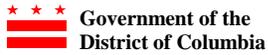




**OFFICE OF CONTRACTING AND PROCUREMENT  
OFFICE OF PROCUREMENT ADMINISTRATION**

**SOLICITATION SUBMISSION FORM**

**Office of Contracting  
& Procurement**



Title 27 of the District of Columbia Municipal Regulations, Chapter 13, Section 1300.1, and 1300.7, requires that each solicitation with an estimated price over one hundred thousand dollars (\$100,000) shall appear at least once in a newspaper of general circulation....; and that solicitation notices shall be posted to an Internet site that provides for advertisement of solicitations.

- Please make sure to completely fill-in the following areas. Failure to do so will result in delays of processing.
- All contract award information is required to be in Microsoft Word format.
- AGENCY NAME: Office of the Deputy Mayor for Planning and Economic Development (DMPED)
- POC Name: Telephone #(202) 724-7298 Fax# (202) 724-9006
- POC E-Mail Address: margaret.platek@dc.gov

	<b>Item</b>	<b>Description</b>
<input type="checkbox"/>	<b>Solicitation Number</b>	DCEB-2016-R-0002
<input type="checkbox"/>	<b>Caption</b>	Building Community Relations
<input type="checkbox"/>	<b>Sub-Contracting Requirement (%)</b>	35%
<input type="checkbox"/>	<b>Work Site Location</b>	NCI Communities within the District
<input type="checkbox"/>	<b>Market Type/NIGP Code</b>	Open Market/918-26-00
<input type="checkbox"/>	<b>Primary Contact Person</b>	Margaret Platek
<input type="checkbox"/>	<b>Primary Contact Phone</b>	(202) 724-7298
<input type="checkbox"/>	<b>Primary Contact E-mail</b>	<a href="mailto:margaret.platek@dc.gov">margaret.platek@dc.gov</a>
<input type="checkbox"/>	<b>Primary Contact Fax (optional)</b>	(202) 724-9006
<input type="checkbox"/>	<b>Alternate Contact Person</b>	Jacque McDonald
<input type="checkbox"/>	<b>Alternate Contact Phone</b>	(202) 724-6190
<input type="checkbox"/>	<b>Alternate Contact E-mail</b>	<a href="mailto:jacque.mcdonald@dc.gov">jacque.mcdonald@dc.gov</a>
<input type="checkbox"/>	<b>Alternate Contact Fax</b>	(202) 724-9006
<input type="checkbox"/>	<b>Solicitation Advertising Date</b>	Wednesday, August 10, 2016
<input type="checkbox"/>	<b>Solicitation Issuance Date</b>	Wednesday, August 10, 2016
<input type="checkbox"/>	<b>Solicitation Fee - Board Number</b>	Fee: - Board Number:
<input type="checkbox"/>	<b>RFP Closing Date/Time</b>	Wednesday, August 31, 2016 / 2:00 PM
<input type="checkbox"/>	<b>Pre-Bid Conference Date</b>	N/A
<input type="checkbox"/>	<b>Pre-Bid Conference Time</b>	N/A
<input type="checkbox"/>	<b>Pre-Bid Conference Location</b>	N/A
<input type="checkbox"/>	<b>Synopsis: This is a summary of the solicitation's contents</b>	The District of Columbia Government, Office of the Deputy Mayor for Planning and Economic Development (DMPED) is seeking a Contractor to support New Communities Initiative (NCI) and Build Community Relations for all NCI's programs.