



Wes Moore, Governor · Aruna Miller, Lt. Governor · Atif Chaudhry, Secretary

NOTICE TO BIDDERS

Solicitation Fact Sheet

- PLEASE READ THOROUGHLY -

BIDS FOR THIS SOLICITATION ARE BEING ACCEPTED SOLELY ONLINE THROUGH

<https://emma.maryland.gov>

PROJECT NO.: PA-745-210-001

TITLE: Maryland State Police Tactical Administration Building, Jessup MD

For the purpose of this solicitation, the Instructions to Bidders for Construction Projects (July 2022), and the General Conditions for Construction Contracts (July 2022) have been supplemented as follows:

- 1. BID DUE DATE: October 24, 2023 at 2:00 p.m.**
- 2. PRE-BID CONFERENCE is scheduled for: October 5, 2023 at 12:30 p.m.** at 7777 Washington Ave, Jessup MD 20794, Barrack A
- Carefully review the Department of General Services' Instructions to Bidders for Construction Projects (July 2022) and General Conditions for Construction Contracts (July 2022) which are attached to this solicitation.
- 4. The PROJECT CLASSIFICATION for this solicitation is: "G"** (\$10,000,000 to \$15,000,000)

5. PLANS AND SPECIFICATIONS:

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

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

6. ATTACHMENTS: Bid/Proposal Affidavit, Bid Bond, Minority Business Enterprise (MBE) Forms, Veteran-owned Small Business Enterprise (VSBE) Forms, Payment of Employee Health Care Expenses Certification, and Corporate Diversity Addendum

ALL forms required to be submitted with the bid must be attached to the eMMA solicitation response form as one attachment. Faxed copies or emails will not be accepted.

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

- **Completed Bid Bond Form** (if bid is over \$100,000) – submit in accordance Item 5 in the Instructions to Bidders for Construction Projects.
- **MBE Attachment D-1A** – submit in accordance with Minority Business Enterprise Attachment D – February 5, 2021.
- **VSBE Attachment E-1, E-1A, & E-1B** – submit in accordance with Attachment E – Veteran-owned Small Business Enterprise – September 1, 2022.
- **Bid/Proposal Affidavit** – submit in accordance with Item 2.B(6) in the Instructions to Bidders for Construction Projects.
- **Payment of Employee Health Care Expenses Certification** – submit in accordance with State Finance & Procurement Article Title 17, Subtitle 8.
- **Corporate Diversity Addendum** – (if bid is over \$1,000,000) submit in accordance with Corporate Diversity Addendum – August 12, 2022.

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

7. MINORITY BUSINESS ENTERPRISE:

The MBE subcontracting participation goal for this solicitation is: **30%** (No Split)

The MBE participation shall be a percentage of the **TOTAL CONTRACT VALUE**.

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

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

If, for any reason, the apparent successful bidder is unable to achieve the contract goal for each certified MBE classification specified as having a subcontract goal or the overall MBE contract goal, the bidder will be contacted to document its waiver request as stated in the Minority Business Enterprise Utilization Procedures – February 5, 2021.

Please review all MBE information carefully. Refer to the Minority Business Enterprise Attachment D – February 5, 2021 for further information.

8. VETERAN-OWNED SMALL BUSINESS ENTERPRISE:

Confirmation of VSBE Program Certification – eMMA is the exclusive platform to use when verifying that a veteran vendor is certified in the state’s VSBE Program. The “VSBE Certification #” field must be populated and the “VSBE Expiration Date” must be valid.

The VSBE subcontracting participation goal for this Solicitation is: **5%**

The VSBE participation shall be a percentage of the **TOTAL CONTRACT VALUE**.

Please review all VSBE information carefully. Refer to “Attachment E – Veteran-owned Small Business Enterprise” for further information.

9. COMPLETION TIME AND LIQUIDATED DAMAGES:

The work shall be completed within **486** calendar days from the start date of the contract. If the work is not completed within the time period specified, the contractor will be liable for liquidated damages of **\$500** per calendar day as specified in the “General Conditions.”

10. INSURANCE REQUIREMENT:

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

Builder's Risk Insurance **is required** for this project.

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

11. TIME FOR BID ACCEPTANCE:

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

12. QUESTIONS DEADLINE:

The deadline for questions has been established as **October 10, 2023 @ 2:00 p.m.**, to ensure that there is enough time to allow for the A/E to provide responses and possible Addendum issuance if necessary.

All Questions must be submitted, in writing, to the Procurement Officer.

13. EXECUTED CONTRACTS

The contract awarded to the successful Bidder pursuant to this IFB will be in the form of Attachment A. **ALL** DGS contracts must have a company seal or notary on the signature page of the contract in order for contracts to be executed.

14. PAYMENT OF EMPLOYEE HEALTH CARE EXPENSES CERTIFICATION

Payment of Employee Health Care Expenses Certification, Under State Finance & Procurement Article Title 17, Subtitle 8, Form **MUST** be submitted with the bid. Failure to submit the form will deem the bidder as non-responsible and the bid will be rejected under COMAR 21.06.01.01.

15. PREVAILING WAGE RATES

Prevailing wage rates apply to all contracts in the amount of \$250,000 or more. Wage rates applicable to projects of \$250,000 or more are attached to the specifications.