



## **Invitation for Bid (IFB)**

The American Turkish Association of Washington D.C. (ATA-DC), a 501(c)(3) non-profit organization, seeks proposals from qualified electricians for services related to the renovation of its office space located at **7115 Leesburg Pike, Suite 302, Falls Church, VA 22403** prior to a separate general contractor destroying, modifying, or otherwise altering the interior finishes, walls, doors, flooring, and ceiling. The attached drawings show existing and proposed interior finishes, walls, and doors.

The electrician will provide proposed amendments to the overall drawings to identify locations for new electrical cables, outlets, switches, and other electrical equipment on the plan and include a load assessment of the current electrical panel in the office space.

Additionally, appropriate wiring should be added for a projector and screen in the large hall and for screens in each of the smaller rooms. Floor outlets will also be required in each room. Based on the approved amendments, the electrician will acquire and install all appropriate electrical equipment in compliance with local, state, and federal code requirements.

## **Scope of Work**

The selected electrician will:

### **1. Remove Existing Electrical Equipment**

- Safely remove all electrical equipment from interior spaces to prepare for subsequent modifications to finishes, walls, doors, flooring, and ceilings by another contractor. Use working existing equipment per the new plan when possible.

### **2. Provide Electrical Amendments**

- Review the attached drawings, which detail the existing and proposed interior layouts, finishes, walls, and doors.
- Develop and submit proposed amendments to the drawings, identifying locations for new electrical cables, outlets, switches, and other equipment.
- Conduct a load assessment of the current electrical panel to ensure it meets the updated requirements.
- Develop an electrical plan in accordance with regulations and obtain necessary permits

### **3. Procure and Install Electrical Equipment**

- When possible, use existing working equipment. If necessary, acquire and install approved electrical equipment in compliance with local, state, and federal codes.
- Ensure all installations meet the highest standards of safety and functionality.

#### **Pre-Bid Walk-Through**

A pre-bid walk-through of the location can be scheduled to address questions and assist bidders in preparing high-quality proposals. Interested parties should contact [guclu@atadc.org](mailto:guclu@atadc.org) or [sevtap@atadc.org](mailto:sevtap@atadc.org) to arrange a visit.

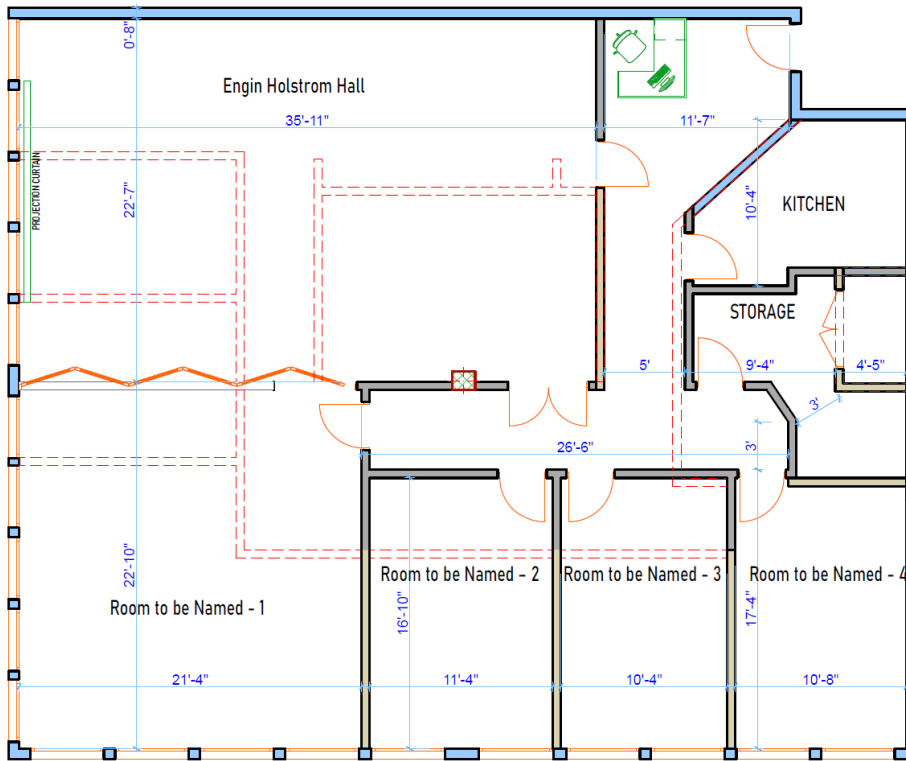
#### **Submission Requirements**

Interested bidders must submit the following:

- Detailed proposal, including timelines and costs.
- Proof of licensure, insurance, and relevant certifications.
- References for similar projects completed within the last five years.

#### **Submission Deadline**

Proposals must be received by 2/10/2025 at [info@atadc.org](mailto:info@atadc.org). Late submissions will not be considered.



- NEW PARTION WALL
- EXISTING PARTION WALL TO DEMOLISH
- EXISTING PARTION WALL TO REMAIN