



**Redevelopment Authority**  
of Prince George's County

# **REDEVELOPMENT AUTHORITY OF PRINCE GEORGE'S COUNTY**

## **REQUEST FOR PROPOSALS NO. 2022-1**

***Interior Demolition, Limited Scope Construction  
and Conversion to Grey Box Space at  
4524 Suitland Road Suitland MD 20746***

***ISSUE DATE:***

***February 25, 2022***

***PRE-PROPOSAL CONFERENCE:***

***March 3, 2022***

***PROPOSAL CLOSING:***

***March 25, 2022***



This document is available from the Redevelopment Authority Webpage at:  
<http://www.princegeorgescountymd.gov/sites/RedevelopmentAuthority/Developers/Opportunities/Pages/default.aspx>

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**SECTION I: INTRODUCTION**

**1.1 SUMMARY STATEMENT**

The Redevelopment Authority of Prince George's County (RDA) is hereby soliciting Proposals from qualified contractors to provide partial interior demolition and return to grey box finish of the of a one story building. The objective of this procurement is to secure a contractor for the: partial demolition, construction and grey box finish of the interior space of the former coin operated laundry center located at 4524 Suitland in Suitland MD.

**1.2 SOLICITATION CLOSING DATE**

The Proposer must submit original and 4 copies of the Proposal along with an electronic version on a compact disk (CD) in a sealed package and address to:

Gerald Konohia  
Senior Manager  
Redevelopment Authority  
9200 Basil Court, Suite 504  
Largo, Maryland 20774

Proposals must be received, and time stamped by the Redevelopment Authority no later than March 25, 2022 at 12:00 noon EST. The submittal must be sealed, and the outside envelope must be clearly marked "**RFP No. 2022-1**".

**Late Proposals will not be considered.** Respondents to this RFP mailing Proposals should allow sufficient mail delivery time to ensure timely receipt by the Redevelopment Authority. Proposers shall prepay any shipping/delivery charges, as applicable, for all documents submitted.

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**1.3 QUESTIONS, INQUIRIES AND PRE-PROPOSAL CONFERENCE**

Questions and inquiries must be submitted via email no later than five business days prior to the RFP closing date to:

Gpkonohia@co.pg.md.us

Phone calls or faxed questions will not be accepted. All questions and answers will be posted to the RDA website no later than ten business days prior to the RFP closing date. All potential respondents are responsible for checking the RDA website for any addendums. A Pre-Proposal Conference will be held at 4524 Suitland Road on March 3, 2022 at 10:00 a.m. EST. Attendance at the pre-Proposal conference is not mandatory but is strongly recommended.

**1.4 PROPOSAL ACCEPTANCE**

The Redevelopment Authority reserves the right to accept or reject all Proposals, in whole or in part, received because of this solicitation and to waive minor irregularities. Further, the RDA reserves the right to make a whole award, partial award, or no award at all.

**1.5 DURATION OF PROPOSAL OFFER**

Proposals are to be held valid for six months following the closing date for this RFP. This period may be extended by mutual written agreement between the Proposers and the Redevelopment Authority.

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**1.6 NOTICE TO PROPOSERS**

Before submitting a Proposal, Offerors are to completely familiarize themselves with the requirements of the solicitation. Failure to do so will **not** relieve the Offeror of responsibility to fully perform in accordance therewith. No consideration will be granted for any alleged misunderstanding of the material to be furnished or work to be done, it being understood that the submission of a Proposal is an agreement with all the items and conditions referred to herein.

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**SECTION II: GENERAL INFORMATION**

**2.1 ECONOMY OF PREPERATION/INCURRED EXPENSES**

Proposals should be prepared simply and economically, providing a straightforward, concise delineation of the Proposers' capabilities and description of the offer to meet the requirements of this RFP. The RDA will not be responsible for any costs incurred by any Offeror in preparing and submitting a response to this solicitation.

**2.2 ADDENDA TO REQUESTS FOR PROPOSAL**

If it becomes necessary to revise any part of this RFP, Addenda will be provided on the RDA website. It is the responsibility of all potential respondents to regularly check the RDA website for any Addenda.

**2.3 ORAL PRESENTATIONS**

The Redevelopment Authority reserves the right to conduct individual interviews with finalists and to request best and final offers from any or all finalists. Those Proposers may be required to provide oral presentations to discuss their Proposal, answer questions from the RDA's Proposal Analysis Group, and/or clarify their technical submittal.

**2.4 CONFIDENTIALITY/PROPRIETARY INFORMATION**

Proposers must specifically identify those portions of their Proposals, if any, which they deem to contain confidential, proprietary information or trade secrets and must provide justification why such material should not, upon request, be disclosed by the Redevelopment Authority in accordance with the Maryland Freedom of Information Act, 10-601 et. seq., State Government Article, Maryland Annotated Code. Proposers must clearly indicate each page that is deemed to be confidential / proprietary or a trade secret (it **IS NOT** sufficient to preface your proposal with a proprietary statement).

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**2.5 ALLOWANCE OF IN-HOUSEWORK**

No section or portion of this RFP or the resulting Contract shall be construed or interpreted to preclude the Redevelopment Authority from accomplishing any task or undertaking of any operation or project utilizing its own work force and that of the Owner's Representative.

**2.6 FORMATION OF AGREEMENT/CONTRACT WITH SUCCESSFUL CONTRACTOR**

The Contract to be negotiated because of this RFP (the "Contract") shall be by and between the Proposer as Contractor and the Redevelopment Authority as Owner and shall contain provisions included in this RFP. By submitting a Proposal in response to this RFP, the Proposer accepts the terms and conditions set forth herein.

**2.7 AFFIDAVITS, CERTIFICATIONS AND AFFIRMATIONS**

Proposers are required to submit with their Proposal certain certifications, affirmations, and affidavits. These forms, which should be completed by all Offerors, are included as Appendix A of this RFP.

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**SECTION III: SCOPE AND REQUIREMENTS**

**3.1 BACKGROUND/PROJECT DESCRIPTION**

The Redevelopment Authority's mission is to contribute to the creation of a diverse and vibrant economy and living environment for Prince George's County, using community building techniques and providing responsible and responsive development and redevelopment that is designed to enhance quality of life, balanced growth, and job creation for diverse, sustainable communities.

Beginning in the early 2000's, the RDA began acquiring the dilapidated and blighted properties in the Suitland Manor Subdivision, along Homer Avenue, Huron Avenue, Hudson Avenue, Lewis Avenue and Chelsea Way. The Acquisition, totaling 22 acres, was complete in 2007. The tenants were relocated, and all buildings were demolished.

In late 2014, the RDA, together with its development consultant team began planning the development of a new mixed-use community anchored by the Suitland Federal Center which houses the new headquarters of U.S. Census Bureau. Working collaboratively and assembling adjacent property owners, the development team in 2015, guided the property through the entitlement process obtaining approval of the Preliminary Plan of Subdivision and the MUTC Special Permit. With adjacent property owners the total land area of the approved plans is approximately 29 +/- acres.

Once momentum was achieved with the residential portion of the mixed-use community the focus expanded to restore the vibrant commercial and retail services for the residents and visitors. With an initial emphasis on Suitland Road, in 2019 -2021 the RA along with other county agencies acquired several adjacent commercial sites including the former strip mall along the east side of Suitland Road and the former coin operated laundry @ 4524 Suitland Road.

The objective of this solicitation is to procure a contractor for the: demolition, removal, and disposal of building materials including concrete, lumber and small amounts of scrap metal based on a visual assessment of the building's interior space; partial and rough refinish of the interior space, partial demolition, and removal of concrete slab to be replaced with gravel ready to pour. Installing steel entry way doors; filling g dealing masonry ventilation portals on the exterior walls and re-installing limited electrical and plumbing services to the southern portion of the building.

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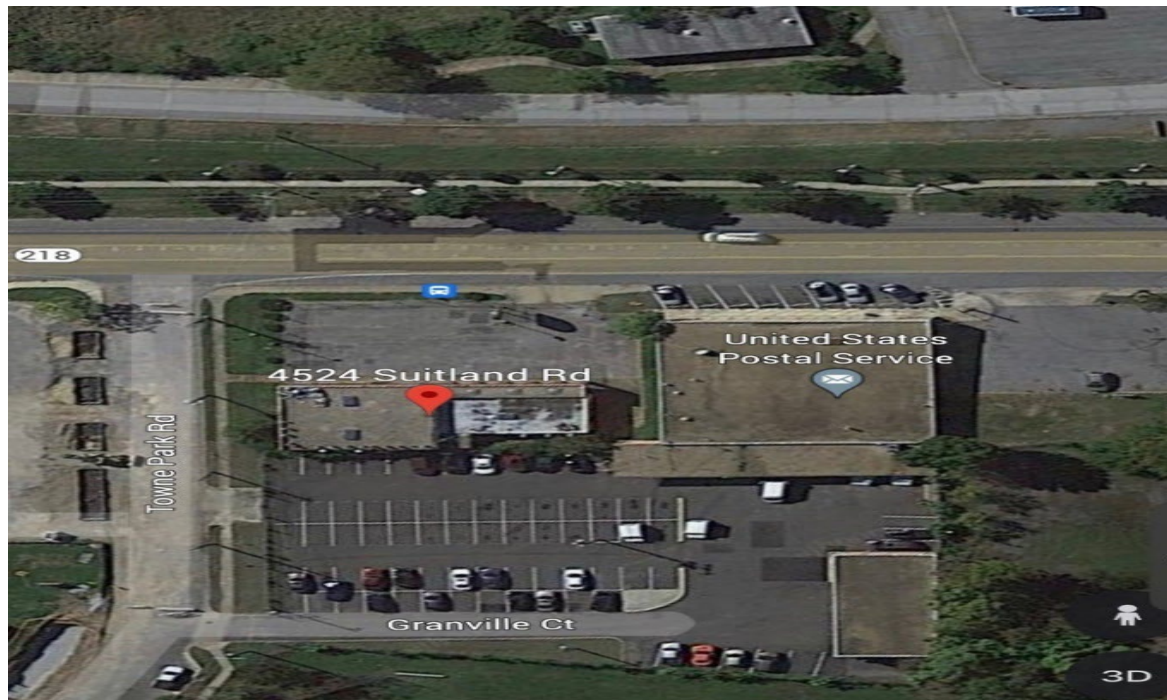
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**3.2 SITE DESCRIPTION**

The building's interior was subject to a previous partial demolition and all equipment and fixtures have been removed. In the absence of a useful schematic or mechanical drawings and given the building's current condition, rather than provide drawings, it is recommended that interested parties visit and inspect the site in order to prepare Proposal submissions.

Fig 1. Aerial Photo of Site



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Figure 2. Street level view of 4524 Suitland Road



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**3.3 SCOPE OF SERVICES**

The Contractor procured through this RFP will be required to provide all labor, supervision, materials, and equipment required to complete the following in accordance with Proposal documents:

- Demo existing concrete slab and haul away.
  - This is a complete demolition of the existing slab, including all steel within the slab. Price also includes prepping the building for installation of a new slab to include vapor barrier and gravel (no steel).
- Remove and replace the existing sidewalk (not under breezeway)
  - This is replacing the exterior sidewalk at the face of the building and installing code require sidewalk to include handicap ramp.
- Masonry fill the 12 vent holes in the rear of the building.
  - Complete infill of all masonry openings.
- Patch openings in breezeway ceiling.
  - Repair stucco ceiling beneath breezeway. (Does not include refinishing or structural repairs, if required).
- Demo plumbing and electric.
  - This is a complete demolition of the mechanical trunk line, all plumbing and electrical to the source within building.
- Apply CMU sealer and (1) coat of paint on the interior walls and exterior rear.
- Debris removal at the back of the building.

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**3.4 REQUIREMENTS**

Demolition work scope shall comply with the Proposal documents and the following:

- 1) Contractor shall comply with all Federal, State, County and local laws, regulations and ordinances.
- 2) Security. As soon as possible after contract award, Contractor shall post “No Trespassing” signs on all sides of the buildings to be demolished. Wherever necessary for protection of the public or where required by State or local laws, regulations or ordinances, the Contractor shall erect and maintain substantial temporary barricades or fences closing off access to the buildings, work site and open cellars. At no time shall there be any opening or void left uncovered and not posted.
- 3) Debris Removal and Disposal. Contractor shall remove all building material, rubbish, or refuse from the demolition site daily. No material or debris may be buried on site. Contractor shall provide all documentation regarding the proper disposal of all rubbish, soil, refuse, and any other debris. Contractor shall be responsible for all dump fees.
- 4) Salvage. Contractor may remove doors, windows, light fixtures, and other items as salvage from the jobsite for salvage value if desired.
- 5) Daily Cleanup and Dust Control. Contractor shall keep the surface of all streets and sidewalks affected by its work, including decking and temporary paving in a clean, neat, and safe condition, limiting to the extent possible dust and smoke on and around the demolition site. The Contractor shall sprinkle with water or otherwise treat the surface and surrounding areas being used by the Contractor sufficiently to keep down any dust generated during the progress of its work. Contractor shall remove all piles of dirt and debris. There shall be NO fires of any kind or burning of any debris.
- 6) Final Cleanup. The site of each demolished building shall be cleaned up and left in a condition satisfactory to the RDA.

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**SECTION IV: PROPOSAL SUBMITTALS**

**4.1 PROPOSAL FORMAT**

Each Proposal shall have the following sections prominently displayed:

1. Title Page
2. Table of Contents
3. Project Approach & Methodology
4. Fee (Not to Exceed), including unit rates.
5. Local & MBE Participation
6. Timeline
7. Exceptions or Restrictions
8. Statement of no Conflict of Interest
9. Statement of no Pending or Threatening Litigation
10. Certificate of Good Standing

**4.2 FORMAT DESCRIPTION**

Each Proposal shall conform to the following order and format:

- 4.2.1 **Transmittal Letter:** The Proposal shall include a transmittal letter prepared on the Proposer's business stationery. The purpose is to identify the Proposer and transmit the Proposal to the RDA and should therefore be brief. The letter must be signed in ink by an individual who is authorized to bind the firm to all statements, including services and prices contained in the Proposal.
- 4.2.2 **Title Page:** Each Proposal shall begin with a Title page. It should display the words "RFP No. 2022-1." It should also have the name of the company, and name, title, business address, email address and telephone number of the person authorized to obligate the company.
- 4.2.3 **Table of Contents:** The Proposal shall contain a "TABLE OF CONTENTS" with page numbers indicated.
- 4.2.4 **Proposal:** The Offeror shall present their offer on double spaced typed pages. Proposal must address each of the areas covered under the evaluation criteria in the order as provided below:

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**The Project Approach and Methodology:** Offerors must submit a narrative description of the proposed staffing, equipment to be deployed, organizational structure and other resources required to provide the demolition services required by this RFP. The narrative should include a description and explanation of any management, cost control and scheduling software to be utilized.

**Experience and Key Personnel:** Offerors must provide examples of a minimum of three relevant completed projects where it has provided for the installation of erosion and sediment control features, building demolition services and other activities relevant to this solicitation. Descriptions of successfully completed projects by the team members of similar scope to the one proposed and shall include the timeline for completion, and total cost. Offerors must identify the keymembers of the proposed Construction Management team. Resumes for each key member of the team should be submitted and shall be limited to three pages each.

**Fee (Lump Sum):** The Offeror must submit on the Proposal Form (Appendix A) the proposed lump sum fee for the total scope of work and services to be provided. The fee shall include the cost for mobilization, operations, demobilization and all miscellaneous expenses and fees such as, but not limited to office administration, telephone, mailings, dump fees, site overheads and other expenses. Offerors must also provide on the Appendix A - Proposal Form the Unit Prices to be used for changing quantities of work items. Please do not make any changes to the format of the Proposal Form.

**Local and Minority Business Involvement:** The RDA seeks to have local and minority participation at all levels of the Project. Please identify all local and minority businesses that are part of the Construction Management team. The RDA encourages Local and Minority Businesses to submit as prime consultant if qualified.

**Timeline:** The Offeror shall present the Project timeline in a weekly or monthly format as may be convenient identifying the overall duration for the work and major activities.

- 4.2.5 Exceptions or Restrictions: Should the Offeror take exception to any provision or requirement of this RFP; it must be indicated in this section.
- 4.2.6 No Conflicts of Interest: The Offeror is required to make a statement of no knowledge of any potential conflicts of interest with the Redevelopment Authority or Prince George's County.

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4.2.7 No Pending Litigation: The Offeror must affirm that they are not party to any pending litigation against the Redevelopment Authority or Prince George's County.

4.2.8 Certificate of Good Standing: The Offeror must provide a Certificate of Good Standing from the State of Maryland.

**4.3 OFFEROR QUALIFICATIONS**

- Offeror must show through entity and/or key personnel experience a track record of having provided similar construction activities, including installation of erosion and sediment control features, building demolition and finish grading activities.
- Offeror must provide evidence of organizational and financial capacity to deliver the proposed services.

**4.4 DEMONSTRATION OF EXPERIENCE**

Proposers shall identify three (3) similar demolition projects, completed or in process of completion, comparable to Proposer's proposed services and which Proposer or their key personnel have had primary involvement. For each relevant project, the Proposer shall identify the following:

- a. Project name.
- b. Location or address of the project.
- c. Description of the project, including work performed and total acreage.
- d. Period of performance.
- e. Estimated total project costs, if the project is not yet complete or actual total development costs if project has been completed.
- f. Projected commencement and completion date, if project is not yet complete or actual commencement and completion date if project is complete.
- g. Name and contact information for Project Owner or representative provided as a reference.

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Offerors must be fully licensed in the State of Maryland for the type of work required by this solicitation no later than the date that proposals are due. Offerors who are not fully licensed and certified shall not be found qualified.

The Project will require the Contractor to provide proof of the following insurance coverages prior to commencement of Work:

- Commercial General Liability insurance having limits of at least 1 million dollars per occurrence, 2 million dollars aggregate.
- Umbrella Liability insurance of at least 2 million dollars.
- Commercial Auto (including owned, leased, non-owned and hired) having limits of at least \$500,000; and
- Workers Compensation Insurance at statutory amounts.

**4.5 COUNTY LOCAL AND MINORITY OWNED BUSINESS PARTICIPATION**

A priority for Prince Georges County Government and a mission of the RDA is to create jobs and opportunities for residents, County located business enterprise (CLB), minority-owned businesses (MBE) and women-owned businesses (WBE) certified businesses. The goal is to build capacity for such firms to grow and compete effectively with their majority-owned counterparts.

The total contract value for this solicitation, must include 40% local and MBE/WBE participation. These are minimum thresholds, and it is expected that successful respondents will exceed these thresholds as described in this Section.

For businesses with a headquarters located outside of Prince George's County, the following will be considered as CLB for the purpose of achieving the 40% local participation requirement:

- the business has an established office within Prince George's County with at least 5 full-time-equivalent (FTE) employees working in the county located office; or
- the business has at least three FTE employees in the county located office, with at least two of those being residents of Prince George's County; or
- the business has an ownership interest in the building housing the county located office.

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**SECTION V: EVALUATION AND SELECTION PROCESS**

**5.1 SELECTION PROCESS**

The Proposer that best meets the Redevelopment Authority's requirements in this solicitation in terms of capabilities and price will be selected.

**5.2 EVALUATION AND SELECTION COMMITTEE**

The Selection Committee (SC) will evaluate all Proposals received by the closing deadline. The SC may request additional technical assistance from any resource at its discretion.

**5.3 QUALIFYING PROPOSALS**

The SC shall first review each Proposal for compliance with the requirements of this RFP set forth in Section IV. Each Proposal received because of this RFP shall be subject to the same review and evaluation process. Failure to comply with any requirements of this procurement may disqualify a Proposer's Proposal. The RDA reserves the right to waive a requirement and/or minor irregularities when it is in the RDA's best interest to do so. Proposals will not be opened publicly. The RDA also reserves the right to request supplemental information from Proposers during the evaluation period. The following criteria will be used in the evaluation of submitted proposals.

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**5.4 EVALUATION CRITERIA**

After determining compliance with the requirements of this RFP the SC shall conduct its evaluation of the technical and cost merit of the proposals. Each proposal received because of this RFP shall be subject to the same review and evaluation process. The following criteria will be used in the evaluation of submitted proposals:

Project Approach & Methodology (narrative demonstrates understanding = higher score)	10
Experience (more experience = higher score)	20
Key Personnel (better appropriate credentials = higher score)	10
Fee (Not to Exceed) (lowest realistic fee = higher score)	30
Local Business Involvement (more LB involvement = higher score)	5
Minority Business Involvement (more MB involvement = higher score)	15
Timeline (more realistic timeline = higher score)	10
<b><i>Total</i></b>	<b><i>100</i></b>

**5.5 FINAL RANKING AND SELECTION**

The evaluation criteria contained herein shall be scored by the SC based upon the stated weight factors for each evaluation criteria. The SC will make recommendations to the Executive Director who will make the final selection.

Based on the SC's initial review of Proposals, the RDA may invite, without cost to itself, ranking finalists to make a presentation to the SC of their proposal and their capabilities as a further consideration in the selection process. The RDA also reserves the right to request supplemental information including, but not limited to, audited and unaudited financial statements of all equity partners.

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**5.6 PROPOSALS PROPERTY OF RDA**

All Proposals submitted in response to this RFP become the property of the RDA and may be appended to any formal documentation which would further define or expand the contractual relationship between the RDA and the successful Offeror.

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**SECTION VI: APPENDICES**

**APPENDIX A - PROPOSAL  
FORM**

I (we) \_\_\_\_\_,  
Company Name Tax ID No.

Propose to furnish all labor, materials, equipment, and services and supervision required by the contract documents for the entire work, in accordance with the contract documents and scope of work for Apartment Building Demolition at the Towne Square at Suitland Federal Center Development, for the lump sum price of \_\_\_\_\_ (\$ \_\_\_\_\_).