OFFICE OF CONTRACTING AND PROCUREMENT
OFFICE OF PROCUREMENT ADMINISTRATION

Office of Contracting & Procurement
Government of the District of Columbia

SOLICITATION SUBMISSION FORM

Title 27 of the District of Columbia Municipal Regulations, Chapter 13, Section 1300.6, 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: Department on Disability Services (DDS)
- ☐ POC Name: Sally Ibrahim Telephone #: (202) 730-1733 Fax #: (202) 730-1514
- ☐ POC E-Mail Address: Sally.Ibrahim@dc.gov

	Item	Description
☐	**Solicitation Number**	DCJM-2015-R-0011 A001
☐	**Caption**	Positive Behavior Support Interventions (PBS) for Adults with Intellectual Disabilities
☐	**Sub-Contracting Requirement (%)**	N/A
☐	**Work Site Location**	Provider's location
☐	**Market Type/NIGP Code**	Open/948-76-00
☐	**Primary Contact Person**	Sally Ibrahim
☐	**Primary Contact Phone**	202-730-1733
☐	**Primary Contact E-mail**	Sally.Ibrahim@dc.gov
☐	**Primary Contact Fax (optional)**	202-730-1514
☐	**Alternate Contact Person**	Tina Hill
☐	**Alternate Contact Phone**	202-730-1717
☐	**Alternate Contact E-mail**	Tina.Hill@dc.gov
☐	**Alternate Contact Fax**	202-730-1514
☐	**Solicitation Advertising Date**	November 5, 2014
☐	**Solicitation Issuance Date**	November 5, 2014
☐	**Solicitation Pick-Up Location**	1125 15th Street NW, Washington, DC 20005. Must call in advance to schedule pickup time
☐	**Solicitation Fee - Board Number**	**Fee: - Board Number:**
☐	**IFB Opening Date/Time**	**N/A**
☐	**Closing Date/Time**	**December 3, 2014/2 p.m.**
☐	**Pre-Proposal/Bid Conference Date**	**November 12, 2014**
☐	**Pre-Proposal/Bid Conference Time**	**02:00 PM**
☐	**Pre-Proposal/Bid Conference Location**	**1125 15th Street NW, Washington, DC 20005**
☐	**Synopsis: This is a summary of the solicitation's contents**	Positive behavior support interventions (PBS) for adults with intellectual disabilities