RLP ATTACHMENT C – 57-10005-27-FA

OFFEROR SUBMITTAL CHECKLIST – FOR USE WITH GLOBAL RLP PACKAGES

Offeror Instructions: This checklist has been included with the Request for Lease Proposal (RLP) to underscore the documents and information that may be required by the RLP. Detailed requirements are contained in the RLP. In the event of an inconsistency between the checklist and the RLP, the RLP is the authoritative source.

#	RLP ¶	Submittal	Required/ May Apply	Offeror Use
	1.06	Lease No. 57-10005-27-FA – This document is provided for information purposes only and DOES NOT need to be returned with offer response. Please do not attempt to complete this document.	N/A	
	1.06	Agency Special/Specific Requirements – Georgetown, Sussex County, Delaware – All pages initialed	Required	
	1.06	Addendum 1 to EXHIBIT B	Required	
	1.06	USDA Infrastructure Operations Division ADP and Wiring Guidelines Version 3.0 – All pages initialed	Required	
	1.06	USDA Facility Signage Guide (April 2014) – All pages initialed	Required	
	1.06	Security Requirements – Facility Security Level I – All pages initialed	Required	
	1.06	DOL Wage Determination (Davis-Bacon Act WD #: DE20260009) (Jan 2, 2026) – All pages initialed	Required	
	1.06	GSA 3517B, General Clauses – All pages initialed	Required	
	1.06	GSA Form 12000 for Prelease Fire Protection and Life Safety Evaluation for an Office Building (Part A or Part B) (See Section 3 for applicable requirements)	Required	
	1.13 & SAM Registration	Small Business Subcontracting Plan, if required for Other Than Small Business above the threshold (FAR 19.109(a)(1) (GSA Class Deviation RFO-2025-19))	May Apply	
	2.01	Test Fit Layout of Space, USDA Service Center Only – NRCS Partner Space can be represented as a generalized block for purposes of square foot measurement only	Required	
	2.05.D	Asbestos Management Plan or Operations and Management Plan (For Space Containing ACM)	May Apply	
	2.05.D	Asbestos Reinspection Report (For Space Containing ACM)	May Apply	
	2.05.D	Asbestos Inspection Report (For Space Containing ACM)	May Apply	
	2.09	Disclosure of any Known Hazardous Conditions or Environmental Releases with/from Offered Space, Building or Property	May Apply	
	2.10	Phase 1 Environmental Site Assessment	May Apply	
	3.01.C	Authorization to Represent Owner	May Apply	
	3.01.D	Conditional Commitment of Funds	Required	
	3.01.E	Local Zoning Compliance Evidence	Required	
	3.01.F	Evidence of Ownership and/or site control	Required	
	3.01.G	Agreement to Acquire an Interest in the Property	May Apply	
	3.01.H	Proof of Signing Authority	Required	
	3.01.I	Conflict of Interest Disclosure Documentation	May Apply	
	3.01.J	Systems for Award Management Registration (Refer to FAR 4.1102(a) and 52.204-7)	Required	
	3.01.K	Fire Protection and Life Safety Documentation	Required	
	3.01.K	Certificate of Occupancy (Building)	Required	
	3.01.L	Legal Description of the Property	Required	
	3.01.M	Parking Plan and Parking Narrative	Required	
	3.01.N	Architectural Plans for Building Modernization	May Apply	
	3.01.O	Computer Aided Design (CAD) Generated Plans	Required	
	3.01.P	Vending Facilities	May Apply	
	3.01.Q	Evidence of Amenities	Required	
	3.01.R	Energy Star or Other Efficiency Improvements Supporting Documentation	Required	
	3.01.S	Hydrology Statement	May Apply	
	3.01.T	Representation Regarding Certain Telecommunications and Related Services or Equipment	May Apply	
	3.06.V	Construction Schedule	Required	
	3.03.A	GSA Form 1217 Lessors Annual Cost Statement	Required	
	3.03.A	"Other" Statement for GSA Form 1217	May Apply	
	3.03.B	GSA Form 1364, Proposal to Lease Space	Required	
	3.03.B.12	Deviations	May Apply	
	3.03.D	Tenant Improvement Cost Summary (TICS) Workbook – Do not attempt to complete until approved DIDs are received	Required	
	3.03.D	Two (2) independent bids to support TICS cost elements	Required	
	5.04.A	Other Technical Submittals – Remodeled Building Only	May Apply	
	5.04.B	Other Technical Submittals – New Construction Only	May Apply	
	5.04.C	Other Technical Submittals – Both New Construction/Development and Remodel	Required	
	RLP Exhibit I	New Construction Exhibit Submittals	May Apply	
	RLP Exhibit J	Swing Space Exhibit Submittals	May Apply	