notwithstanding, the University may terminate the right of the Contractor to proceed as provided in Article 5 of the General Provisions, TERMINATION-DELAYS, of Standard Contract Provisions for Construction Projects, (January 2007).

G.12 PATENTS:

The Contractor shall hold and save the Government, its officers, agents, servants and employees, harmless for liability of, any nature or kind, including cost and expenses for, or on account of any patented or unpatented invention, article or appliance manufactured or used in the performance of this contract, including their use by the Government of the District of Columbia.

EXHIBIT 3 TO ATTACHMENT A TO AMENDMENT GF-2013-R-0111-001

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EXHIBIT 3 TO ATTACHMENT A OF AMENDMENT NO. GF-2013-R-0111-001

Upon execution of the contract, the Offeror and all of its member firms, if any, and each of its subcontractors and sub consultants shall submit to the University 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 University.

The Offeror shall comply with subchapter III of Chapter II of Title 1, and subchapter II of Chapter II of Title 1 of the D.C. Code, and all successor acts thereto and the rules and regulations promulgated thereunder. The Offeror and all member firms, subcontractors, tier subcontractors, sub consultants, 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 University 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.

I.8.1.2 Apprenticeship Act

The D.C. Apprenticeship Act of D.C. Law 2-156, (“Act”) 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. The Design-Builder shall be liable for any subcontractor non-compliance.

I.9 CONTINUITY OF SERVICES:

I.9.1 The Design-Builder recognizes that the services provided under this contract are vital to the University and must be continued without interruption and that, upon contract expiration or termination, a successor, either the University Government or another Contractor, at the University’s option, may continue to provide these services. To that end, the Design-Builder agrees to:

I.9.1.1 Furnish phase-out, phase-in (transition) training; and

I.9.1.2 Exercise its best efforts and cooperation to effect an orderly and efficient transition to a successor.

EXHIBIT 4 TO ATTACHMENT A TO AMENDMENT GF-2013-R-0111-001

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EXHIBIT 4 TO ATTACHMENT A TO AMENDMENT NO. GF-2013-R-0111-001

1. corrected to coordinate Work and prepare the documents for As-built at the end of the project.
2. Drawings are coordinated with multiple phases, if applicable.
3. Site and building access, logistics, available storage and tenant occupancy requirements are accommodated. This is particularly important issue due to limited available site area and elevator access.
4. Existing conditions are shown correctly and adequately.
5. Construction options and unit prices are logical, thoroughly described and understandable.
6. Construction details are appropriate, complete, thoroughly described and workable.
7. General requirements items are thorough and properly addressed.
8. Construction duration, phasing, and subcontracting plans are reasonable and logical.
9. Ensure the operational effectiveness of each program space by meeting the primary intent of its function. This includes but is not limited to the following: lighting, acoustics, access control, and computer and technology requirements.

C.4 SCOPE OF WORK

The Design-Build Contractor will provide design and construction services for the David A. Clarke School of Law's Moot Court Room and seven instructional classrooms (eight rooms in total) as follows:

MEDIASITE VIDEO SYSTEM:

Video System: Within each of the seven classrooms, the Design-Build Contractor will provide one High Definition Pan/Tilt/Zoom camera and wall mount it onto the back column between the windows with a view of the instructor at the front. The Moot Courtroom will have one back High Definition PTZ camera and a second High Definition PTZ camera mounted at the front with a view looking towards the presenting law students. Shades or blinds on the room windows will improve the workspace environment to ensure optimized performance of the camera.

The High Definition camera digital signal from each of the seven classrooms will be routed by AV rated UTP Twisted Pair cable [TP] into the centralized AV room (Room #517) and connected directly into a Media Site® RL DVI-I HD Media Recorder. For the Moot courtroom, the two High Definition camera signals will be connected into a simple switch in the AV room and then through TP into a single Media Site® RL DVI-I HD Media Recorder. Control of the digital switch will be manually through the buttons on the front of the unit itself.

The Design-Build Contractor will route the room laptop data from the main projector in each space into the centralized AV room. Within the three larger rooms, the digital high definition MI video feed to be pulled from the owner-furnished AMX DM receiver up in the ceiling as well as from the current signal processor system. *In the five smaller rooms, the high definition MI video from the wall plate will be routed into the system.*

Within each of the eight rooms, the Design-Build Contractor will insert a TP transmitter above the projector in order to route the room's computer data signal into the projector as well as back to the Media Site®'s secondary DVI-I input. This secondary recorder DVI-I input will be used to capture the desktop of the laptop.

The Design-Build Contractor shall provide a 120 volt duplex electrical outlet at each of the high-definition cameras, projectors and TP transmitter mount locations as well as within the AV rack room as necessary.

EXHIBIT 5 TO ATTACHMENT A TO AMENDMENT GF-2013-R-0111-001

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EXHIBIT 5 TO ATTACHMENT A TO AMENDMENT GF-2013-R-0111-001

Audio System: The Design-Build Contractor will provide five digital wireless microphone receivers and mount them along with two antenna distributors into an AV rack within the centralized AV room. An antenna feed will be expanded out into the ceiling within the hallway to improve the performance of the system. Each of the five smaller rooms will have one lapel microphone and body pack wireless RF transmitter.

The Design-Build Contractor will also provide a microphone array on the ceiling of each of the five smaller rooms and this will be positioned over the central part of the audience. The microphone / program audio feeds from the three larger classroom audio systems, along with the five audio feeds from the data sources, five RF wireless receivers and the fifteen microphone feeds from the ceiling arrays, will be routed through an expanded Audio Flex® signal processor system and then into the microphone and line audio inputs on the Media Site® recording device for each of the eight rooms.

The Design-Build Contractor will provide (2) new Audio Flex® CM DSPs and will install and connect them via cobranet, to the existing Audio Flex® CM DSPs. If there aren't enough ports available, the Design-Build Contractor will provide a new cobranet switch to accommodate the new Audio Flex® CM DSPs.

Connectivity: *Within the five smaller classrooms, the Design-Build Contractor will provide and install a passive wall plate at the front of the room with HDMI and VGA-Analog Audio connections. This wall plate will allow for a basic presentation to be done by a digital or analog laptop at the front of the room. The HDMI video from these wall plates will be the only computer signal routed into the Media Site system. The HDMI audio from the computer will be routed to LCD projector speakers and fed to the Media Site system via the microphone array within the classroom. In the five smaller classrooms, the Design Build Contractor will provide "RGB to HDMI Converters" and associated HDMI cables to be mounted in the ceiling of each classroom.*

Control System: The Pan/Tilt/Zoom high-definition cameras in each room shall be controlled using the standard manufacturer's IR remote that comes with the device. The camera to be positioned to cover the front of the room and shall be designed to be set at this fixed position. All microphone levels in the smaller rooms will be set to a fixed level.

The Media Site® video system will be controlled through the local building IP network using a Media Site® GUI that will allow for the recording, streaming and Video on Demand [VOD] playback of any of the eight room video feeds. The University will provide IP data connections in the AV rack locations where they wish to have control over the Media Site® equipment.

AV Rack or Furniture: The Design-Build Contractor will re-use the (2) owner-furnished AV racks and install the new Media Site® video system and AV equipment into these (2) 6F high black metal frame. The Design-Build Contractor will provide a small AV rack to ensure there is enough room to fit all the equipment needed.

DSP Code: The Design-Build Contractor will modify the existing DSP code to accommodate for the new equipment. The most recent code shall be provided to the Design-Build Contractor by the End User and it is the End User's responsibility to ensure the accuracy of said code. The Design-Build Contractor shall have sign-off that the code is accurate prior to programming.

Infrastructure to Support Media Installation: The Design-Build Contractor shall provide the following:

EXHIBIT 6 TO ATTACHMENT A TO AMENDMENT GF-2013-R-0111-001

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EXHIBIT 6 TO ATTACHMENT A TO AMENDMENT GF-2013-R-0111-001

The proposal or modification was sent by mail and it is determined by the Contracting Officer that the late receipt at the location specified in the solicitation was caused solely by mishandling by the University.

c. The offer is the only offer received.

L.3.3 Postmarks

The only acceptable evidence to establish the date of a late proposal, late modification or late withdrawal sent either by registered or certified mail shall be a U.S. or Canadian Postal Service postmark on the wrapper or on the original receipt from the U.S. or Canadian Postal Service. If neither postmark shows a legible date, the proposal, modification or request for withdrawal shall be deemed to have been mailed late. When the postmark shows the date but not the hour, the time is presumed to be the last minute of the date shown. If no date is shown on the postmark, the proposal shall be considered late unless the Offeror can furnish evidence (post mark) from the postal authorities of timely mailing.

L.3.4 Late Proposals

A late proposal, late modification or late request for withdrawal of an offer that is not considered shall be held unopened, unless opened for identification, until after award and then retained with unsuccessful offers resulting from this solicitation.

L.4 PROPOSAL FORM, ORGANIZATION AND CONTENT:

L.4.1 *Offerors shall submit **one (1) signed original** and **six (6) copies** of the offer.* Proposals shall be typewritten in 12 point font size on 8 ½" by 11" bond paper not to exceed 75 pages (larger illustrations, such as CPM bar charts, may be folded to fit). Telephonic, telegraphic, and facsimile proposals will not be accepted. All items accepted by the University, all pages of the Request for Proposals (RFP), all attachments and all documents containing the Offeror's offer shall constitute the formal contract. **Additional information submitted beyond 75 pages will not be considered.** Submissions should be delivered or mailed to:

Sherry Jones-Quashie, Director
University of the District of Columbia
4200 Connecticut Avenue, NW, Building 38, Room C01
Washington, DC 20008
Phone: (202) 274-5752

L.4.2 Proposals shall be submitted in two separate parts in two separate three (3) ring binders. Part One - Technical Proposal, Part Two – Price Proposal. Parts One and Two shall be submitted in separate envelopes at the time and place specified in Solicitation. Offerors shall structure their proposals to address the Technical Proposal evaluation subfactors identified in Section M, in substantially the order listed. Each proposal shall be submitted in a sealed envelope conspicuously marked: "Proposal in Response to Solicitation No. *GF-2013-R-0111, Design-Build Services for Audio Visual Integration Services, Building 52, Level 5, David A. Clarke School of Law, at UDC Van Ness Campus.*

EXHIBIT 7 TO ATTACHMENT A TO AMENDMENT GF-2013-R-0111-001

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EXHIBIT 7 TO ATTACHMENT A TO AMENDMENT GF-2013-R-0111-001

L.4.3 Technical Proposal

L.4.3.1 Relevant Experience and Past Performance

Similar Projects – List up to five (5) projects within the last 5 years that the General Contractor or Joint Venture Team has completed in the last 5 years. Each qualified proposal shall include examples of comparable completed projects. For the purposes of this requirement, projects shall be considered similar in scope if the project is a school, university, office building or multi-purpose center that has achieved LEED certification or higher. Project submitted must be the similar in square footage of at least 20,000 sq ft or greater, with dollar value \$1.5 Million or greater. Please identify if each project submitted for consideration was on time and on budget. For the purpose of this requirement, “similar projects” does not include churches, manufacturing plants, storage facilities or similar facilities. The Offeror shall provide the following information for each project:

- L.4.3.1.1 Name and location of the similar project;
- L.4.3.1.2 Contact person name and telephone number;
- L.4.3.1.3 Description of the work performed by the Offeror; including comparisons to the work of this solicitation and constraints on performance of the work;
- L.4.3.1.4 Time period of the construction;
- L.4.3.1.5 Completed size in SF;
- L.4.3.1.6 Award and final construction cost (provide actual figures for completed projects). Address items such as timeliness of completion of project and cost control; and whether the project was delivered on-time and on-budget.
- L.4.3.1.7 Previously completed projects should include renovations within an occupied building.
- L.4.3.1.8 *Past performance reference letters (2) for each key personnel.*

L.4.3.2 Project Delivery Schedule

Each Offeror should prepare a delivery schedule that shows how the Offeror intends to complete all tasks on the project in a timely manner and meet the 60 days from the Notice to Proceed substantial completion/occupancy timeframe.

Schedule - The Offeror shall provide a CPM schedule with durations and logic, representative of the identified project challenges. This information should include; at a minimum, the proposed start of site preparation activities; procurement of all major trades, manufacturing, delivery and erection of structural elements; anticipated building enclosure; delivery and installation of major mechanical elements; installation of interior finish materials; proposed date of substantial completion project closeout. The plan should demonstrate that the Offeror understands the project and