



MARYLAND TRANSIT ADMINISTRATION

MARYLAND DEPARTMENT OF TRANSPORTATION

Martin O'Malley, Governor • Anthony G. Brown, Lt. Governor
James T. Smith, Jr., Secretary • Robert L. Smith, Administrator

TO: All Planholders

FROM: Maryland Transit Administration

SUBJECT: **ADDENDUM NO. 1**
Contract No.: T-0529-0840
Seven Underground Metro Station Repairs

DATE: July 1, 2013

Enclosed and effective this date is Addendum No. 1 to the subject Contract. This change delays the Bid Opening Date of July 8, 2013 to **July 17, 2013 at 2:00 p.m. local time, 6 St. Paul Street, Baltimore, MD 21202, Conference Room # 733.**

A conformed copy of the revised specification sections is attached. A list of the changes made to this contract is attached to this Addendum.

The Bidder shall acknowledge receipt of this Addendum by completing and returning this form with the bid package.

All other terms and conditions remain unchanged.

Sincerely,

Vanessa Ashe, Procurement Officer
Professional Services/Construction/Installation Section
Procurement Division

Acknowledgement of receipt of ADDENDUM # 1 to Solicitation #T-0529-0840

Vendor Name: _____

Authorized Representative's Signature

Date

ADDENDUM NO.: 1
DATE: July 1, 2013
CONTRACT NO.: T-0529-0840

The following additions, deletions, and modifications are hereby made a part of the Contract Documents of Seven Underground Metro Station Repairs, Contract No.: T-0529-0840.

Item No.	Page	Modification
I. CONTRACT SPECIFICATIONS		
1	NTC 2 of 7	Notice to Contractors – Revised Bid Opening date from July 8, 2013 to July 17, 2013
2	BF 1 of 9	Bid Form – Revised Bid Opening date from July 8, 2013 to July 17, 2013.

**STATE OF MARYLAND DEPARTMENT OF TRANSPORTATION
MARYLAND TRANSIT ADMINISTRATION
NOTICE TO CONTRACTORS**

CONTRACT TITLE: Seven Underground Metro
Station Repairs

CONTRACT NO.: T-0529-0840

DATE: May 13, 2013

1. DESCRIPTION OF WORK

This Contract is for the construction of repairs to the Baltimore Metro Underground Structures. The work includes, but is not limited to: leak repair, concrete spall and crack repair in the underground stations including ancillary areas, mid-line vent shafts and other miscellaneous structures. The limits of Contract extend from Johns Hopkins Station on the Northeast Line to Penn-North Station on the Northwest Line, in Baltimore City.

2. DEADLINE FOR QUESTIONS

Questions regarding the work should be directed in writing to Ms. Vanessa Ashe at the Administration Offices or via Internet address vashe@mta.maryland.gov. Facsimile messages will not be accepted unless accompanied by telephone notification at (410) 767-3353. Our fax number is (410) 333-4810. Questions directed to this office must be received no later than May 29, 2013 at the close of the business day. Questions should be submitted on company letterhead. No interpretations other than written shall be binding on the Administration.

3. PRE-BID MEETING & SITE VISIT

A Pre-Bid meeting for the purpose of explaining the Project will be held on Thursday, June 20, 2013 at 10:30 a.m., local time at the Administration Headquarters, 6 St. Paul Street, 7th Floor Conference Rooms 731 - 732, Baltimore, Maryland 21202-1614.

A Site Visit will be held on June 20, 2013 immediately following the Pre-Bid meeting.

It is strongly suggested that the person(s) responsible for the preparation of bid documents for bidders attend the Pre-Bid meeting and the site visit.

INSTRUCTIONS CRITICAL TO THE PREPARATION OF THE CONTRACT DOCUMENTS WILL BE PRESENTED AT THE PRE-BID MEETING.

4. **BID DUE DATE & TIME**

Sealed Bids addressed to the Maryland Transit Administration, Procurement Division, 6 St. Paul Street, Baltimore, Maryland 21202-1614, and marked "Bid for Contract No. T-0529-0840", will be received at the above address until but not after 2:00 P.M. local time, **July 17, 2013**. At that time, the Bids will be publicly opened and read aloud at a location at the same address. Hand delivered bids should be deposited in the Bid Box located on the 7th Floor before the 2:00 P.M. deadline. Any bids received after the date and time specified shall not be considered.

5. **ELECTRONIC VERSION OF BID DOCUMENTS**

The bid documents will be available by electronic means. The Bidder acknowledges and accepts full responsibility to ensure that the Bidder has made no changes to the Administration's bid documents. In the event of a conflict between the versions of the bid documents in the bidder's possession and the version maintained by the Procurement Officer, the version maintained by the Procurement Officer shall govern.

6. **AVAILABILITY OF DOCUMENTS**

Specifications may be downloaded from the MTA web site located at www.mta.maryland.gov. Bidders will be required to register the first time specifications are downloaded and a login number will be assigned. This number should be used every time the bidder downloads the documents for this contract. Bidders must supply accurate information in order to receive notice of all subsequent addenda.

TO OBTAIN THE SPECIFICATIONS: Please visit MTA's website (www.mta.maryland.gov), follow the links for "Business" – "Procurement" – "Bids/Solicitations", and download the Specifications for this procurement.

TO OBTAIN THE DRAWINGS: e-mail Vanessa Ashe at vashe@mta.maryland.gov requesting the contract drawings and supplying the following information: the contact person, company name, mailing address, phone # and e-mail address. The drawings (CD) will be mailed to you at no cost. You also have the option of picking up the CD containing the drawings at: 6 Saint Paul Street, 7th floor, Baltimore, MD 21202.

7. **ADDENDA**

Bidders are required to acknowledge all addenda with their bid package. Although the MTA endeavors to send out all addenda to this solicitation in a

timely manner, it is the responsibility of the contractors to make sure they received all appropriate documents prior to the bid due date.

8. EMARYLAND MARKETPLACE REGULATIONS

Use of “e-Maryland Marketplace”

“e-Maryland Marketplace” is an electronic commerce system administered by the Maryland Department of General Services.

Registration is free and will provide a means for your business to receive e-mail notifications of upcoming contracting opportunities in specified areas of interest and expertise. This means that all such information is immediately available to subscribers to e-Maryland Marketplace. Because of the instant access afforded by e-Maryland Marketplace, it is recommended that all Bidders interested in doing business with Maryland State agencies subscribe to e-Maryland Marketplace. For more eMM registration information, visit the website: <http://ebidmarketplace.com>.

9. BID BOND

Each bid exceeding \$100,000 must be accompanied by a Bid Bond in the amount of five percent (5%) of the Bid Price. Bid, payment, and performance security may be in the form of: (1) a bond executed by a surety company authorized to do business in the State; (2) a bond executed by an individual surety that meets certain criteria; (3) another form of security required by State or federal law; or (4) another form of security satisfactory to the unit awarding the contract. Sections 13-207, 13-216, 17-104 of the State Finance and Procurement Article, Annotated Code of Maryland.

10. PAYMENT AND PERFORMANCE BONDS

Payment and Performance Bonds in the amount of the Contract Price will be required by the awardee. Upon receiving notification of contract award, the Contractor shall deliver the bond to the MTA no later than the time the Contractor executes the contract. Bid, payment, and performance security may be in the form of: (1) a bond executed by a surety company authorized to do business in the State; (2) a bond executed by an individual surety that meets certain criteria; (3) another form of security required by State or federal law; or (4) another form of security satisfactory to the unit awarding the contract. Sections 13-207, 13-216, 17-104 of the State Finance and Procurement Article, Annotated Code of Maryland.

11. ELECTRONIC FUNDS TRANSFER

On every solicitation for a contract expected to exceed \$200,000, the bidder will be required to accept payments by electronic funds transfer (EFT) unless the State Comptroller’s Office grants an exemption.

12. **DISADVANTAGED BUSINESS ENTERPRISE PROGRAM**

A. DISADVANTAGED BUSINESS ENTERPRISES ARE ENCOURAGED TO RESPOND TO THIS SOLICITATION NOTICE.

B. The Maryland Transit Administration hereby notifies all bidders that, in regard to any Contract entered into pursuant to this advertisement, Disadvantaged Business Enterprises will be afforded full opportunity to submit Bids in response to this Notice, and will not be subjected to discrimination on the basis of political or religious opinion or affiliation, race color, creed, sex, age or national origin in consideration for an award.

C. It is the goal of the Administration that Disadvantaged Business Enterprises participate in all Contracts. Each Contract will contain goals for Disadvantaged Business Enterprise participation on a contract-to-contract basis. A subcontracting goal of **twenty-five percent (25%)** has been established for this procurement. All bidders must submit with their bid a fully executed copy of the Certified DBE Utilization and Fair Solicitation Affidavit (MDOT DBE FORM A) and DBE Participation Schedule (MDOT DBE FORM B). If the bidder fails to submit these completed forms with the bid as required, the procurement officer shall deem the bid non-responsive or shall determine that the offer is not reasonably susceptible of being selected for award. **ALL DBE FIRMS MUST BE CERTIFIED BY THE MARYLAND DEPARTMENT OF TRANSPORTATION. NO OTHER CERTIFICATIONS WILL BE ACCEPTED.**

D. **A contractor may count toward its DBE goal 60 percent of its expenditures for materials and supplies required under the contract and obtained from a DBE regular dealer, and 100 percent of such expenditures to a DBE manufacturer. The DBE credited supplies may not exceed 60 percent of the entire contract goal.**

E. New versions of Sections 13-103, 13-104 and 14-303 of the State Finance and Procurement Article of the Maryland Code, relating to increased bid/proposal documentation of DBE commitments, are effective as of October 1, 2004. The Contract under this solicitation will be awarded in accordance with these new requirements. As a result, new bid submission requirements, including certain revised DBE documents, are in effect for this solicitation. These new requirements are set forth elsewhere in this solicitation.

F. As a result of the revisions to Sections 13-103, 13-104 and 14-303, certain existing portions of the Code of Maryland Regulations (COMAR) relating to post bid/proposal submission of DBE subcontractors are inconsistent with the revised statute. To the extent the provisions of COMAR relating to post bid identification of DBE subcontractors are inconsistent with the requirements

of this solicitation, the requirements of this solicitation shall control the award of a Contract. Questions or concerns regarding the DBE requirements of this solicitation must be raised prior to the opening of bids or receipt of initial proposals

- G. Effective on October 1, 2009, Minority Business Enterprise (MBE) firms may elect to be dually certification as woman-owned businesses and as members of an ethnic or racial category. For purposes of achieving any gender or ethnic/racial MBE participation subgoals in a particular contract, an MBE firm that has dual certification may participate in the contract either as a woman-owned business or as a business owned by a member of a racial or ethnic minority group, **but not both**.

WARNING – PLEASE READ:

- ◆ **A firm must be listed in the MDOT MBE/DBE Directory with the gender category in order to be used to meet the gender subgoal.**
- ◆ **A firm must be listed in the MDOT MBE/DBE Directory with an ethnic/racial category in order to be used to meet the ethnic/racial subgoal.**
- ◆ **A firm must be listed in the MDOT MBE/DBE Directory with both the gender and ethnic/racial categories in order for a contractor to have the option of selecting which of those categories it will use for the firm on a State contract.**
- ◆ **Contractors should designate whether the MBE firm will be used as a woman-owned business or as a business owned by a member of a racial/ethnic group before calculating the percentage of MBE participation goals and subgoals they intend to meet.**

Maryland's MBE/DBE Directory will reflect the dual certification status beginning October 1, 2009. You can access the MBE/DBE Directory at <http://mbe.md.state.md.us>. Firms with dual certification will now be listed as follows:

Example:

ABC Corporation, Inc.
123 Corporate Circle
Hanover, MD 21076

Female/African American

00-000

13. AFFIRMATIVE ACTION REQUIREMENTS

Bidders on this Work will be required to comply with MTA Affirmative Action Requirements and all applicable Equal Employment Opportunity Laws and Regulations.

14. FEDERAL FUNDING

Any contract resulting from bids submitted is subject to a Financial Assistance Contract between the Administration and the U.S. Department of Transportation. Federal funds will be used to finance 80% of the cost of this contract.

15. SUSPENSION AND DEBARMENT CERTIFICATION

All bidders will be required to certify that they are not on the GSA List of Parties Excluded from Procurement and the List of Contractors Suspended or Debarred from Contracting with the State of Maryland. All bidders must also be in good standing with the State Assessment & Taxation Department.

16. CONTRACTOR'S QUESTIONNAIRE

All Bidders shall submit a fully executed copy the Contractor's Questionnaire Pre-Award Evaluation Data Form with the bid package.

17. INSURANCE REQUIREMENTS

The Administration has chosen to provide Workers' Compensation, General Liability, Excess Liability, Builders Risk, Pollution Liability and Railroad Protective coverage on behalf of Contractors and subcontractors working on this project. This approach to project insurance is commonly called a wrap-up or owner controlled insurance program (OCIP). Specific information regarding Liability Insurance Requirements is contained in the Contract Specifications.

Please note that an Insurance Cost Worksheet must be included with each bid package.

18. USE OF BIDDER'S OWN FORCES

The bidder with his own forces shall perform not less than fifty percent (50%) of the work at the project site.

19. BUY AMERICA REQUIREMENTS

This contract is subject to Section 165, "Buy America", of the Surface Transportation Assistant Act of 1982, U.S. Public Law 197-424, and regulations and/or guidance implementing this statutory provision issued by the Federal Transit Administration of the U.S. Department of Transportation. The contract is further subject to the Buy American Steel requirements of Chapter 02 of subtitle 11 of the Code of Maryland Regulations, Title 21, State Procurement Regulations.

20. CERTIFICATION REGARDING INVESTMENT ACTIVITIES IN IRAN

All bidders will be required to certify that they are not on the list created by the Board of Public Works as a person engaging in investment activities in Iran as described in §17-702 of State Finance & Procurement; and is not engaging in investment activities in Iran as described in State Finance & Procurement Article, §17-702.

21. CANCELLATION OR REJECTION OF BIDS

Notice to Contractors may be canceled in accordance with State Procurement Regulations.

The Administration reserves the right to reject any and all bids and/or waive technical defects if, in its judgment, the interests of the Administration so require.

STATE OF MARYLAND DEPARTMENT OF TRANSPORTATION
MARYLAND TRANSIT ADMINISTRATION
BID FORM
FOR
CONTRACT NO.: T-0529-0840

TO: MARYLAND TRANSIT ADMINISTRATION
ATTN: PROCUREMENT DIVISION
6 SAINT PAUL STREET, 7TH FLOOR
BALTIMORE, MD 21202-1614

BID OPENING DATE:
July 17, 2013
BID OPENING TIME:
2:00 PM

BID OF: _____
(Bidder's Name)

PROJECT DESCRIPTION:

This Contract is for the construction of repairs to the Baltimore Metro Underground Structures. The work includes, but is not limited to: leak repair, concrete spall and crack repair in the underground stations including ancillary areas, mid-line vent shafts and other miscellaneous structures. The limits of Contract extend from Johns Hopkins Station on the Northeast Line to Penn-North Station on the Northwest Line, in Baltimore City.

1. This bid is hereby submitted to the Maryland Transit Administration (hereinafter sometimes called the "Administration") in response to NOTICE TO CONTRACTORS dated _____ .
2. The UNDERSIGNED has thoroughly examined, acknowledges receipt of, and is familiar with the Contract Documents as well as the various instructions, information, and requirements covering the same, all as mentioned herein and in said NOTICE TO CONTRACTORS.
3. In compliance with said NOTICE TO CONTRACTORS the UNDERSIGNED hereby proposes to furnish all labor, equipment, and materials and perform all work described and in strict accordance with the provisions of the Contract Documents for the consideration of the amounts, lump sum and unit prices listed in the attached Unit Price Schedule, and agrees that, upon Notice of Award, within one hundred eighty(180) calendar days after the date of opening of bids, unless mutually extended, he will within ten (10) calendar days after receipt of the prescribed forms, execute the Contract and furnish a performance bond and payment bond (if such bonds are required by the Contract Documents) on forms furnished by the Administration with good and sufficient surety or sureties.
4. The UNDERSIGNED agrees and understands that the time of completion is as specified in the Special Provisions, unless the completion dates are extended as provided for in the Contract Documents.
5. The UNDERSIGNED agrees to pay liquidated damages in the amount specified in the Special Provisions for each and every calendar day after the completion date that the work remains incomplete unless an extension is granted as provided for in the Contract Documents.

6. The UNDERSIGNED hereby certifies that the _____
(Bidder's Name) / ___ / is, / ___ / is not (CHECK ONE) included on the GSA
list of Parties Excluded from Procurement. **AND**

The UNDERSIGNED hereby certifies that the _____
(Bidder's Name) / ___ / is, / ___ / is not (CHECK ONE) included on the List of
Contractors Suspended or Debarred from Contracting with the State of Maryland.

7. The UNDERSIGNED, as the Contractor, will perform on the Site, with its own
organization, _____ percent (___ %) of the total amount of work to be performed
under this contract.

8. PARENT COMPANY

a. The UNDERSIGNED represents that it / ___ / is, / ___ / is not, (CHECK
ONE) owned or controlled by a parent company. For this purpose a parent company is
defined as one which either owns or controls the activities and basic business policies of
the UNDERSIGNED. To own another company means the parent company must own at
least a majority (more than 50 percent) of the voting rights in that company. To control
another company such ownership is not required; if another company is able to formulate,
determine or veto basic business policy decisions of the bidder, such other company is
considered the parent of the bidder. This control may be exercised through the use of
dominant minority voting rights, use of proxy voting, contractual arrangements, or
otherwise.

b. If UNDERSIGNED is owned or controlled by a parent company, insert in
the space below the name and main office address of the parent company

Name

Address

9. ARREARAGES

By submitting a response to this solicitation, the undersigned shall be deemed to represent
that it is not in arrears in the payment of any obligations due and owing the State of
Maryland, including the payment of taxes and employee benefits, and that it shall not
become so arrears during the term of the contract if selected for contract award.

10. CERTIFICATION OF NON-MARYLAND CORPORATION (FOREIGN
CORPORATION)

a. A corporation not incorporated in the State of Maryland is considered to
be a foreign corporation and, therefore, is required to be registered with the Maryland
State Department of Assessment and Taxation if awarded this contract.

b. Where a foreign corporation is currently registered with the Department of Assessments and Taxation, such a bidder shall submit with his bid a copy of the department's certification of his registration or qualification acknowledgment.

c. If a foreign corporation is not currently registered, such a bidder shall submit with his bid his certification that, if notified of his apparent award of the contract, he will register with the Maryland State Department of Assessments and Taxation and provide a copy of the department's certification of his registration or qualification acknowledgment along with the executed contract.

11. The Contractor shall, prior to the time of execution of the contract, obtain all applicable licenses and comply with all applicable laws and regulations in the Annotated Code of Maryland.

12. All bidders must submit with their bid the following documents fully executed.

- a. Bid Bond in the Amount of \$ _____
Or 5% of the bid price (if applicable).
or
Individual Surety Bid Bond in the Amount of
\$ _____ Or 5% of the bid price (if applicable) and a
executed Affidavit of Individual Surety (Attachment A) & Surety Affidavit
(Attachment B).
- b. Contractor's Questionnaire Pre-Award Evaluation Data
- c. Bid/Proposal Affidavit.
- d. Buy America Certificate.
- e. Certification Regarding Lobbying.
- f. MDOT DBE Form A, "Certified DBE Utilization and Fair Solicitation Affidavit".
- g. MDOT DBE Form B, "DBE Participation Schedule".
- h. Signed copy of the Cover Letter for each Addendum issued by MTA.
- i. Certification Regarding Investments in Iran
- j. Completed Insurance Cost Worksheet

Item	Section	Description	Estimate of Quantity	Unit	Unit Price	Total Price
001	01130	Mobilization	LS	LS		
002	01210	Miscellaneous Work Allowance	ALW	ALW	ALW	\$194,000.00
003	01450	Quality Assurance and Quality Control	ALW	ALW	ALW	\$40,000.00
004	01524	Engineer's Field Office	ALW	ALW	ALW	\$30,000.00
005	02680	Concrete Surface Efflorescence Cleaning	1,490	SF		
006	02680	Clearing Drainage System	14	EA		
007	02773	Replace Existing Marble Wall Panels	70	SF		
008	03930	Concrete Crack Repair	8,042	LF		
009	03930	Concrete Spall Repair	961	SF		
010	03930	Concrete Hollow Area Repair	1,128	SF		
011	03930	Leak Repair in Concrete	1,083	LF		

Item	Section	Description	Estimate of Quantity	Unit	Unit Price	Total Price
012	03930	Wall Joint Seal Repair	210	LF		
013	05520	Metal Hand Rail Replacement	30	LF		
014	05950	Cleaning and Painting Steel	1,614	SF		
015	05950	Replace Drain Covers	7	EA		
016	05950	Replace Missing or Damaged Metal Stair Nosing Angles	4	EA		
017	05950	Replace Missing Bolts at Steel Girders	20	EA		
018	05950	Replace Missing Nuts at Exhaust Vent Shaft	2	EA		
019	08110	Replace Steel Door	3	EA		
020	08711	Replace Broken Access Door Hatch Hinges	1	EA		
021	08711	Replace Door Frame	1	EA		
022	09310	Replace Floor Tile in the Underground Station	1,735	SF		

Item	Section	Description	Estimate of Quantity	Unit	Unit Price	Total Price
023	09511	Replace Acoustical Ceiling Panel	10	EA		
024	15446	Replacement of Sump Pump	2	EA		
025	15815	Replace Metal Ducts	80	LF		
026	16131	Replace Junction Box Cover	4	EA		
027	16726	Replacement of Rusted Speaker	3	EA		

Basis of Award: Total amount of items 001 thru 027 \$ _____
 (figures)

 (words)

028		Insurance Premium (Contingency)	LS	LS	LS	
-----	--	---------------------------------	----	----	----	--

This amount will only be added to the base bid in the event that the bidder is excluded from the wrap-up insurance program or the program is terminated mid-term. The Insurance Cost Worksheet must be attached to the bid.

A. CORPORATION BID:

FEIN: _____

Name of Corporation

State in which Incorporated

Business Address

Telephone Number / Fax Number

ATTEST:

By: _____

Secretary

President or Vice President

Print Name

Print Name

B. PARTNERSHIP BID:

FEIN: _____

Name of Partnership

Business Address

Telephone Number / Fax Number

Names of each Partner:

Witness:

By: _____

Signature

Signature

Print Name

Print Name

C. INDIVIDUAL BID:

S.S. No.: _____

Name

Business Address

Telephone Number / Fax Number

Witness:

By:

Signature

Print Name

Print Name

D. JOINT VENTURE

FEIN: _____

Name of Corporation

State in which Incorporated

Business Address

Telephone Number / Fax Number

ATTEST

By:

Secretary

President or Vice President

Print Name

Print Names

FEIN: _____

Name of Corporation

State in which Incorporated

Business Address

Telephone Number / Fax Number

ATTEST:

By:

Secretary

President or Vice President

Print Name

Print Name

FEIN: _____

Name of Corporation

State in which Incorporated

Business Address

Telephone Number / Fax Number

ATTEST:

By:

Secretary

President or Vice President

Print Name

Print Name

A Joint Venture doing business as _____

- * Each member of the Joint Venture must execute the Bid Form. A Corporate Officer must sign for each member of the joint venture. In the event that a Corporate Officer (President or Vice President) does not sign the Bid Form, a Power of Execution or Power of Attorney, must be submitted with the Bid Forms.