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MARYLAND DEPARTMENT OF GENERAL SERVICES

FACILITIES OPERATIONS & MAINTENANCE • FACILITIES PLANNING, DESIGN, CONSTRUCTION & ENERGY
PROCUREMENT & LOGISTICS • REAL ESTATE

NOTICE TO BIDDERS

Solicitation Fact Sheet

- PLEASE READ THOROUGHLY -

**BIDS FOR THIS SOLICITATION ARE BEING ACCEPTED SOLELY ONLINE THROUGH
www.emaryland.buyspeed.com/bs/**

PROJECT NO. HT-000-100-201

TITLE: Permanent Exhibit Rites Trail at Jefferson Patterson Park & Museum

For the purpose of this solicitation, the Instructions to Bidders for Construction Projects (March 2007), and the General Conditions for Construction Contracts (July 2018) have been supplemented as follows:

- 1. BID DUE DATE:** March 25, 2019 at 2:00 PM
- 2. *PRE-BID CONFERENCE is scheduled for:** March 11, 2019 at 11:00 AM, Jefferson Patterson Park & Museum, 10515 Mackall Road, St. Leonard, MD 20685.
- 3.** Carefully review the Department of General Services' Instructions to Bidders for Construction Projects (March 2007) and General Conditions for Construction Contracts (July 2018) which are attached to this solicitation.
- 4. The PROJECT CLASSIFICATION for this solicitation is:** "C" (\$500,000 to \$1,000,000)

5. PLANS AND SPECIFICATIONS:

ALL BIDDERS are directed to obtain the Contract Documents directly from eMaryland Marketplace (eMM). Please go to the "Attachments" section of the solicitation to view, print, and/or download the plans, specifications, any/all addenda, and all other documents available.

NOTE: For the purposes of bidding, all Contract Documents used for bidding, must be printed in the size and resolution advertised.

6. ATTACHMENTS: (Bid/Proposal Affidavit, Bid Bond, and Minority Business Enterprise (MBE) Forms)

ALL forms required to be submitted with the bid must be either attached to the eMM solicitation response form as one attachment, or mailed/hand-delivered to the Department of General Services, BPW Administration, 301 West Preston Street, Room M-6, Baltimore, Maryland 21201 prior to the deadline for receipt of bids stated in this Solicitation Fact Sheet, or as may be amended. If mailed or hand-delivered, forms must be originals with original signatures and shall

be in an envelope marked, naming: Specific Documents Enclosed, the Project Number, the Project Title, and the Bid Due Date and Time). Faxed copies or emails will not be accepted.

NOTE: For this solicitation, the following forms **SHALL** be submitted with the bid:

- **Completed Bid Bond Form** (if bid is over \$100,000) – submit in accordance Item 4 in the Instructions to Bidders for Construction Projects.
- **MBE Attachment D-1A** – submit in accordance with Minority Business Enterprise Utilization Procedures – November 2017.
- **Bid/Proposal Affidavit** – submit in accordance with Item 2.B(6) in the Instructions to Bidders for Construction Projects.

If bidders elect to attach forms to eMM bids, the apparent low bidder will be required to submit the original bid bond within 72 hours of notification from procurement officer.

7. MINORITY BUSINESS ENTERPRISE:

The MBE subcontracting participation goal for this solicitation is: 20% with a 7% African American-owned subgoal.

The MBE participation shall be a percentage of the BASE BID.

If the bidder fails to accurately complete and submit MBE Attachment D-1A with the bid, the procurement officer shall deem the bid non-responsive and reject the bid.

Please refer to the MDOT MBE Directory at <https://mbe.mdot.maryland.gov/directory/> to determine if a firm is certified with the appropriate North American Industry Classification System (“NAICS”) Code and the product/services description. Only those specific products and/or services for which a firm is certified in the MDOT Directory can be used for purposes of achieving the MBE participation goals.

If, for any reason, the apparent successful bidder is unable to achieve the contract goal for each certified MBE classification specified as having a subcontract goal or the overall MBE contract goal, the bidder will be contacted to document its waiver request as stated in the Minority Business Enterprise Utilization Procedures – November 2017.

Please review all MBE information carefully. Refer to the “Minority Business Enterprise Utilization Procedures – November 2017” for further information.

8. COMPLETION TIME AND LIQUIDATED DAMAGES:

The work shall be completed within 180 calendar days from the start date of the contract. If the work is not completed within the time period specified, the contractor will be liable for liquidated damages of \$550.00 per calendar day as specified in the “General Conditions.”

9. INSURANCE REQUIREMENT:

The base bid shall include without limitation, labor, materials, bailing, shoring, removal, overhead, profit, insurance (**including builder's risk insurance, if applicable**) etc.

NOTE: Refer to the General Conditions for Construction Projects, 10.01: Insurance Requirements.

10. TIME FOR BID ACCEPTANCE:

Bid prices are irrevocable for a period of 120 days following bid opening. After opening bids, the Procurement Officer may request bidders to extend the time during which the State may accept their bids, provided that, with regard to bids, no other change is permitted.

11. SKILLS AND SERVICES:

12. ELECTRONIC TRANSACTION:

Filing an electronic protest will not be permitted for this solicitation (COMAR 21.10.01.C) and (COMAR 21.03.05.03).

12. QUESTIONS DEADLINE:

The deadline for questions has been established as March 18, 2019 @ 2:00 p.m., to ensure that there is enough time to allow for the A/E to provide responses and possible Addendum issuance if necessary.

13. EXECUTED CONTRACTS

ALL DGS contracts must have a company seal or notary on the signature page of the contract in order for contracts to be executed.

14. PREVAILING WAGE RATES

Prevailing wage rates apply to all contracts in the amount of \$500,000 or more. Wage rates applicable to projects of \$500,000 or more are attached to the specifications.

* **PRE-BID CONFERENCE/SITE VISIT**

Each Bidder or their representative must attend the scheduled Pre-Bid Conference/Site Visit. Normally, attendance at the Pre-Bid is not required. However, if there is a Minority Business Enterprise (MBE) Goal on this solicitation, Bidders or Offerors or their representative, including those Bidders or Offerors that are certified MBE's, are required to attend Pre-Bid or other meetings the procurement agency schedules to publicize contracting opportunities to certified MBE's. (*See State Finance and Procurement Article, §14-302(a) (7) (v) and COMAR 21.11.03.09 C (2) (e)*).

FAILURE TO ATTEND THE PRE-BID CONFERENCE WILL BE TAKEN INTO CONSIDERATION AS PART OF THE EVALUATION OF A BIDDER'S GOOD FAITH

EFFORTS IF THERE IS A WAIVER REQUEST.

In addition, it is highly recommended that ALL Prime Contractors bring their intended subcontractors to the Pre-Bid Conference/Site Visit to ensure that all parties understand the requirements of the contract and the MBE Goal. Finally, MBE Subcontractors are encouraged to attend the Pre-Bid Conference/Site Visit to 'market' their participation to potential prime contractors.

At the scheduled Pre-Bid Conference/Site Visit, each Bidder will be permitted to examine the scope of work, familiarize himself/herself with the full nature and extent of the work and obtain answers to questions about or clarifications of the contract. It is the sole responsibility of the Bidder to familiarize himself/herself fully with the scope of work and the contents of the specifications of this solicitation. Failure to do so does not relieve the successful Bidder from their obligation to comply with all aspects of this Bid package for the amount he/she specifies as his/her bid.