



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. 3**
Contract No.: T-1296R
Ancillary for Repairs and Maintenance of Security and Wireless Systems and
Associated Equipment

DATE: June 6, 2014

Enclosed and effective this date is Addendum No.3 to the subject Contract. This change delays the Bid Opening Date June 4, 2014 to **June 11, 2014, 2:00 p.m., 6 Saint Paul Street, Baltimore, Maryland 21202, Conference Room 742.** Bidders should use the revised Bid Form furnished per Addendum No.3. Also, Note 3 on the Block Diagram provided with Addendum #2 refers to cable to be used within the Washington Blvd. Equipment Room and within the 301 N. Eutaw St. 1st Floor Equipment Room. Quantity shown is for bid purposes. Additional cable quantities required for remainder of the installation shall be determined from scaled plan drawings provided with the IFB.

A conformed copy of the entire specifications may be downloaded from the MTA web site (www.mta.maryland.gov). 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,

Joseph B Johnson

Joseph B Johnson, Procurement Officer
Construction Installation Services Section

Acknowledgement of receipt of ADDENDUM # 3 to Solicitation #T-1296R

Vendor Name:

ADDENDUM NO.: 3
DATE: 06/5/14
CONTRACT NO.: T-1296R

The following additions, deletions, and modifications are hereby made a part of the Contract Documents for Ancillary for Repair and Maintenance of Security and Wireless Systems and Associated Equipment Contract No.: T-1296R.

Item No.	Page	Modification
I. CONTRACT SPECIFICATIONS		
1	Bid Form Pg 4	Bid Opening Date – The Bid Opening Date of June 4, 2014 has been revised to June 11, 2014. Please use the Bid Form included with this addendum.
2	Bid Form Pg 5	Bid Line Item 5 – Revise quantity to 1 and Unit to LS. Contractor shall determine cable requirement from contract plan drawings and block diagram provided with Addendum #2. Bid Line Item 7- Revised quantity for 16 Port - Shielded XLR Patchbay Assy Bid Line Item 8- Revised quantity for 16 Channel Mic Preamp. Please use the Bid Form included with this addendum.
3	Bid Form Pg 5	New Line item No. 010 Storage Area Network System. Please use the Bid Form included with this addendum

STATE OF MARYLAND DEPARTMENT OF TRANSPORTATION
MARYLAND TRANSIT ADMINISTRATION
BID FORM
FOR
CONTRACT NO.: T-1296R

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

BID OPENING DATE:
June 11, 2014
BID OPENING TIME:
2:00 PM

BID OF: _____
(Bidder's Name)

PROJECT DESCRIPTION:

The work to be performed under this contract includes the furnishing of services necessary for the accomplishment of miscellaneous minor construction, repairs, and maintenance work for the Administration's Facilities located throughout the State. Work may include repairs, maintenance, additions and modifications to existing control and communications systems including, but not necessarily limited to fiber optic backbones, digital networks, analog and voice over internet protocol phone systems, audio and video security control systems, public address, and passenger information signs. The work may include only systems installation work in accordance with supplied drawings and specifications. The duration for this contract is for years (5) years.

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
An Individual Surety Bid Bond in the Amount of
\$ _____ Or 5% of the bid price (if applicable) and a fully
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. Certified DBE Utilization and Fair Solicitation Affidavit (MDOT DBE –
Form A).
- g. DBE Participation Schedule (MDOT DBE–Form B).
- h. A signed copy of the Cover Letter for each Addendum issued by MTA.

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Item	Section	Description	Estimate of Quantity	Unit	Unit Price	Total Price
001	01130	Mobilization	1	LS	LS	\$ 2,500.00
002	01210	Miscellaneous Work Allowance			Allowance	\$ 5,000.00
003	01450	Quality Assurance and Quality Control			Allowance	\$ 1,500.00
004	First Task	Ceiling Mounted Button Microphone	10	EA	\$	\$
005	First Task	Plenum Rated Low Capacitance Audio Cable - Single Pair	1	LS	\$	\$
006	First Task	Shielded XLR Connectors	40	EA	\$	\$
007	First Task	16 Port - Shielded XLR Patchbay Assy	2	EA	\$	\$
008	First Task	16 Channel Mic Preamp	1	EA	\$	\$
009	First Task	Verint Recorder	1	EA	\$	\$
010	First Task	Storage Area Network System	1	LS	\$	\$
011	17125	Initial Audio Performance Test	1	LS	\$	\$
012	17125	Network Test	1	LS	\$	\$
013	17125	Network System Functional Test	1	LS	\$	\$
014	17125	Final Audio Performance Test	1	LS	\$	\$
015	17630	Training	1	LS	\$	\$
016	17640	Spare Parts			Allowance	\$ 2,500.00

BASIS OF AWARD: TOTAL BID FOR ITEMS 001 THROUGH 016 inclusive \$ _____ (figures)

TOTAL BID IN WORDS: _____

017	Railroad Protective Liability Insurance	LS	LS	N/A	***\$
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**This amount will only be added to the base bid of the successful bidder in the event that the bidder is excluded from the wrap-up insurance program or the program is terminated mid-term.

NOTE: For bidding purposes, the Lump Sum (LS) must include wage rate + fringe benefits + overhead and profit.

Failure to adhere to these conditions may deem the bid to be non-responsive.

A. CORPORATION BID:

FEIN: _____

Name of Corporation

State in which Incorporated

Business Address

Telephone

ATTEST:

By:

Secretary

President or Vice President

Print Name

Print Name

B. PARTNERSHIP BID:

FEIN: _____

Name of Partnership

Business Address

Telephone

Names of each Partner:

Witness:

By:

Signature

Print Name

C. INDIVIDUAL BID:

S.S. No.: _____

Name

Business Address

Telephone

Witness:

By:

Print Name

Signature

Print Name

D. JOINT VENTURE:

FEIN: _____

Name of Corporation

State in which Incorporated

Business Address

Telephone

ATTEST:

By:

Secretary

President or Vice President

Print Name

Print Name

FEIN: _____

Name of Corporation

State in which Incorporated

Business Address

Telephone

Attest:

By:

Secretary

President or Vice President

Print Name

Print Name

FEIN: _____

Name of Corporation

State in which Incorporated

Business Address

Telephone

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.

QUESTIONS RECEIVED FROM CONTRACTS

Question 1 **The block diagram of the required system provided with Addendum #2 shows a requirement for one (1) Preamplifier. The bid sheet shows a requirement for two (2) preamplifiers? Can you please clarify the correct requirement?**

Answer 1 1x16 channel preamplifier is required. The second preamplifier is listed In Spare Parts Section 17640, Item 2.01. Please note that this shall be a 1x8 channel preamplifier and is covered under line item #15 on the bid sheet for Spare Parts. See the attached Bid sheet Addendum #3

Question 2 **Block Diagram is showing two XLR Patchbays and only one is shown on the bid sheet?**

Answer 2 2 x XLR patchbays operational shall be required. See the attached Bid sheet Addendum #3



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-1296R
Ancillary for Repairs and Maintenance of Security and Wireless Systems and
Associated Equipment

DATE: May 30, 2014

Enclosed and effective this date is Addendum No.2 to the subject Contract. This change delays the Bid Opening Date June 4, 2014 to **June 11, 2014, 2:00 p.m., 6 Saint Paul Street, Baltimore, Maryland 21202, Conference Room 742.** Also, a copy of all the revisions has been included with this Addendum No.2.

A conformed copy of the entire specifications may be downloaded from the MTA web site (www.mta.maryland.gov). 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.

Sincerely,

Joseph B Johnson

Joseph B Johnson, Procurement Officer
Construction Installation Services Section

Acknowledgement of receipt of ADDENDUM # 2 to Solicitation #T-1296R

Vendor Name: _____

Authorized Representative's Signature

Date

ADDENDUM NO.: 2
DATE: 05/30/14
CONTRACT NO.: T-1296R

The following additions, deletions, and modifications are hereby made a part of the Contract Documents for Ancillary for Repair and Maintenance of Security and Wireless Systems and Associated Equipment Contract No.: T-1296R.

Item No.	Page	Modification
I. CONTRACT SPECIFICATIONS		
1	Page 1 of 7 – Notice to Contractor	Bid Opening Date – The Bid Opening Date of June 4, 2014 has been revised to June 11, 2014.
	Bid Form Pg 5	Revised Section No for Bid Line Item 1: Mobilization
	First Task OFS 1 Pg FT-1	Added word ceiling-mounted
	First Task OFS 1 Pg FT-2	Revised location of Verint Recorder
	First Task OFS 1 Pg FT-3	Added language to require cable management hardware, modified language describing need for patchbays and revised preamplifier requirements
	First Task OFS 1 Pg FT-4	Revised requirements for storage system and added requirements for wall-mounted equipment racks.
	First Task OFS 1 Pg FT-5	Added language to require latex gloves for handling of ceiling tiles and added requirements for contractor to provide drawings and cut-sheets of hardware and software to be provided.
	First Task OFS 1 Pg FT-6	Clarified applicability of NEC and added acceptance criteria for system.
II. CONTRACT DRAWINGS		
1	Appendix A	Created Block Diagram of System
III. QUESTIONS & ANSWERS		
	See Attachment	Answers to provide to all questions submitted

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

**ANCILLARY FOR REPAIR AND
MAINTENANCE OF SECURITY AND
WIRELESS SYSTEMS AND ASSOCIATED
EQUIPMENT**

CONTRACT NO.: T-1296R

DATE: April 16, 2014

1. DESCRIPTION OF WORK

The work to be performed under this contract includes the furnishing of services necessary for the accomplishment of miscellaneous minor construction, repairs, and maintenance work for the Administration's Facilities located throughout the State. Work may include repairs, maintenance, additions and modifications to existing control and communications systems including, but not necessarily limited to fiber optic backbones, digital networks, analog and voice over internet protocol phone systems, audio and video security control systems, public address, and passenger information signs. The work may include only systems installation work in accordance with supplied drawings and specifications.

2. PRE-BID MEETING & SITE VISIT

A Pre-Bid meeting for the purpose of explaining the Project will be held on April 30, 2014 at 10:00 a.m., local time at the Administration Headquarters, 6 St. Paul St., 5th Floor, Conference Room, Baltimore, Maryland 21202-1614.

A site visit will be held on May 9, 2014 at 9:00 a.m., local time at the 301 N. Eutaw St. Baltimore, MD 21201. When you pull up to the gate arm, push the buzzer and someone will buzz you in. Park anywhere you can find parking. Parking is limited so you may have to find available on the street.

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.**

3. DEADLINE FOR QUESTIONS

Questions regarding the work should be directed in writing to Joseph B Johnson at the Administration Offices or via Internet address jjohnson14@mta.maryland.gov No facsimile messages will be accepted unless accompanied by telephone notification at (410) 767-3363 Our fax number is (410) 333-4810. Questions directed to this office must be received no later than May 14, 2014 at the close of the business day. No interpretations other than written shall be binding on the Administration.

4. **BID DUE DATE & TIME**

Sealed Bids addressed to the Maryland Transit Administration, Procurement Division, 6 St. Paul Street, 7th Floor, Baltimore, Maryland 21202-1614, and marked "Bid for Contract No. **T-1296, Ancillary for Repair and Maintenance of Security and Wireless Systems and Associated Equipment**", will be received at the above address until but not after 2:00 P.M. local time, **June 11, 2014** at that time, the Bids will be publicly opened and read aloud at a location at the same address.

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 no changes are made to the bid documents. In the event of a conflict between the version 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 website located at www.mta.maryland.gov Bidders will be required to login the first time specifications are downloaded. Bidders must supply accurate information in order to receive notice of all subsequent addenda.

When logging onto the MTA website, click on "Business", then "Procurement", then "Bids/Solicitation". All projects currently advertised will appear in the table on this page. You may then choose to download the specifications.

7. **ADDENDA**

Addenda may be downloaded from the MTA website when available at www.mta.maryland.gov. Bidders are required to acknowledge all addenda by signing a copy of each addendum cover letter and include in 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. BID BOND

Each bid exceeding \$100,000 must be accompanied by a Bid Bond on a form furnished by the Administration in the amount of five percent (5%) of the Bid Price. Performance and Payment Bonds in the amount of the Contract Price will also be required. 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) cash; (4) another form of security required by State or federal law; or (5) 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.

9. **PAYMENT & PERFORMANCE BONDS**

A performance and payment bond is required for all construction contracts in excess of \$100,000; The performance bond shall be in an amount equal to one hundred percent (100%) of the contract price. The payment bond shall be in an amount equal to one hundred percent (100%) of the contract price. The Bond shall be on a form furnished by the MTA, underwritten by a surety authorized to do business in the State of Maryland, and in the amount specified by this solicitation. 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.

10. **AWARD(S)**

The Maryland Transit Administration (MTA) intends to award multiple contracts (up to [**three (3) contracts**] contracts) from this solicitation to the responsible Bidders with the lowest responsive bid based on the cost of the sample task provided in this solicitation. The contractor submitting the lowest bid will be awarded that task. The lowest bid amount for the sample tasks does not represent the actual amount for which the contract will be awarded. The prospective responsible low bidder will be advised of the actual "not to exceed" contract amount prior to contract execution and will be awarded that contract amount. Based on the current program, the MTA has budgeted approximately **[Not To Exceed value such as \$12,000,000.00]** for this solicitation and anticipates multiple awards from this IFB. The

MTA does not imply or guarantee that the Contractor will receive either the "*Grand Total*", price bid, or the "*Amount Budgeted*" during the life of this Contract. The Contractor will only be compensated for the actual work, satisfactorily completed and accepted, on a Task-by-Task and Item by Item basis, as required by the MTA and in accordance with the Standard Provisions and Technical Provisions of this Contract.

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. **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>.

13. **DISADVANTAGED BUSINESS ENTERPRISES 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 (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 or offeror fails to submit these completed forms with the bid or offer 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 sixty percent (60) % 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 sixty percent (60%) 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 MBE 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/proposal submission requirements, including certain revised MBE 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 MBE subcontractors are inconsistent with the revised statute. To the extent the provisions of COMAR relating to post bid/proposal identification of MBE 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

14. 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.

15. 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 eighty percent (80) % of the cost of this contract.

16. 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.

17. INVESTMENT ACTIVITIES IN IRAN ACT

State Finance & Procurement, §§17-701 – 17-707, Annotated Code of Maryland [Chapter 447, Laws of 2012].

A company listed on the Investment Activities In Iran list is ineligible to bid on, submit a proposal for, or renew a contract for goods and services with a State agency or any public body of the State. Also ineligible are any parent, successor, subunit, direct or indirect subsidiary of, or any entity under common ownership or control of, any listed company.

Agencies must obtain a certification regarding investments in Iran from each bidder or offeror for new contracts and from each contractor seeking to renew an existing contract. Specifically, bidders, offerors, and renewing contractors have to certify that at the

time the bid/proposal is submitted or the contract renewed that the company is neither identified on the Investment Activities In Iran list nor engaging in investment activities in Iran.

A company that cannot make the certification must supply the agency, under penalty of perjury, with a detailed written description of its investment activities in Iran.

False Certifications: If an agency, using credible information, determines that a company has submitted a false certification regarding its investments in Iran, the agency must notify the company and provide the company 90 days to demonstrate in writing that it is not engaged in investment activities in Iran. If the company fails to demonstrate that it is not engaged in investment activities in Iran in that time, the agency shall report the company to the Attorney General and to the Board of Public Works.

18. **CONTRACTOR'S QUESTIONNAIRE**

All Bidders shall complete and submit the Contractor's Questionnaire Pre-Award Evaluation Data Form with the bid package.

19. **INSURANCE REQUIREMENTS**

The Contractor and subcontractors are responsible for all insurance for the work on this job, including Worker's Compensation, General Liability, Excess and/or Umbrella Liability, Pollution Liability, Products Liability/Completed Operations and Automobile Liability. Railroad Protective Liability may also be required.

See "Insurance Requirements" in the Table of Contents for levels of coverage.

20. **HIRING AGREEMENT**

By submitting a bid or proposal in response to this solicitation, the bidder/offeror agrees to execute and comply with the attached Maryland Department of Human Resources (DHR) Hiring Agreement. The Hiring Agreement provides that the Contractor and DHR will work cooperatively to promote hiring by the Contractor of qualified entry level Maryland Temporary Cash Assistance customers to fill entry level job openings resulting from this procurement, in accordance with subparagraph 13-224, State Finance and Procurement.

21. **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.

22. 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 Urban Mass Transportation 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.

23. 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.

Item	Section	Description	Estimate of Quantity	Unit	Unit Price	Total Price
001	01130	Mobilization	1	LS	LS	\$ 2,500.00
002	01210	Miscellaneous Work Allowance			Allowance	\$5,000.00
003	01450	Quality Assurance and Quality Control			Allowance	\$ 1,500.00
004	First Task	Ceiling Mounted Button Microphone	10	EA	\$	\$
005	First Task	Plenum Rated Low Capacitance Audio Cable - Single Pair	1200	FT	\$	\$
006	First Task	Shielded XLR Connectors	40	EA	\$	\$
007	First Task	16 Port - Shielded XLR Patchbay Assy	1	EA	\$	\$
008	First Task	16 Channel Mic Preamp	2	EA	\$	\$
009	First Task	Verint Recorder	1	EA	\$	\$
010	17125	Initial Audio Performance Test	1	LS	\$	\$
011	17125	Network Test	1	LS	\$	\$
012	17125	Network System Functional Test	1	LS	\$	\$
013	17125	Final Audio Performance Test	1	LS	\$	\$
014	17630	Training	1	LS	\$	\$
015	17640	Spare Parts			Allowance	\$ 2,500.00

BASIS OF AWARD: TOTAL BID FOR ITEMS 001 THROUGH 015 inclusive \$ _____
(figures)

TOTAL BID IN WORDS: _____

016	Railroad Protective Liability Insurance	LS	LS	N/A	**\$
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****This amount will only be added to the base bid of the successful bidder in the event that the bidder is excluded from the wrap-up insurance program or the program is terminated mid-term.**

NOTE: For bidding purposes, the Lump Sum (LS) must include wage rate + fringe benefits + overhead and profit.

Failure to adhere to these conditions may deem the bid to be non-responsive.

First Task (Order for Services OFS 1)

The First Task (Order For Services OFS 1) included with this contract will be used to rank the prospective Bidders. The awarded First Task Bidder will be determined based on the technical abilities and cost for completing the work represented by the plans and special provisions for the First Task. The Maryland Transit Administration (MTA) recently constructed the Centralized Control Center (CCC), which is located on the second floor of 301 N Eutaw Street in Baltimore, Maryland, to create a unified command center for its local-fixed-route transportation modes. The First Task includes procurement and installation of microphones (mics) to provide the Maryland Transit Administration (MTA) with the means of recording conversations of CCC personnel while on duty in the CCC.

The successful bidder will be expected to perform the work at the bid price. A construction contract will be issued to the awarded contractor that is identical to the information included as part of the First Task with the appropriate charge and task number.

Prospective Bidders shall have ten (10) years experience in similar projects and include with their proposal a description and references for three similar projects completed within the last five (5) years where the Bidder performed as prime. In addition, see Maryland Transit Administration's Contractors Questionnaire Form (CQ1-CQ5).

The First Task shall consist of furnishing of all labor, material, assembly, engineering, integration, testing, and installation of ten **ceiling-mounted** microphones (mics) with their associated hardware, wiring, jumpers, cable and patchbays, in the CCC to record the conversations taking place in and around the control consoles, the communications area and the IT Coordinator desk at the MTA the Centralized Control Center (CCC). The task includes but is not limited to installation, integration, technical support, and testing.

All work shall be coordinated and approved by MTA before any work is performed. The CCC operates on a 24/7 basis and the MTA may restrict access to the site during peak operation times or during incidents affecting its operations. The task may involve non standard working hours for system integrations, technical support, and testing.

The First Task must be complete within hundred and eighty (180) days after Notice To Proceed (NTP). Schedules will be confirmed, approved and coordinated prior to construction.

The MTA provided contract drawings are not considered shop drawings. Shop drawings must be submitted to the Construction Manager (CM) as required.

Requests For Information (RFI) documents must be submitted in writing with a formal transmittal to the CM. RFI will only be considered record documents for the project if so executed. The contractor shall not deviate from the contract drawings unless the CM approves the request.

Contractor must submit all product submittals for approval prior to any installation as specified in the Contract Documents.

DESCRIPTION OF SCOPE:

A. The Contractor shall furnish, install and test ten **ceiling-mounted** microphones (mics) with their associated hardware, wiring, jumpers, cable and patchbays, in the CCC to record the conversations taking place in the control consoles, the communications area and the IT Coordinator desk as listed below and shown in the attached reference drawings. In addition of the mics, in the CCC, a microphone preamplifier shall be installed in the **Recording Room on the 3rd floor where the existing Verint recorder is currently installed.**

1. 2 Bus Consoles: 1 mic each
2. 1 Metro Console: 1 mic
3. 1 Metro Yard Console: 1 mic
4. 1 Central Light Rail Line Console: 1 mic
5. 1 MARC Console: 1 mic
6. 1 Mobility Console: 1 mic
7. 1 IT Coordinator Desk: 1 mic
8. 1 Communications Area: 2 mics

B. Microphones shall:

1. Be of boundary type with condenser element.
2. Have built-in amplifier requiring Phantom Power over balanced XLR interface.
3. Be equipped for ceiling tile installation.
4. Provide mechanical isolation from vibration.
5. Reject interference from close EMI sources such as GSM mobile phones.
6. Have a flat (+/-5 dB) frequency response from 250 Hz to 10 kHz.
7. Have an impedance < 200 Ohms.
8. Be white or metal color to blend in the ceiling.
9. Be equivalent to Beyerdynamic Classis BM 34 W or Shure MX395 W/O microphone.

C. Audio cables shall be:

1. Type CMP as required by NFPA 70, 2011.
2. Shielded with 95% braided copper shield coverage or better.
3. Twisted pair construction with ASTM Tinned Copper conductors.

First Task (Order for Services OFS-1)

4. Low capacitance cable with 25 pF/ft between conductors and 45 pF/ft between one conductor and shield or better.
 5. For cable installation and management, the contractor shall provide and install J-hooks with screw-on clamps for attachment to structural steel, as well as anchor cable ties.
- D. Patchbays and connectors shall:
1. EMI shielded with 55 dB at 1.3GHz rejection or better.
 2. Have a securing mechanism to prevent unwanted uncoupling of connections.
 3. Allow microphone cable runs to be broken in various segments; with one segment between the a patchbay in the Recording Room on the third floor and the patchbay in the CCC floor, the other segment between the CCC patchbay and the mics on the ceiling.
- E. The analog microphone preamplifier (preamp) bank shall consist of at least 12 individual preamp channel modules with the following characteristics:
1. Provide at least 60 dB gain adjustment per channel.
 2. shielded XLR balanced input port.
 3. Input port impedance: > 20 k ohms.
 4. Have one shielded XLR balanced output port and one TS unbalanced output port per channel.
 5. Output port impedance: 600 Ohms.
 6. Provide phantom power to each microphone over the microphone cable that can be disabled by the user.
 7. Provide cut-off filters to attenuate frequencies below 75 Hz to reduce noise from vibrations. Provide means to switch off this filter if desired.
 8. Provide 20 dB attenuators for padding strong signals. Provide means to switch off this filter if desired.
 9. For installation in 19" standard equipment rack.
 10. Have audio peak level indication for each mic channel.
- F. The audio picked up by the microphones shall be recorded using the existing Verint Audiolog Call Recording Server with Audio Log 5.0, located in the Recording Room on the third floor. The Contractor shall furnish, install, configure and test one Verint LD2404 analog port tap card, with corresponding software licenses as listed below: 14 Remote Concurrent Licenses for Audiolog Interaction Review Web Based Playback

First Task (Order for Services OFS-1)

1. 14 Remote Concurrent Licenses for Audiolog Interaction Review Web Based Playback.
 2. 14 seat Licenses for Audiolog Remote Playback Client (ALRC).
 3. 14 seat Licenses for Audiolog Remote Live Monitoring Client.
 4. 14 seat Licenses for Instant Recall Plus Client.
 5. 1 Site License for Audiolog Reports.
 6. 14 seat Licenses for Audiolog 4-Channel Playback Client.
 7. 14 seat Licenses for Audiolog Management Console Client.
- G. The Contractor shall also furnish, install and configure a physically redundant network storage system to allow MTA to easily retrieve the CCC recorded audio for at least one full year after date of recording. One of the network storage disks shall be installed in the CCC building and the redundant unit shall be installed in the Radio Equipment Room, located in 1515 Washington Boulevard, in Baltimore, Maryland. Automatic archival of audio files older than one year shall be provided with a minimum archival capacity for at least five years. Network connectivity and rack space for the storage system will be provided by MTA. The Network Storage System shall:
1. Consist of a Storage Area Network (SAN) with RAID 1 protection with geographical diversity.
 2. Use Continuous Data Protection (CDP) backup mechanism between drives.
 3. Allow retrieval of data by users shall not be any different than reading a file on a local hard drive.
 4. The system shall alert users of failure of any disk.
 5. Have all hardware and all software to perform automatic archiving.
 6. Frequency of data archiving shall be approved by MTA.
- H. The contractor shall furnish and install two wall-mounted 19" racks to house the patchbays and the preamplifiers to be installed in the second and third floors. MTA will provide rack space in the first floor and in Radio Equipment Room (in Washington Blvd.).
- I. All provided and installed components and equipment shall comply with MDOT Network Security Protocols for connectivity to the MDOT Gig-E network. All connected systems and system components are required to undergo extensive security checks to ensure that the system is impervious to outside attack. Accordingly, the Contractor shall cooperate with the Administration to ensure that all necessary network protocols have been implemented. The Contact point for Office of IT Security is:

Glenn McCarr

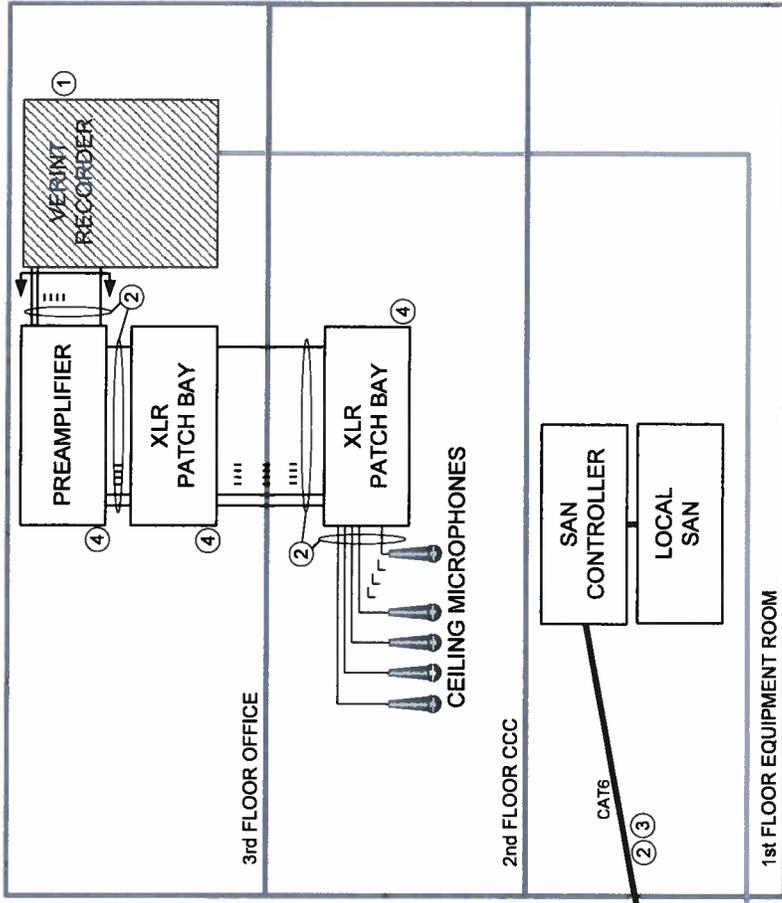
Manager, Office of IT Security
Maryland Department of Transportation
One Orchard Road
Glen Burnie, Maryland, 21060
Telephone: 410-768-7475
Fax: 410-768-7433
Email: gcarr@mdot.state.md.us

J. Handling of existing ceiling tiles in the CCC floor requires use of latex gloves.

K. System Integration:

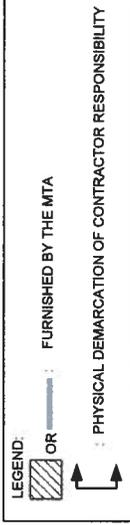
1. System integration services and work requirements necessary to successfully integrate the CCC audio recording system and devices contained within the scope of this contract into a fully unified, operational, tested, and certified system. These include, but not limited to:
 - a. Existing Verint Audiolog Call Recording System.
 - b. Existing MDOT Gig-E network.
 - c. Proposed Audio Recording System at MTA CCC.
 - d. Redundant network storage system at the Radio Equipment Room, located in 1515 Washington Boulevard, in Baltimore, Maryland
2. The Contractor shall identify and manage all physical and logical interfacing among all existing systems being connected to and among systems being provided under this contract to ensure that all communications, processes, and interactions among devices, subsystems and the system operate at optimum performance.
3. The Contractor shall conduct an Integrated Thirty Days Operational Test (30DOT) with purpose of the test being to determine system stability and to identify any discrepancy that may arise from conflicts that could be created by having a fully integrated system. The duration of the test shall not be less than 30 consecutive calendar days. In addition the test shall address all functional areas and shall execute more than one function at a time to identify any conflicts. A catastrophic system failure shall require restarting the test. In addition, if a critical discrepancy occurs the 30DOT shall be stopped and not restarted until the discrepancy is fixed.
4. The following list identifies the services required from the Contractor to achieve a successful system integration:
 - a. Provide system block diagrams
 - b. Provide cut-sheets of all material, hardware and software provided.
 - c. System interface between Audio Recording System and network storage system.
 - d. Staging, planning, execution and technical support.
 - e. Testing.
 - f. Discrepancy resolution.
 - g. Licensing agreements.

301 NORTH EUTAW STREET

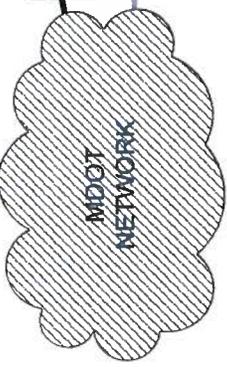
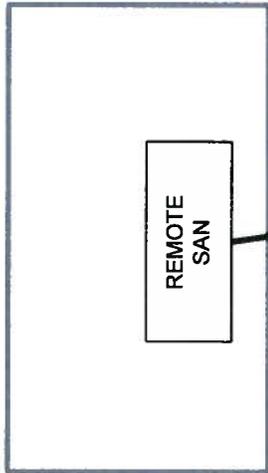


NOTES:

- ① CONTRACTOR TO UPGRADE AS PER CONTRACT SPECIFICATIONS REQUIREMENTS.
- ② CONTRACTOR SHALL FURNISH AND INSTALL ALL CABLING AS PER SPECIFICATIONS.
- ③ ASSUME 200 FEET OF CABLE.
- ④ CONTRACTOR SHALL PROVIDE WALL MOUNTED EQUIPMENT RACK TO HOUSE THIS EQUIPMENT.



WASHINGTON BLVD EQUIPMENT ROOM



<p>MARYLAND DEPARTMENT OF TRANSPORTATION MARYLAND TRANSIT ADMINISTRATION</p>		<p>GL Communications Inc. www.gl.com www.gi.com www.gi.com 818 W. DIAMOND AVE. THIRD FLOOR GAITHERSBURG, MD 20878 301-670-4784</p>																					
<p>CONTRACT NO. T-1296R-01 DRAWING NO. CARS-01 SHEET NO. 01 OF 01</p>		<p>CCC AUDIO RECORDING SYSTEM BLOCK DIAGRAM DATE: 08/23/14 SCALE: NTS</p>																					
<p>REVISIONS</p> <table border="1"> <thead> <tr> <th>NO.</th> <th>DESCRIPTION</th> <th>BY</th> <th>DATE</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	NO.	DESCRIPTION	BY	DATE	1				<p>KAM</p> <table border="1"> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>					<p>KAM</p> <table border="1"> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>					<p>ULC</p> <table border="1"> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>				
NO.	DESCRIPTION	BY	DATE																				
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QUESTIONS RECEIVED FROM CONTRACTS

Question 1

Section 01300 1.02 Construction Progress Schedule:

The Specification requires (5) copies of the progress schedule and (5) copies of the accompanying Schedule narrative to be submitted for the initial Baseline schedule as well as subsequent monthly schedule updates. Is (5) paper copies necessary or will 1 electronic copy be sufficient?

Answer 1

(5) Paper copies shall be required only for the initial baseline and accompanying schedule narrative. Subsequent monthly schedules can be submitted electronically.

Question 2

Section 01300 1.10 Progress Photographs:

The requirement for Progress photos, specifically:

“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...

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 _____”

Is this requirement necessary?

Answer 2

Digital photos in electronic format shall be accepted.

Question 3 **Section 01310 1.03 Progress Meetings:**

For bidding purposes on this task, how often will progress meeting be held

Answer 3 Bi-weekly

Question 4 **Section 01450 QAQC**

- a. For bidding purposes on this task, is the QAQC Plan Manager or QAQC Representative required on site at all times when any work is to be performed?
- b. Can the QAQC Representative/Manager serve as a QAQC person as well as a Supervisor or laborer for the work to be performed under this OFS?

Answer 4 a. CQC Plan Manager need not be on-site at all times, but he/she must be aware when any new ‘definable feature of work’ is initiated. Succinctly, that means he/she cannot be absent from the worksite all the time, representative will be expected to fulfill all other requirements (inspections, etc.)

b. No. QA/QC must be separate from all other work.

Question 5 The attached bid sheet for the above contract references Section 01011 for item 001 “Mobilization”. We were unable to locate a Section 01011 in the contract specifications?

Answer 5 Please see the revised Unit Price schedule.

Question 6 There seemed some uncertainty in regard to the location of communications closet on the second floor, can we assume the drawings provided show the correct location?

Answer 6 There are two communications closets in the second floor, these are shown on the drawings as the West Shaft and the East Shaft. Access to

the East Shaft is through the men's bathroom. Both shafts provide access to first and third floor. For the purposes of the proposal assume that the West Shaft will be used to house the patchbay on the second floor. The amplifiers and a patchbay will be housed in a new rack in the recording room on the third floor. An addendum will be issued to clarify extent of work in the first and third floors.

Question 7 Has the MTA considered in its selection of microphones and cables to be used, the distance of the runs?

Answer 7 Yes. The cable required in the specs is low impedance audio cable, suitable for these applications. The required microphones are also low impedance.

Question 8 It was mentioned that it was believed conduit and cable tray pathways exist between the various locations, but the right of use was not known, can you clarify whether we can use or not?

Answer 8 For the purposes of the bid assume that all wiring and its associated supporting hardware (wiring hooks for structural steel, anchored cable ties, etc.) shall be provided. See answer to Question 6.

Question 9 Will core drilling be needed to get to the various rooms/floors where equipment is to be located?

Answer 9 No. See answer question 6.

Question 10 What is the pass/fail criteria?

Answer 10 An addendum is provided clarifying the pass/fail criteria for the system tests.

Question 11 What times and days will the contractor be permitted access to perform the work?

Answer 11 Work that does not interfere with CCC personnel for more than a handful of minutes can be performed during off-peak hours (see mta.maryland.gov for off-peak hours information) as long as it is coordinated in advance with MTA.



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-1296R
Ancillary for Repairs and Maintenance of Security and Wireless Systems and
Associated Equipment

DATE: May 6, 2014

Enclosed and effective this date is Addendum No.1 to the subject Contract. **Bidders are hereby notified that the subject Contract No.T-1296 has been officially re-named Contract No.T-1296R.** This change does not delay the Bid Opening Date June 4, 2014. This addendum also gives the site visit time & location.

A conformed copy of the entire specifications may be downloaded from the MTA web site (www.mta.maryland.gov). 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,

Joseph B Johnson

Joseph B Johnson, Procurement Officer
Construction Installation Services Section

Acknowledgement of receipt of ADDENDUM # 1 to Solicitation #T-1296R

Vendor Name: _____

Authorized Representative's Signature

Date

ADDENDUM NO.: 1
DATE: 05/06/14
CONTRACT NO.: T-1296R

The following additions, deletions, and modifications are hereby made a part of the Contract Documents of Ancillary for Repair and Maintenance of Security and Wireless Systems and Associated Equipment, Contract No.: T-1296R.

Item No.	Page	Modification
I. CONTRACT SPECIFICATIONS		
1	Page 1 of 7 – Notice to Contractor	Site Visit Revised – A site visit will be held on <u>May 9, 2014 at 9:00 a.m.</u> , local time at the 301 N. Eutaw St. Baltimore, MD 21201. When you pull up to the gate arm, push the buzzer and someone will buzz you in. Park anywhere you can find parking. Parking is limited so you may have to find available on the street.

Also attached are the answers to contractors' questions, if any.

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

**ANCILLARY FOR REPAIR AND
MAINTENANCE OF SECURITY AND
WIRELESS SYSTEMS AND ASSOCIATED
EQUIPMENT**

CONTRACT NO.: T-1296R

DATE: April 16, 2014

1. DESCRIPTION OF WORK

The work to be performed under this contract includes the furnishing of services necessary for the accomplishment of miscellaneous minor construction, repairs, and maintenance work for the Administration's Facilities located throughout the State. Work may include repairs, maintenance, additions and modifications to existing control and communications systems including, but not necessarily limited to fiber optic backbones, digital networks, analog and voice over internet protocol phone systems, audio and video security control systems, public address, and passenger information signs. The work may include only systems installation work in accordance with supplied drawings and specifications.

2. PRE-BID MEETING & SITE VISIT

A Pre-Bid meeting for the purpose of explaining the Project will be held on April 30, 2014 at 10:00 a.m., local time at the Administration Headquarters, 6 St. Paul St., 5th Floor, Conference Room, Baltimore, Maryland 21202-1614.

A site visit will be held on May 9, 2014 at 9:00 a.m., local time at the 301 N. Eutaw St. Baltimore, MD 21201. When you pull up to the gate arm, push the buzzer and someone will buzz you in. Park anywhere you can find parking. Parking is limited so you may have to find available on the street.

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.**

3. DEADLINE FOR QUESTIONS

Questions regarding the work should be directed in writing to Joseph B Johnson at the Administration Offices or via Internet address jjohnson14@mta.maryland.gov No facsimile messages will be accepted unless accompanied by telephone notification at (410) 767-3363 Our fax number is (410) 333-4810. Questions directed to this office must be received no later than May 14, 2014 at the close of the business day. No interpretations other than written shall be binding on the Administration.

4. **BID DUE DATE & TIME**

Sealed Bids addressed to the Maryland Transit Administration, Procurement Division, 6 St. Paul Street, 7th Floor, Baltimore, Maryland 21202-1614, and marked "Bid for Contract No. **T-1296, Ancillary for Repair and Maintenance of Security and Wireless Systems and Associated Equipment**", will be received at the above address until but not after 2:00 P.M. local time, **June 4, 2014** at that time, the Bids will be publicly opened and read aloud at a location at the same address.

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 no changes are made to the bid documents. In the event of a conflict between the version 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 website located at www.mta.maryland.gov. Bidders will be required to login the first time specifications are downloaded. Bidders must supply accurate information in order to receive notice of all subsequent addenda.

When logging onto the MTA website, click on "Business", then "Procurement", then "Bids/Solicitation". All projects currently advertised will appear in the table on this page. You may then choose to download the specifications.

7. **ADDENDA**

Addenda may be downloaded from the MTA website when available at www.mta.maryland.gov. Bidders are required to acknowledge all addenda by signing a copy of each addendum cover letter and include in 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. BID BOND

Each bid exceeding \$100,000 must be accompanied by a Bid Bond on a form furnished by the Administration in the amount of five percent (5%) of the Bid Price. Performance and Payment Bonds in the amount of the Contract Price will also be required. 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) cash; (4) another form of security required by State or federal law; or (5) 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.

9. **PAYMENT & PERFORMANCE BONDS**

A performance and payment bond is required for all construction contracts in excess of \$100,000; The performance bond shall be in an amount equal to one hundred percent (100%) of the contract price. The payment bond shall be in an amount equal to one hundred percent (100%) of the contract price. The Bond shall be on a form furnished by the MTA, underwritten by a surety authorized to do business in the State of Maryland, and in the amount specified by this solicitation. 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.

10. **AWARD(S)**

The Maryland Transit Administration (MTA) intends to award multiple contracts (up to [**three (3) contracts**] contracts) from this solicitation to the responsible Bidders with the lowest responsive bid based on the cost of the sample task provided in this solicitation. The contractor submitting the lowest bid will be awarded that task. The lowest bid amount for the sample tasks does not represent the actual amount for which the contract will be awarded. The prospective responsible low bidder will be advised of the actual "not to exceed" contract amount prior to contract execution and will be awarded that contract amount. Based on the current program, the MTA has budgeted approximately **[Not To Exceed value such as \$12,000,000.00]** for this solicitation and anticipates multiple awards from this IFB. The

MTA does not imply or guarantee that the Contractor will receive either the "*Grand Total*", price bid, or the "*Amount Budgeted*" during the life of this Contract. The Contractor will only be compensated for the actual work, satisfactorily completed and accepted, on a Task-by-Task and Item by Item basis, as required by the MTA and in accordance with the Standard Provisions and Technical Provisions of this Contract.

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. **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>.

13. **DISADVANTAGED BUSINESS ENTERPRISES 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 (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 or offeror fails to submit these completed forms with the bid or offer 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 **sixty percent (60) %** 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 sixty percent (60%) 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 MBE 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/proposal submission requirements, including certain revised MBE 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 MBE subcontractors are inconsistent with the revised statute. To the extent the provisions of COMAR relating to post bid/proposal identification of MBE 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

14. 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.

15. 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 eighty percent (80) % of the cost of this contract.

16. 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.

17. INVESTMENT ACTIVITIES IN IRAN ACT

State Finance & Procurement, §§17-701 – 17-707, Annotated Code of Maryland [Chapter 447, Laws of 2012].

A company listed on the Investment Activities In Iran list is ineligible to bid on, submit a proposal for, or renew a contract for goods and services with a State agency or any public body of the State. Also ineligible are any parent, successor, subunit, direct or indirect subsidiary of, or any entity under common ownership or control of, any listed company.

Agencies must obtain a certification regarding investments in Iran from each bidder or offeror for new contracts and from each contractor seeking to renew an existing contract. Specifically, bidders, offerors, and renewing contractors have to certify that at the

time the bid/proposal is submitted or the contract renewed that the company is neither identified on the Investment Activities In Iran list nor engaging in investment activities in Iran.

A company that cannot make the certification must supply the agency, under penalty of perjury, with a detailed written description of its investment activities in Iran.

False Certifications: If an agency, using credible information, determines that a company has submitted a false certification regarding its investments in Iran, the agency must notify the company and provide the company 90 days to demonstrate in writing that it is not engaged in investment activities in Iran. If the company fails to demonstrate that it is not engaged in investment activities in Iran in that time, the agency shall report the company to the Attorney General and to the Board of Public Works.

18. CONTRACTOR'S QUESTIONNAIRE

All Bidders shall complete and submit the Contractor's Questionnaire Pre-Award Evaluation Data Form with the bid package.

19. INSURANCE REQUIREMENTS

The Contractor and subcontractors are responsible for all insurance for the work on this job, including Worker's Compensation, General Liability, Excess and/or Umbrella Liability, Pollution Liability, Products Liability/Completed Operations and Automobile Liability. Railroad Protective Liability may also be required.

See "Insurance Requirements" in the Table of Contents for levels of coverage.

20. HIRING AGREEMENT

By submitting a bid or proposal in response to this solicitation, the bidder/offeror agrees to execute and comply with the attached Maryland Department of Human Resources (DHR) Hiring Agreement. The Hiring Agreement provides that the Contractor and DHR will work cooperatively to promote hiring by the Contractor of qualified entry level Maryland Temporary Cash Assistance customers to fill entry level job openings resulting from this procurement, in accordance with subparagraph 13-224, State Finance and Procurement.

21. 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.

22. 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 Urban Mass Transportation 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.

23. 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.