



MARYLAND TRANSIT ADMINISTRATION

MARYLAND DEPARTMENT OF TRANSPORTATION

Martin O'Malley, Governor • Anthony G. Brown, Lt. Governor  
Beverly K. Swaim-Staley, Secretary • Ralign T. Wells, Administrator

TO: All Planholders

FROM: Maryland Transit Administration

SUBJECT: **Addendum No. 4**  
**Contract No.: T-1322**  
On-Call Multi Media Environmental and Biohazard Emergency Response,  
Remediation and Waste Management  
**"CANCELLATION"**

DATE: August 5, 2011

Enclosed and effective this date is Addendum No. 4 to the subject Contract. This addendum **CANCELS** the solicitation for Contract No. T-1322, On-Call Multi Media Environmental and Biohazard Emergency Response, Remediation and Waste Management.

This solicitation will be re-advertised at a later date.

Sincerely,

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

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Acknowledgement of receipt of ADDENDUM # 4 to Solicitation #T-1322

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

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Authorized Representative's Signature

Date



MARYLAND TRANSIT ADMINISTRATION

MARYLAND DEPARTMENT OF TRANSPORTATION

Martin O'Malley, Governor • Anthony G. Brown, Lt. Governor  
Beverly K. Swaim-Staley, Secretary • Ralign T. Wells, Administrator

TO: All Planholders

FROM: Maryland Transit Administration

SUBJECT: **Addendum No. 3**  
**Contract No.: T-1322**  
On-Call Multi Media Environmental and Biohazard Emergency Response,  
Remediation and Waste Management

DATE: July 15, 2011

Enclosed and effective this date is Addendum No. 3 to the subject Contract. This change delays the Bid Opening Date of Tuesday July 19, 2011 to **Tuesday, August 9, 2011 at 2:00 p.m. at 6 St. Paul Street, Conference Room #742, Baltimore, MD 21202.**

A conformed copy of the revised specification sections may be downloaded from the MTA web site ([www.mta.maryland.gov](http://www.mta.maryland.gov)). A list of the changes made to this contract is attached to this addendum. Addendum No. 4 will be issued at a later time to respond to contractors questions and make any revisions to the specifications and/or plans.

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

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Acknowledgement of receipt of ADDENDUM #3 to Solicitation #T-1322

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

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Authorized Representative's Signature

Date

ADDENDUM NO:                    3  
DATE:                                07/15/11  
CONTRACT NO.:                T-1322

The following additions, deletions, and modifications are hereby made a part of the Contract Documents of On-Call Multi Media Environmental and Biohazard Emergency Response, Remediation and Waste Management, Contract No.: T-1322.

Addendum Item No.	Page	Modification
<u>I. CONTRACT SPECIFICATIONS</u>		
1	Notice To Contractors Page NTC 2 of 6	Replace page NTC 2 of 6 only – Revised bid opening date.
2	Bid Form Page BF 1 of 7	Replace page BF 1 of 7 only – Revised bid opening date.

Enclosures

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-1322 On-Call Multi Media Environmental and Biohazard Emergency Response, Remediation, and Waste Management", will be received at the above address until but not after 2:00 P.M. local time, August 9, 2011. At that time, the Bids will be publicly opened and read aloud in Conference Room #742 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 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 "Doing Business With the MTA", then "Procurements", then "Construction/Installation and Professional Services". All projects currently advertised will appear at the bottom of the 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 including it 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.

STATE OF MARYLAND DEPARTMENT OF TRANSPORTATION  
MARYLAND TRANSIT ADMINISTRATION  
BID FORM  
FOR  
CONTRACT NO.:   T-1322  

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

BID OPENING DATE:  
  August 9, 2011    
BID OPENING TIME:  
  2:00 PM  

BID OF: \_\_\_\_\_  
(Bidder's Name)

PROJECT DESCRIPTION:

The work performed under this Contract includes Environmental/Hazardous Materials support for conducting "On-Call" Multi-Media Environmental Emergency Response, Remediation, Waste Management, and Environmental Compliance, and Biohazard Emergency Services at its facilities. The Environmental & Biohazard Emergency Response, Remediation, Waste Management, and Environmental Compliance Services will be performed to maintain or achieve facility compliance with all applicable Federal and State of Maryland Environmental laws, regulations, permits and orders, and support efforts to identify and correct root causes of any areas of potential noncompliance ("On-call" shall be defined as response capabilities 24 hours per day and 7 days per week).

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 fifty (150) 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.



MARYLAND TRANSIT ADMINISTRATION

MARYLAND DEPARTMENT OF TRANSPORTATION

Martin O'Malley, Governor • Anthony G. Brown, Lt. Governor  
Beverly K. Swaim-Staley, Secretary • Ralign T. Wells, Administrator

TO: All Planholders

FROM: Maryland Transit Administration

SUBJECT: **Addendum No. 2**  
**Contract No.: T-1322**  
On-Call Multi Media Environmental and Biohazard Emergency Response,  
Remediation and Waste Management

DATE: June 14, 2011

Enclosed and effective this date is Addendum No. 2 to the subject Contract. This change delays the Bid Opening Date of Monday, June 20, 2011 to **Tuesday July 19, 2011 at 2:00 p.m. at 6 St. Paul Street, Conference Room #742, Baltimore, MD 21201.**

A conformed copy of the revised specification may be downloaded from the MTA web site ([www.mta.maryland.gov](http://www.mta.maryland.gov)). A list of the changes made to this contract is attached to this addendum. Addendum No. 3 will be issued at a later time to respond to contractors questions.

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

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Acknowledgement of receipt of ADDENDUM #20 to Solicitation #T-1322

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

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Authorized Representative's Signature

Date

ADDENDUM NO: 2  
DATE: 06/14/11  
CONTRACT NO.: T-1322

The following additions, deletions, and modifications are hereby made a part of the Contract Documents of On-Call Multi Media Environmental and Biohazard Emergency Response, Remediation and Waste Management, Contract No.: T-1322

<u>Addendum Item No.</u>	<u>Page</u>	<u>Modification</u>
<u>I. CONTRACT SPECIFICATIONS</u>		
1	Bid Form Pages BF 1 thru BF 3	Replace pages BF 1 thru BF 3 only – Revised bid opening date on page BF 1.

Enclosures

STATE OF MARYLAND DEPARTMENT OF TRANSPORTATION  
MARYLAND TRANSIT ADMINISTRATION  
BID FORM  
FOR  
CONTRACT NO.: T-1322

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

BID OPENING DATE:  
July 19, 2011  
BID OPENING TIME:  
2:00 PM

BID OF: \_\_\_\_\_  
(Bidder's Name)

PROJECT DESCRIPTION:

The work performed under this Contract includes Environmental/Hazardous Materials support for conducting "On-Call" Multi-Media Environmental Emergency Response, Remediation, Waste Management, and Environmental Compliance, and Biohazard Emergency Services at its facilities. The Environmental & Biohazard Emergency Response, Remediation, Waste Management, and Environmental Compliance Services will be performed to maintain or achieve facility compliance with all applicable Federal and State of Maryland Environmental laws, regulations, permits and orders, and support efforts to identify and correct root causes of any areas of potential noncompliance ("On-call" shall be defined as response capabilities 24 hours per day and 7 days per week).

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 fifty (150) 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. 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(s).
- e. Certification Regarding Lobbying.
- f. Certified MBE Utilization and Fair Solicitation Affidavit (MDOT MBE – Form A).
- g. MBE Participation Schedule (MDOT MBE–Form B).
- h. Signed Cover Letter for each Addendum issued by MTA.



MARYLAND TRANSIT ADMINISTRATION

MARYLAND DEPARTMENT OF TRANSPORTATION

Martin O'Malley, Governor • Anthony G. Brown, Lt. Governor
Beverly K. Swaim-Staley, Secretary • Ralign T. Wells, Administrator

TO: All Planholders
FROM: Maryland Transit Administration
SUBJECT: Addendum No. 1
Contract No.: T-1322
On-Call Multi Media Environmental and Biohazard Emergency Response,
Remediation and Waste Management
DATE: May 4, 2011

Enclosed and effective this date is Addendum No. 1 to the subject Contract. This addendum revises the following dates:

Table with 3 columns: Activity, Old Dates, New Dates/Time. Rows include Pre-Bid Meeting, Deadline for Questions, and Bid Opening.

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,

Handwritten signature of Vanessa Ashe

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

Acknowledgement of receipt of ADDENDUM # 1 to Solicitation #T-1322

Vendor Name:

Authorized Representative's Signature

Date

<u>ADDENDUM NO.:</u>	<u>1</u>
<u>DATE:</u>	<u>May 4, 2011</u>
<u>CONTRACT NO.:</u>	<u>T-1322</u>

The following additions, deletions, and modifications are hereby made a part of the Contract Documents of On-Call Multi Media Environmental and Biohazard Emergency Response, Remediation and Waste Management, Contract No.: T-1322

<b>Addendum Item No.</b>	<b>Page</b>	<b>Modification</b>
<u>I. CONTRACT SPECIFICATIONS</u>		
1	NTC 1	<b>Notice to Contractors</b> – <u>Replace in its entirety</u> Page NTC 1 – Revised Pre-Bid meeting date Deadline for Questions date Bid Opening Date
2	NTC	<b>Notice to Contractors</b> – Numbered pages & included contract # at the bottom
3	BF 1	<b>Bid Form</b> – <u>Replace pages BF 1 thru BF 3 only</u> Page 1 – Revised Bid Opening date at top of page

Enclosures

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

**On-Call Multi Media Environmental and  
Biohazard Emergency Response,  
Remediation, and Waste Management**

CONTRACT NO.: T-1322

DATE: April 22, 2011

**1. DESCRIPTION OF WORK**

The work performed under this Contract includes Environmental/Hazardous Materials support for conducting "On-Call" Multi-Media Environmental Emergency Response, Remediation, Waste Management, and Environmental Compliance, and Biohazard Emergency Services at its facilities. The Environmental & Biohazard Emergency Response, Remediation, Waste Management, and Environmental Compliance Services will be performed to maintain or achieve facility compliance with all applicable Federal and State of Maryland Environmental laws, regulations, permits and orders, and support efforts to identify and correct root causes of any areas of potential noncompliance ("On-call" shall be defined as response capabilities 24 hours per day and 7 days per week).

**2. PRE-BID MEETING**

A Pre-Bid meeting for the purpose of explaining the Project will be held on May 12, 2011 at 10:30 a.m., local time at the Administration Headquarters, 6 St. Paul Street, Baltimore, Maryland 21202-1614, 7<sup>th</sup> Floor Conference Room 731. It is strongly suggested that bidders attend this meeting.

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

**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 Ms. Vanessa Ashe at the Administration Offices or via Internet address edugan@mta.maryland.gov. No facsimile messages will 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 27, 2011 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, Baltimore, Maryland 21202-1614, and marked "Bid for Contract No. T-1322 On-Call Multi Media Environmental and Biohazard Emergency Response, Remediation, and Waste Management", will be received at the above address until but not after 2:00 P.M. local time, **June 20, 2011**. At that time, the Bids will be publicly opened and read aloud in Conference Room #742 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 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](http://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 "Doing Business With the MTA", then "Procurements", then "Construction/Installation and Professional Services". All projects currently advertised will appear at the bottom of the 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](http://www.mta.maryland.gov). Bidders are required to acknowledge all addenda by signing a copy of each addendum cover letter and including it 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 BONDS**

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. **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.

10. **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 ten percent (10%) of the contract price. The payment bond shall be in an amount equal to fifty percent (50%) 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) 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.

11. **AWARD(S)**

MTA intends to award multiple contracts (up to five contracts) from this solicitation to responsible Bidders with the lowest responsive bids 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 task 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 **\$5,000,000.00** 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.

## 12. eMARYLAND MARKETPLACE REGULATIONS

### A. Use of "e-Maryland Marketplace"

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

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.

## 13. MINORITY BUSINESS PROGRAM

### A. MINORITY 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, Minority 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 Maryland Transit Administration that Minority Business Enterprises (MBE) participates in all Contracts. Each Contract will contain goals for MBE participation on a contract-to-contract basis. A subcontracting goal of eleven percent (11%) of the total contract dollar amount has been established for this procurement. All bidders must submit with their bid a fully executed copy of the Certified MBE Utilization and Fair Solicitation Affidavit (MDOT MBE Form A) and MBE Participation Schedule (MDOT MBE 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 MBE FIRMS MUST BE CERTIFIED BY THE MARYLAND DEPARTMENT OF TRANSPORTATION. NO OTHER

CERTIFICATIONS WILL BE ACCEPTED.

- D. A contractor may count toward its MBE goal sixty percent (60%) of its expenditures for materials and supplies required under the contract and obtained from a MBE regular dealer, and 100 percent of such expenditures to a MBE manufacturer. The MBE 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 MBE requirements of this solicitation must be raised prior the opening of bids or receipt of initial proposals

**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. FUNDING**

This contract is funded with one hundred percent (100%) state funds.

**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. All bidders must also be in good standing with the State Assessment & Taxation Department.

17. **CONTRACTOR'S QUESTIONNAIRE**

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

18. **INSURANCE REQUIREMENTS**

The Contractor is responsible for all insurance for the work on this job, including but not limited to, 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.

19. **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.

20. **USE OF BIDDER'S OWN FORCES**

The bidder with his own forces shall perform not less than twenty-five percent (25%) of the work at the project site.

21. **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.

22. **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-1322

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

BID OPENING DATE:

June 20, 2011

BID OPENING TIME:

2:00 PM

BID OF: \_\_\_\_\_

(Bidder's Name)

PROJECT DESCRIPTION:

The work performed under this Contract includes Environmental/Hazardous Materials support for conducting "On-Call" Multi-Media Environmental Emergency Response, Remediation, Waste Management, and Environmental Compliance, and Biohazard Emergency Services at its facilities. The Environmental & Biohazard Emergency Response, Remediation, Waste Management, and Environmental Compliance Services will be performed to maintain or achieve facility compliance with all applicable Federal and State of Maryland Environmental laws, regulations, permits and orders, and support efforts to identify and correct root causes of any areas of potential noncompliance ("On-call" shall be defined as response capabilities 24 hours per day and 7 days per week).

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 fifty (150) 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. 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(s).
- e. Certification Regarding Lobbying.
- f. Certified MBE Utilization and Fair Solicitation Affidavit (MDOT MBE –  
Form A).
- g. MBE Participation Schedule (MDOT MBE–Form B).
- h. Signed Cover Letter for each Addendum issued by MTA.