

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
Executive Office of the Mayor  
Office of the Deputy Mayor for Planning and Economic Development



**QUESTIONS AND ANSWERS**

**SOLICITATION NO.: [DCEB-DMPED-09-R-BROKER-01](#)**

Q: Should the disposition not go through do the Brokers get paid advisory fee?

A: A selected Broker bears any and all risk associated with transactions that do not close because of market conditions and/or failure of performance by the purchaser.

In the event the District elects not to move forward with a transaction, the District may, in its sole and absolute discretion, negotiate an upset fee with the Broker; in no event will the upset fee be greater than \$50,000.

Q: Should the cooperating broker fee be included?

A: An Offeror should provide fee structure/commissions both with and without the cooperating broker fee for the four different transaction categories separately.

Q: Should offerors provide separate fee structure for different transaction category? How will DMPED evaluate the commission based on average commissions for different transaction category or as one category?

A: Offerors should provide fee structure/commissions both with and without the cooperating broker fee for the four different transaction categories separately. DMPED will evaluate the commission average across the categories separately as well.

Q: Are the option periods advisory/consulting related? If this is the case is it helpful to differentiate between the advisory/consulting and commission data?

A: DMPED is not seeking a Broker to provide general real estate advisory/consulting services; advisory/consulting services will be provided by a Broker only to the extent those services pertain to a specific real estate transaction of DMPED. In addition, the only compensation a Broker will receive is through its commission (i.e., it will not be compensated on an hourly basis for services provided). Thus, the option periods are related to the overall set of services to be provided, and there is no need to differentiate between advisory/consulting and commission data.

Q: Please explain how the how the 35% sub contracting requirement can or will apply. Can you please expand or clarify your intent?

A: The 35% small business enterprise subcontracting goal applies if the Offeror intends to subcontract work under the contract. If the Offeror intends to subcontract for goods and services, then at least 35% of the dollar value of the Contract shall be subcontracted to certified small business enterprises. The costs of materials, goods, and supplies shall not be counted towards this 35% subcontracting requirement unless such materials, goods, and supplies are purchased from certified small business enterprises.

Q: Is there a "Broker License" requirement?

A: Offerors responding to this solicitation are required to have a real estate broker license to practice in the District. In addition, all agents performing brokerage services must have a valid salesperson license in the District of Columbia and must have their license held by the licensed Broker.