REQUEST FOR PROPOSAL

THE WHARF – PARCEL 4
FF&E Design, Procurement and Installation Services

Proposals due by: Wednesday, March 16th
I. PROJECT SUMMARY

Hoffman-Madison Waterfront (HMW) is issuing a request for proposal for FF&E design, procurement and installation services for the Parcel 4 building, located within Phase 1 of The Wharf redevelopment in Southwest Washington, D.C.

Representing the largest urban waterfront revival project in the United States, The Wharf is a $2 billion, world-class, mixed-use waterfront community in the District of Columbia’s Southwest Waterfront. The development area stretches across 24 acres of land and more than 50 acres of water, from the Municipal Fish Market to Fort McNair, on an almost mile-long stretch along the historic Washington Channel. As developer, Hoffman-Madison Waterfront is transforming The Wharf into a vibrant, amenity-rich, 24-hour neighborhood for District residents and visitors alike, featuring 3.2 million square feet of new residential, office, hotel, retail, cultural, marina, and public uses including waterfront parks, promenades, piers, and docks.

The Parcel 4 building will consist of 112 luxury condominium units, marketed as VIO, and 150 apartment units. The first two floors will consist of retail tenants. The condominium component occupies the southern portion of the building facing the water and within the entire building footprint on the 11th, 12th and penthouse levels. The 150 apartment units occupy the northern portion of the building on floors 3-10. Parcel 4 is scheduled to deliver in the 3rd Quarter of 2017.
II. **PROJECT SCOPE**

Please provide fees with separate breakdowns for the VIO Condominium and The Parcel 4 Apartments spaces.

1. **General Services**

   Consultant services will include FF&E design, specification, and procurement consisting of purchasing, coordination of shipping/freight management, delivery, storage/warehousing logistics as well as final installation. Consultant will also be responsible for the handling any deficiencies that may arise during and/or after the installation and will be required to perform project close-out services including developing punch-lists and coordinating turn-over procures. FF&E items should include, but are not limited to, sofas, chairs, pillows, tables, consoles, lamps, decorative lighting, window treatments, outdoor furniture, area rugs, art and accessories.

   The consultant will be required to provide the following deliverables.

   - Conceptual schematic designs including preliminary budgets. Owner will provide comments on the presented designs and consultant will revise designs as required to incorporate owner comments.
   - Value engineering suggestions for FF&E items as needed
   - Finalized floor plans showing all design elements
   - Final itemized budget at time of procurement
   - Furniture delivery and installation coordination plans
   - Complete specification manuals for all selected furnishings and accessories
   - Complete inventory document
   - Material tracking and purchase order reports (bi-weekly or more frequently if required) indicating current status of each FF&E item

2. **Included Areas**

   Architectural drawings with included areas highlighted and schematic renderings of certain common areas are included in Appendix A.

   **VIO CONDOMINIUM**
   - Lobby (1st Floor)
   - Feature Wall Artwork (1st Floor)
   - Management Offices (2nd Floor)
   - Condo Lounge (2nd and 3rd Floor)
   - Pool Deck and Courtyard Terrace
   - Corridor Artwork (3rd – 12th Floor)
   - One Model Unit (exact location TBD)

   **APARTMENTS**
   - Lobby (1st Floor)
   - Two (2) Feature Wall Artwork Pieces (1st Floor)
   - Apartment Lounge (3rd Floor)
   - Outdoor Terrace (3rd Floor)
   - Corridor Artwork (3rd – 10th Floor)
   - One Model Unit (exact location TBD)
III. PROPOSAL DELIVERABLES AND SUBMISSION TIMELINE

Proposals will be expected to include the following items:

- Itemized fee for scope of work outlined above (broken down by area with separate breakouts for the condominium and apartment)
- Fees should be presented with separate line items for freight, warehousing, and installation.
- Conceptual budget estimate for FF&E items
- Proposed project schedule to coincide with building delivery
- Examples of past work
- References

Please deliver in electronic format only. Hard copies are not required.

Below is a submission schedule with key dates noted.

- **February 26th, 2016**: RFP distributed
- **March 7th, 2016**: Questions on RFP due
- **March 16th, 2016**: Proposals due

Should you have any questions, please contact Eric Potkin at epotkin@pnhoffman.com. Questions must be submitted by 5:00pm, March 7th, 2016. Responses to all questions will be shared with all interested parties. Please register with Mr. Potkin if you wish to receive the consolidated questions and answers.

_HMW is committed to 35% of The Wharf project budget, adjusted, to DC Certified Businesses._ In this regard, please indicate whether your firm is a CBE and, if so, please provide your certification number. If you are submitting a proposal as part of a joint venture between a CBE and non-CBE firm and/or if you are a non-CBE and plan to subcontract a portion of the work to a CBE, please separate the CBE proposal fee from the non-CBE proposal fee and provide the CBE number for the CBE firm.

**Conflict of Interest**: Please disclose any potential conflicts of interest.

**Confidentiality**: The information enclosed in this document as well as the attached exhibits are considered confidential. Failure to comply with this request will result in an unsuccessful proposal and potential further action could be taken by the Owner.
Condo Lobby
(Hatched items by general contractor, not included in FF&E)
Condo Club Room
Apartment Lobby
(hatched items by general contractor, not included in FF&E)
This artwork included in FF&E