

**ATTACHMENT J.1.5**

**OFFER LETTER**

Attachment J.1.5

[Contractor's Letterhead]

[Insert Date]

University of the District of Columbia  
4200 Connecticut Avenue, NW  
Washington, DC 20008

Attn: Mary Ann Harris

Reference: Request for Proposals No. GF-2015-R-0012 for Commercial Real Estate Brokerage  
Services

Dear Mrs. Harris:

On behalf of [insert name of offeror], I am pleased to submit this proposal in response to the University of the District of Columbia's Request for Proposal (RFP) No. GF-2015-R-0012 to provide Commercial Real Estate Brokerage Services for the University of the District of Columbia. The Offeror has reviewed the RFP and the attachments thereto, any addenda thereto, and has conducted due diligence and analysis as the Offeror, in its sole judgment, has deemed necessary in order to submit its Proposal in response to the RFP. The Offeror's Proposal is as follows:

Authorized Signature

Title