



**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. 2**  
**Contract No.: T-0529-0840**  
**Seven (7) Underground Metro Station Repairs**

**DATE:** July 9, 2013

Enclosed and effective this date is Addendum No.2 to the subject Contract. This change does not delay the Bid Opening Date of July 17, 2013 at 2:00 p.m.

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,

Richard Owens, Manager of Contracts  
Maryland Transit Administration  
Procurement Division

Acknowledgement of receipt of ADDENDUM #2 to Solicitation #T-0529-0840

Vendor Name: \_\_\_\_\_

\_\_\_\_\_  
Authorized Representative's Signature

\_\_\_\_\_  
Date

**ADDENDUM NO.:** 2  
**DATE:** July 9, 2013  
**CONTRACT NO.:** T-0529-0840

The following additions, deletions and modifications are hereby made a part of the Contract Documents of Seven (7) Underground Metro Station Repairs, Contract No: T-0529-0840.

<b>Item No.</b>	<b>Page</b>	<b>Modification</b>
<b>CONTRACT SPECIFICATIONS</b>		
1	SP-28 to SP-42 of 176	Revised Article 1.02 in Special Provision Section 01300-Submittals
2	A-8 of 13	Inserted additional listing of sheet No. 82/ Drawing No. M-9-1 in Appendix A-List of Reference Drawings

**SECTION 01300****SUBMITTALS****PART 1: GENERAL****1.01 DESCRIPTION:**

A. This Section specifies the general requirements and procedures for preparing and transmitting data to the Engineer for informational purposes or for approval. Other requirements for submittals may be specified under applicable sections of these Specifications. This Section includes:

1. Progress Schedule
2. Proposed Products List
3. Contractor's Drawings
4. Product Data
5. Sources of Supply and Samples
6. Manufacturers' Instructions
7. Manufacturers' Certificates
8. Operations and Maintenance Data
9. Progress Photographs
10. Request for Progress Payment
11. Estimated Cost Breakdown

B. Related Work Specified Elsewhere:

1. SECTION 01450 - Quality Control
2. SECTION 01780 - Contract Close Out

**1.02 CONSTRUCTION PROGRESS SCHEDULE (in lieu of GP-8.04A):**

A. General:

1. Full compliance with the following schedule submission requirement is essential for timely processing of progress payments.
2. The Contractor shall prepare and maintain a progress schedule that shall be the Contractor's working schedule and shall be used to plan, organize and execute the work; record and report actual performance and progress; and forecast remaining work.
3. The Primavera Project Planner (P3) or P3 compatible (one step conversion to P3) software shall be required for analysis, updating and reporting progress, or approved equal. The software shall be suitable for use on IBM compatible computers using the Microsoft Windows NT operating system.
4. Schedule work such that any specified intermediate milestones and completion dates are met as specified in these Special Provisions.
5. The initial baseline schedule submittal shall reflect zero status, addressing the contract work as viewed from Notice to Proceed looking forward in time.

B. Progress schedule:

1. Submit to the Engineer within twenty-one (21) days after Notice to Proceed for approval.
2. Provide sufficient detail and clarity of form and technique so that the Contractor can properly control the Contract work and the Engineer can readily monitor and follow progress of the Contract work. The schedule shall reflect on time completion of all contractually specified intermediate milestones and completion dates. The degree of detail shall be to the satisfaction of the Engineer. As a minimum the following factors shall have a bearing on the required depth of detail:
  - a. The types of work to be performed.
  - b. Procurement, fabrication, delivery, installation and test activities for major systems and equipment.
  - c. Submittal and approval of shop drawing and material samples.
  - d. Access and availability to work areas.
  - e. Delivery of any Administration furnished equipment.
  - f. Interfaces and dependencies with preceding, concurrent and follow-on contractors.

- g. Plans for subcontract work.
- h. Manpower, material and equipment restrictions.
- i. Planned normal workweek and planned restrictions.
- j. Clearly depict the order and interdependencies of planned activities, including activities of others which affect planning.
- k. Show the intended time for starting and completing each activity.
- l. Show the intended duration for each activity.
- m. Clearly and prominently identify specified intermediate milestones and completion dates.
- n. All bar chart schedules shall have horizontal and vertical grid lines.

3. Required Submittals:

- a. Five (5) hard copies and one electronic copy, in the scheduling software of the Progress Schedule, reflecting contract milestone(s) and completion dates. If the submitted Progress Schedule is larger than 11 x 17 inches in size, a reproducible copy of the schedule shall be included in the submittal.
- b. Five (5) copies of a narrative containing supplementary information describing the construction methods and any resource restraints to enable the Engineer to evaluate the schedule for its usefulness as a valid and workable project control tool. Include an explanation of any schedule restraints that were incorporated.

C. Administration's Review and Approval:

- 1. After submission of the complete schedule submittal, the Contractor shall participate in a conference with the Engineer to appraise and evaluate the proposed schedule and make any revisions necessary as a result of this review. The complete revised schedule shall be resubmitted within 10 calendar days after the conference.
- 2. When the Progress Schedule and Narrative documentation satisfy the Specification requirements and completion dates the Engineer will accept the Contractor's submittal.

D. Monthly Progress Schedule Updates:

1. At the request of the Engineer, participate in a pre-update conference to verify progress prior to the formal monthly submittal.
2. By the seventh of each month submit to the Engineer, for approval, five (5) copies and one electronic copy, in the scheduling software, each of:
  - a. Updated Progress Schedule. If the submitted update of the Progress Schedule is larger than 11 x 17 inches in size, a reproducible copy of the schedule shall be included in the submittal.
  - b. Narrative, covering as a minimum:
    - i. A description of physical progress during the report period.
    - ii. Problem areas, current and anticipated.
    - iii. Delays incurred during the report period and an explanation of the same.
    - iv. Delaying factors, their impact and an explanation of corrective actions taken or proposed to mitigate those delays.
    - v. Changes in activity duration including an explanation.
    - vi. Listing with explanation of added activities.
    - vii. Listing with explanation of deleted activities.
    - viii. Listing with explanation of changes in interdependencies.
    - ix. Plans for forthcoming report period.
3. Submit, for approval, a revised Progress Schedule and Narrative documentation data when one or more of the following conditions occur:
  - a. When a change or delay significantly affects any specified intermediate milestone date, the completion date or the sequence of activities.
  - b. When the Contractor elects to change a sequence of activities affecting any critical path or to significantly change the previously approved schedule submitted.

- c. When, in the opinion of the Engineer, the status of work is such that the Progress Schedule and Narrative documentation are no longer representative for planning, executing and evaluating the work.
  4. The monthly payment estimate may not be processed prior to the engineer's approval of the monthly Progress Schedule update at the discretion of the Administration.
- E. Change Orders, Delays and Time Extensions: Articles GP-4.06, GP-5.14 and GP-8.08 of the General Provisions are augmented by the following requirements.
  1. When proposed changes are initiated or delays are experienced submit to the Engineer in writing:
    - a. A Time Impact Analysis illustrating the influence of each change or delay on any specified intermediate milestone date or completion date. The Time Impact Analysis is to include, as a minimum, what critical path activities are affected on what specific workdays and why for each activity for each workday. Also, if the claim is for more than one contract milestone, the time impact Analysis is to address each contract milestone individually.
    - b. A proposal demonstrating how the Contractor plans to incorporate the change or delay into the current Progress Schedule with minimal impact to milestone completion dates. Justification of the plan shall be based on revised activity logic and/or durations in addition to such other supporting evidence, as the Engineer deems necessary.
    - c. Submit five (5) copies and one electronic copy, in the scheduling software of each Time Impact Analysis and schedule Revision Proposal within 30 days after the delay occurs or notice of direction is given to the Contractor.
  2. The Engineer will, within a reasonable time after receipt of the Contractor's Time Impact Analysis and Schedule Revision Proposal, review the submittal and advise the contractor in writing thereof. Upon agreement by both parties the appropriate revisions shall be incorporated into the Progress Schedule at the next monthly update.
  3. It is understood and agreed that the schedule float time is not for the exclusive use of either the Administration or the Contractor.

Extensions of time for performance under any and all of the provisions of this Contract will be granted only to the extent the equitable time adjustment for activities affected exceed the total float along the paths involved.

- F. Where the Engineer has not yet made a final determination, or the parties are unable to agree on the schedule revisions or time extensions, if any, the Contractor shall incorporate such revisions as the Engineer may determine to be appropriate for such interim purposes. It is understood and agreed that any such interim determination for the purpose of this paragraph shall not be binding on either party for any other purpose and that, after the Engineer has made a final determination the Contractor shall revise the Progress Schedule in accordance with the final decision.

### **1.03 PROPOSED PRODUCTS LIST:**

- A. Within ten (10) days after date of Notice to Proceed, submit seven (7) copies of a complete list of major products proposed for use, with name of manufacturer, trade name, and model number for each product. The Engineer's approval of the products list shall not relieve the Contractor of the contract requirements or the requirement of the Contractor to submit additional detail for fabricated products or more detailed elements of the project.
- B. For products specified only by reference standards, give manufacturer, trade name, model or catalog designation, and reference standards.

### **1.04 CONTRACTOR'S DRAWINGS:**

- A. General:
1. The Contract Drawings show the general arrangement and such details as are necessary to provide a comprehensive description of the work to be performed.
  2. The Contractor shall prepare such Shop and working Drawings as are necessary to adequately perform the work.
  3. All Shop and Working Drawings shall be on sheets measuring 22 inches by 34 inches. Each drawing shall have a blank area five inches by five inches adjacent to the title block to provide space for Contractor and Engineer review stamps. The title block shall display the following:
    - a. Contract Number and Name
    - b. Number and Title of the Drawing

- c. Date of Drawing or revision
  - d. Name of Contractor and Subcontractor submitting drawing
  - e. Clear identification of contents and location of work
4. Drawings and design calculations for support of excavation, sheeting and shoring, decking, falsework, form work, and for other temporary work and methods of construction the Contractor proposes to use, will be required to be furnished by the Contractor. Such drawings shall be left to the Contractor who shall be responsible for the safety and successful construction of the work. Drawings and design calculations which are the responsibility of the Contractor, shall bear the seal of a structural engineer, registered in the State of Maryland.
  5. A Contractor's transmittal letter shall accompany each submittal. The Contractor's transmittal letter and submittal shall be consecutively numbered and shall clearly and completely describe any variation from the contract requirements.
  6. A sequential number shall be shown on each Shop or Working Drawing submission. Re-submittals will be followed by a revision letter (A, B, C, etc.) and handled in the same manner as first submitted.
  7. Submittals not conforming to the requirements of this specification shall be summarily rejected.
  8. Review and Acceptance shall not relieve the Contractor from his responsibility for accuracy of submittals, for conformity of submittals to requirements of Contract Drawings and Specifications, for compatibility of the described product with contiguous products and the rest of the system, or for protection of completion of the Contract in accordance with the Contract Drawings and Specifications.
  9. The Engineer's review, correction and acceptance of submittals shall not relieve the Contractor of responsibility for errors and omissions in submittals and associated calculations.
  10. The Contractor's liability to the Administration, in case of deviations in the submittals from requirements of the Contract Document, is not relieved by the Engineer's review and acceptance of submittals containing deviations unless the Administration

expressly approves the deviation through the issuance of a change notice.

11. Catalog cuts shall highlight the actual equipment/component proposed to be used. Generic catalog cuts will not be accepted.
12. If the material/equipment/components proposed to be used do not conform to the stipulated standards, the Contractor shall submit the copies of the conforming standards highlighting the deviations from the stipulated standards. The impact of the derivations on cost and performance shall be brought out in the related submittal and the deviation request.
13. Schedule submittals to expedite the Project, and deliver to Engineer. Coordinate submission of related items.
14. All submittals from Subcontractors shall be reviewed and approved by the Contractor prior to submittal to the Engineer. The Contractor's review and approval shall certify that the submitted project has been reviewed by the Contractor and that based on this review, it conforms the contract requirements. Further, the Contractor's approval shall certify that the intended product is compatible with all other products, to which it must integrate and to the overall project.

B. Shop and Working Drawings:

1. Submit one (1) reproducible and five (5) legible copies plus the number of copies required by the Contractor of all Shop and Working Drawings and required specifications to the Engineer for approval. These drawings shall be complete and detailed. Shop and Working Drawings shall consist of fabrication, erection and setting drawings, schedule drawings, manufacturer's scale drawings, wiring and control drawings, cuts from entire catalogs, pamphlets, descriptive literature, and performance and test data. Working Drawings shall be accompanied by calculations or other sufficient information to completely explain the structure, machine or system described and its intended manner of use.
2. Check and coordinate drawings and schedules with the work of all trades involved before they are submitted for the approval of the Engineer. Each drawing shall bear the Contractor's stamp of approval as evidence of such checking and coordination. Drawing schedules submitted with out this stamp of approval may be returned to the Contractor for resubmittal.

3. Submit all drawings and schedules sufficiently in advance of construction requirements to permit no less than twenty-one (21) days for review and appropriate action by the Engineer.
4. The approval of drawings and schedules will be general, but approval shall not be construed:
  - a. As permitting any departure from the Contract requirements.
  - b. As relieving the Contractor of the responsibility for any errors, including details, dimensions, and materials.
  - c. As approving departures from details furnished by the Engineer, except as otherwise provided herein.
  - d. As a Notice to Proceed on a change to the contract that would result in additional time or cost to the Contractor.
5. Drawings for work on utility facilities, streets, and other facilities which are constructed for owners other than the Administration shall be coordinated so that the information required by these owners is included on the Working Drawings for their facilities.
6. If drawings show variations from the Contract requirements because of standard shop practice or for other reasons, describe such variations in the letter of transmittal. If applicable, the Engineer may approve any or all such variations, subject to a proper adjustment in the Contract. If the Contractor fails to describe such variations he shall not be relieved of the responsibility for executing the work in accordance with the Contract, even though such drawings have been approved.
7. If the drawings or schedules as submitted describe variations in accordance with Article 1.04.B.6 herein and show a departure from the Contract requirements, which the Engineer finds to be in the interest of the Administration and to be so minor as not to involve a change in the Contract price or time performance, the Engineer may approve the drawings.
8. If approved, or approved as noted, by the Engineer, each copy of the drawing will be identified as having received such approval by being so stamped "Approved" or "Approved As Noted" and dated.
9. Drawings stamped "Not Approved" and with the required corrections shown will be returned to the Contractor for correction and resubmittal. Resubmittals will be handled in the same manner

as first submittals. On resubmittals the Contractor shall direct the specific attention, in writing or on resubmitted drawings, to revisions other than the corrections requested by the Engineer on previous submittals.

10. The Contractor shall make any corrections required by the Engineer. If the Contractor considers any correction indicated on the drawing to constitute a change of the Contract requirements, notice as required under the Section of the General Provisions entitled Changes shall be given to the Engineer.
11. The number of Shop and Working Drawings provided by the Contractor in excess of the number requested in Article 1.04.B.1 will be returned to the Contractor.
12. When Shop and Working Drawings have been completed to the satisfaction of the Engineer, the Contractor shall carry out the construction in accordance therewith and shall make no further changes except upon written instructions from the Engineer.
13. Submittals which are "Approved as Noted" shall be resubmitted after compliance to the comments relating to the subjective approval. The Contractor shall supply the Engineer with the number of drawings requested in Article 1.04.B.1.
14. The Contractor shall be responsible for, and bear all cost of damages which may result from the ordering of any material or from proceeding with any part of the work prior to the approval by the Engineer of the necessary Shop and Working drawings.

#### **1.05 PRODUCT DATA:**

- A. Submit the number of copies required in Article 1.04.B.1.
- B. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information unique to this Project.
- C. After review, distribute in accordance with Article 1.04 above and provide copies for Record Documents described in SECTION 01780 - Contract Close Out.

#### **1.06 SOURCES OF SUPPLIES AND SAMPLES:**

- A. As soon as practicable after Notice to Proceed, furnish for approval of the Engineer the proposed source of supply of materials to be utilized in the project and the samples required by the Specifications or requested by the

Engineer. Unless otherwise indicated, submit not less than two identical samples of each type required. Pre-pay all shipping charges on samples. Materials or equipment for which samples are required shall not be used in the work until approved in writing by the Engineer.

- B. Label each sample indicating:
1. Name of Project and Contract Number
  2. Name of Contractor and Subcontractor
  3. Material or equipment represented
  4. Source
  5. Name of producer and brand; include model number, style, color name, etc. if applicable.
  6. Specification Section, Article or Paragraph
  7. Location in project
- C. Samples of finished materials shall have additional markings that will identify them under the finish schedules. Submit samples of finishes from the full range of manufacturers' standard colors, textures, and patterns for the Engineer's selection.
- D. Mail under separate cover letter in triplicate submitting each shipment of samples and containing information required in Article 1.04.B herein. Enclose a copy of this letter with the shipment and send a copy of this letter to the Engineer.
- E. Approval of a sample shall be only for characteristics or use named in such approval and shall not be construed to change or modify any Contract requirements.
- F. Certain samples may be tested by the Administration as specified. Approved samples not destroyed in testing will be retained by the Engineer. Materials and equipment incorporated in the work shall match approved samples. Samples not destroyed in testing and not approved will be returned to the Contractor at his expense, if so requested at time of submission.
- G. Failure of any material to pass specified tests will be sufficient cause for refusal to consider, under the Contract, any further samples of the same brand and make of that material. The Administration reserves the right to

disapprove any material or equipment which previously has proved unsatisfactory in service.

- H. Samples of various material or equipment delivered on the site or in place may be taken by the Engineer for testing. Samples failing to meet Contract requirements will automatically void previous approvals of items tested.
- I. When tests are required, only one test of each sample proposed for use will be made at the expense of the Administration. Samples, which do not meet Specification requirements, will be rejected. Retesting of additional samples will be made by the Administration at the expense of the Contractor.

#### **1.07 MANUFACTURERS' INSTRUCTIONS:**

- A. When specified individual Specification Sections, submit manufacturers' printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, in quantities specified for Product Data.
- B. Identify conflicts between manufacturers' instructions and Contract Documents.

#### **1.08 MANUFACTURERS' CERTIFICATES:**

- A. When specified in individual specification Sections, submit manufacturers' certificate to Engineer for review, in quantities specified for Product Data.
- B. Indicate material or Product conforms to or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.
- C. Certificates may be recent or previous test results on Material or Product, but must be acceptable to the Engineer.

#### **1.09 OPERATIONS AND MAINTENANCE DATA:**

- A. At least ten (10) days prior to acceptance of the work, prepare and deliver to the Engineer three copies of a manual containing all information pertaining to and necessary for the operation and maintenance of all equipment provided under the Contract.
- B. Format, organization, and contents of the manual shall be as specified in the order of the Sections of the Special Provisions. [Include all information required in the individual section.]

#### **1.10 PROGRESS PHOTOGRAPHS:**

- A. After construction operations have started at the site, have an average of ten color photographs taken each month until completion of the work. The actual number and location of views to be taken each month shall be as designated by the Engineer. The negatives and three prints of each photograph shall be submitted to the Engineer within ten days after taking. If a digital camera is used, the camera must have at least 12 megapixels and in lieu of the negative, a JPG fine (1:4 compression) and a digital negative (DNG) produced using Adobe's DNG converter are to be provided for each photograph.
- B. Prints shall be standard commercial quality, 8 x 10 inches, on single weight glossy paper. Identify photographs with date, time, orientation and project identification in an information box, 1 1/2 x 3 1/2 inches in the lower right hand corner, typewritten and arranged as follows:

STATE OF MARYLAND DEPARTMENT OF TRANSPORTATION  
MARYLAND TRANSIT ADMINISTRATION

CONTRACT NAME: \_\_\_\_\_  
 CONTRACT NO. \_\_\_\_\_  
 CONTRACTOR \_\_\_\_\_

PHOTOGRAPH NO. \_\_\_\_\_ DATE \_\_\_\_\_

(Information regarding view such as location, direction of sight and significant points of interest.)

- C. Photographs shall be enclosed back-to-back in a double-faced plastic sleeve punched to fit standard three-ring binders. Enclose negatives in protective envelopes. JPG and DNG files can be provided on either CD-R or DVD media.

**1.11 REQUEST FOR PROGRESS PAYMENT:**

- A. In accordance with General Provisions Section GP-9, submit monthly requests for progress payment, based upon work accomplished during the previous month.
- B. Support such requests by evidence that the work invoiced has been done.

**1.12 ESTIMATED COST BREAKDOWN:**

- A. In accordance with Supplementary General Provisions, furnish a breakdown of Contract lump sum prices for which it is anticipated that partial payment will be requested by the Contractor.

- B. Submit the estimated cost breakdown to the Engineer for approval at least 30 days prior to the anticipated partial payment request.

**PART 2: PRODUCTS**

**NOT USED**

**PART 3: EXECUTION**

**NOT USED**

**PART 4: MEASUREMENT AND PAYMENT**

**4.01 SUBMITTALS:**

- A. The work required under this Section will not be measured for payment.
- B. All costs in connection herewith will not be paid for directly, but will be considered incidental to the item of work to which they pertain.

**END OF SECTION**

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**APPENDIX A - Cont.**

**CONTRACT NO. T-0529-0840**

**LIST OF REFERENCE DRAWINGS**

**PENN NORTH (NORTH AVENUE) STATION STRUCTURE (CONTRACT NO. NW-05-03)**

121	S-100-3	NORTH VENT UNITS NW 1384 & 1379, TRACK LEVEL – SECTION I
144	S-200-3	STATION UNITS NW 1374 & 1369, PLATFORM LEVEL – SECTION I
163	S-300-1	STATION UNITS NW 1363, 1358 & 1352, PLATFORM LEVEL – SECTION I
175	S-400-2	STATION UNITS NW 1346, 1341 & 1335, PLATFORM LEVEL – SECTION I
194	S-500-1	SOUTH VENT UNITS NW 1330 & 1325, TRACK LEVEL – SECTION I
236	A-4-1	MEZZANINE LEVEL PLAN
237	A-5-1	TRANSFER LEVEL PLAN
238	A-6-1	PLATFORM LEVEL PLAN
243	A-11-1	RFL. CLG. PLAN – ENTR. MEZZ. TRNSF. LEVEL
245	A-13-3	EAST ENTRANCE PLAZA
246	A-14-3	WEST ENTRANCE PLAZA
248	A-16-2	TRANSFER LEVEL PLAN - PART 'A'
249	A-17-1	TRANSFER LEVEL PLAN - PART 'B'
250	A-18-2	TRANSFER LEVEL PLAN - PART 'C'
251	A-19-1	PLATFORM LEVEL PLAN - PART 'A'
252	A-20-1	PLATFORM LEVEL PLAN - PART 'B'
253	A-21-1	PLATFORM LEVEL PLAN - PART 'C'
254	A-22-2	SUBSTATION, FAN & INTERMEDIATE LEVELS
255	A-23-2	SOUTH VENT SHAFT PLANS - PART 'A'
256	A-24-3	SOUTH VENT SHAFT PLANS - PART 'B'
257	A-25-2	NORTH VENT SHAFT PLANS - PART 'A'
258	A-26-3	NORTH VENT SHAFT PLANS - PART 'B'

**UPTON (LAURENS STREET ) STATION FINISH (CONTRACT NO. NW-04-05)**

26	A-13-2	ENTRANCE PLAN AND DETAILS
32	A-19-4	MEZZANINE FLOOR PLAN UNITS NW 1037 TO NW 1075
33	A-20-2	PLATFORM FLOOR PLAN UNITS NW 1037 TO NW 1075
34	A-21-2	REFLECTED CEILING PLANS UNITS NW 1037 TO NW 1075
42	A-29-2	NORTH VENT SHAFT PLANS & SECTIONS UNIT NW 1083
43	A-30-2	NORTH VENT SHAFT PLANS UNIT NW 1083
44	A-31-2	SOUTH VENT SHAFT PLANS & SECTIONS UNIT NW 1029
45	A-32-3	SOUTH VENT SHAFT PLANS UNIT NW 1029
46	A-33-3	TRACTION POWER SUBSTATION PLANS UNITS NW 1065 TO NW 1075
82	M-9-1	STATION PLATFORM PLAN – TRACK LEVEL



**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

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

Vendor Name: \_\_\_\_\_

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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 <b>July 17, 2013</b>
2	BF 1 of 9	Bid Form – Revised Bid Opening date from July 8, 2013 to <b>July 17, 2013.</b>

**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, 7<sup>th</sup> 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 7<sup>th</sup> 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](http://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](http://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](mailto: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.mdot.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, 7<sup>TH</sup> 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	
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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.