



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

ADDENDUM NUMBER 1

August 29, 2023

**STATE OF MARYLAND
DEPARTMENT OF GENERAL SERVICES**

Atif T. Chaudhry, Secretary

**DGS PROJECT NO. SM-000-220-001
Historic St. Mary's City Commission, ADA Pathways**

TO ALL PROSPECTIVE BIDDERS: This Addendum is issued to clarify, add to, delete from, correct and/or change the bid documents to the extent indicated and is hereby made a part of the said bid documents of which the contract will be based. Acknowledge receipt of this Addendum by inserting its number and date on the bid form. Failure to acknowledge receipt of this Addendum may subject the offer to disqualification. All questions must be in writing and addressed to the Procurement Officer, Kevin Lambros / Kevin.Lambros@maryland.gov

This Addendum No. 1 includes the following:

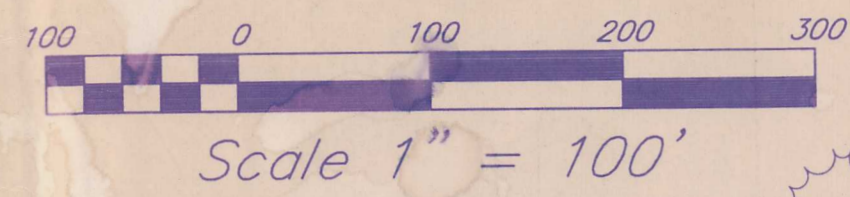
- Pre-Bid Summary
- Pre-Bid Meeting Minutes
- Pre-Bid Sign-In Sheet
- Exhibit 1, Exhibit Path {Marked}
- Exhibit 2, Cut Sheet, Benches

All other terms, conditions and specifications remain unchanged.

END OF ADDENDUM NUMBER 1

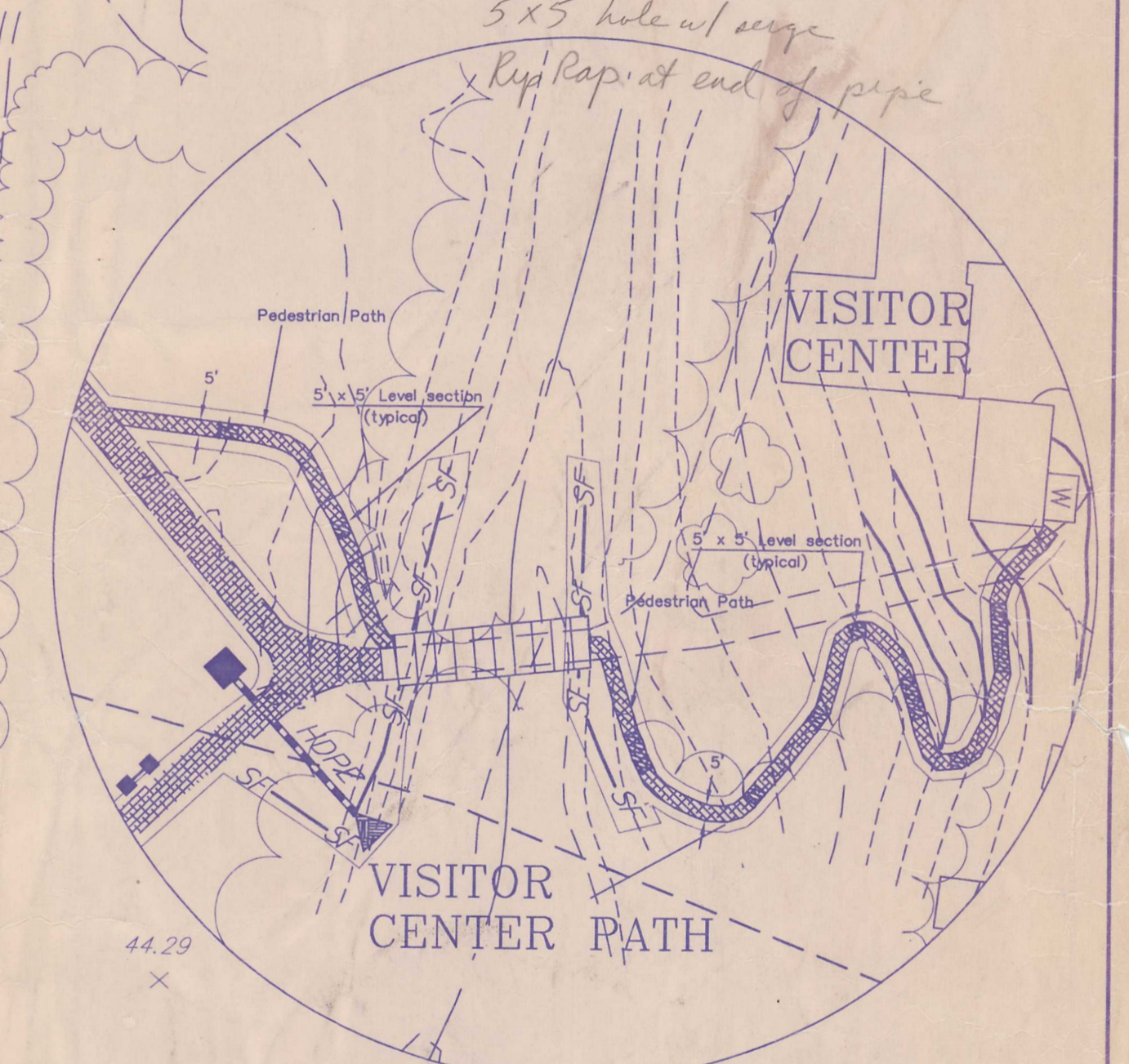
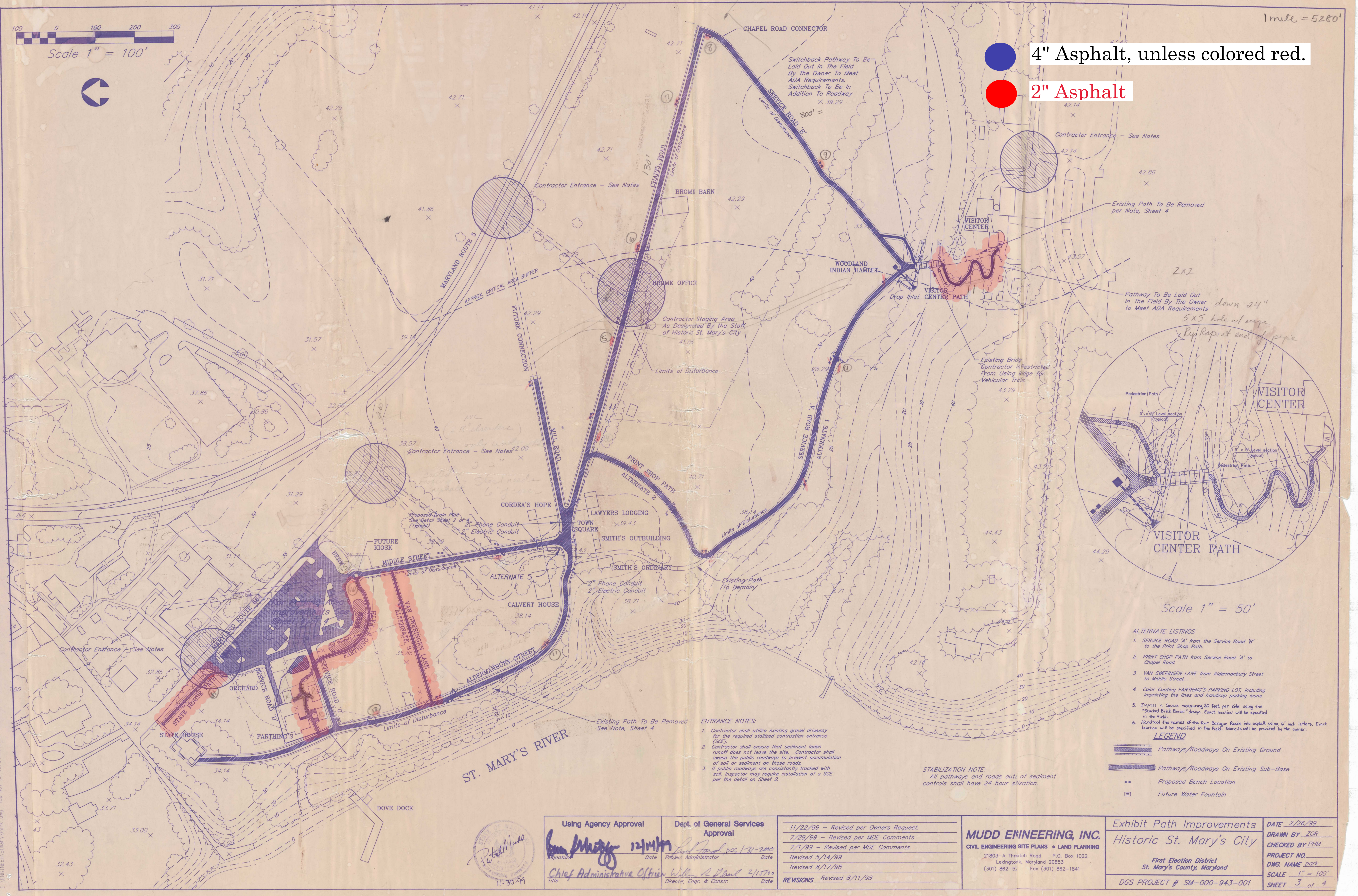
Issued by:
STATE OF MARYLAND
DEPARTMENT OF GENERAL SERVICES
Office of State Procurement
301 West Preston Street, Room 1204
Baltimore, Maryland 21201

Kevin Lambros, Procurement Officer
Kevin.Lambros@maryland.gov



1 mile = 5280'

- 4" Asphalt, unless colored red.
- 2" Asphalt



Scale 1" = 50'

- ALTERNATE LISTINGS**
- SERVICE ROAD 'A' from the Service Road 'B' to the Print Shop Path.
 - PRINT SHOP PATH from Service Road 'A' to Chapel Road.
 - VAN SWERINGEN LANE from Aldermanbury Street to Middle Street.
 - Color Coating FARTHING'S PARKING LOT, including imprinting the lines and handicap parking icons.
 - Impress a square measuring 20 feet per side using the "Stacked Brick Border" design. Exact location will be specified in the field.
 - Hand-draw the names of the four Baroque Roads into asphalt using 6" inch letters. Exact location will be specified in the field. Stencils will be provided by the owner.
- LEGEND**
- Pathways/Roadways On Existing Ground
 - Pathways/Roadways On Existing Sub-Base
 - Proposed Bench Location
 - Future Water Fountain

- ENTRANCE NOTES:**
- Contractor shall utilize existing gravel driveway for the required stabilized construction entrance (SCE).
 - Contractor shall ensure that sediment laden runoff does not leave the site. Contractor shall sweep the public roadways to prevent accumulation of soil or sediment on those roads.
 - If public roadways are consistently tracked with soil, inspector may require installation of a SCE per the detail on Sheet 2.

STABILIZATION NOTE:
All pathways and roads out of sediment controls shall have 24 hour siltation.

Using Agency Approval	Dept. of General Services Approval	11/22/99 - Revised per Owners Request.
<i>Sam Whitty</i> 12/14/99	<i>Paul Hard</i> 05/13/2000	7/29/99 - Revised per MDE Comments
Signature	Date	7/1/99 - Revised per MDE Comments
Chief Administrative Officer	Director, Engr. & Constr.	Revised 5/14/99
11-30-99	2/15/00	Revised 8/17/98
		REVISIONS: Revised 8/11/98

MUDD ENGINEERING, INC.
CIVIL ENGINEERING SITE PLANS • LAND PLANNING
21803-A Throck Road P.O. Box 1022
Lexington, Maryland 20653
(301) 862-52 Fax (301) 862-1841

Exhibit Path Improvements	DATE 2/26/99
Historic St. Mary's City	DRAWN BY ZOR
First Election District	CHECKED BY PHM
St. Mary's County, Maryland	PROJECT NO.
DGS PROJECT # SM-000-943-001	DWG. NAME Park
	SCALE 1" = 100'
	SHEET 3 of 4

I:\ENGINEERING\StMary\Work\049 Tue Nov 30 15:14:40 1999 Benjamin Mewers



PRE-BID MEETING MINUTES

Minority Business Enterprises are Encouraged to Respond to this Solicitation

DATE/TIME: August 24, 2023 at 10:00 a.m.

PROJECT NO.: SM-000-220-001 ADA Pathways

LOCATION: Historic St. Mary’s City
18559 Hogaboom Lane
St. Mary’s City, Maryland 20686

SUBJECT: Pre-Bid Meeting

ATTENDANCE: See attached Sign-In Sheet

PROJECT COST CLASSIFICATION: Solicitation over \$100,000

PROCUREMENT SOURCE SELECTION: Competitive Sealed Bids under COMAR 21.05.02. Contract shall be awarded to the Responsive and Responsible Bidder who submits the Lowest Bid Price.

CALENDAR DAYS TO COMPLETE THE PROJECT: 120 days

LIQUIDATED DAMAGES: \$350.00/day

PROCUREMENT OFFICER: Kevin Lambros / Kevin.Lambros@maryland.gov

DGS PROJECT MANAGER: Cindy Hunt / Cindy.Hunt1@maryland.gov

A/E REPRESENTATIVE: N/A

OVERVIEW: The purpose of this meeting was to provide a basic overview and to answer any questions from potential bidding contractors regarding this project. The following items represent a general overview of the meeting:

- The DGS Project Manager explained the bidding process to include Procurement Officer, Bid Due Date, eMMA Solicitation, Electronic Transaction Fee, Project Number and Name, Bidder’s Questions Deadline, Bond Requirements, Insurance Requirements, and Liquidated Damages. The DGS Project Manager opened discussion on the bidding process to the attendees and all attendees were clear on the procurement process.
- The DGS Project Manager and Joseph Kangas, on behalf of HSMCC, provided a detailed description of the project scope of work. The DGS Project Manager opened discussion on the project scope of work to the attendees and all attendees were clear on the logistics of the project scope of work (with the exception of the following questions):
 1. The approximate measurements contained in the Project Manual and Statement of Work are for reference only. It shall be the contractor’s responsibility to field verify all existing conditions, dimensions, and counts prior to bidding and ordering materials.

2. Exhibit Path {Marked} is attached hereto as Exhibit 1, for reference only, and illustrates the depth of the existing pathways. All new asphalt shall be installed at a consistent depth of 4” regardless of the depth at the time of removal.
 3. Pursuant to Section 504.04.01 of the MDOT SHA Standard Specifications for Construction & Materials (July 2023), a price adjustment will be made to provide additional compensation to the Contractor or a credit to the State for the fluctuation in the cost of the asphalt binder.

<https://roads.maryland.gov/ohd2/2023%20Standard%20Specifications%20for%20Construction%20and%20Materials.pdf>
 4. A cut sheet for the proposed park benches is attached hereto as Exhibit 2 for reference only. Bidders shall carry an allowance as outlined in the Project Specifications.
 5. Lighting is NOT a part of the Scope of Work for this solicitation.
 6. Proposed paths Mill Street, Pavilion Path(s) North & South, and Water Fountain Path are NOT a part of the Scope of Work for this solicitation.
- Together with the DGS Project Manager and Joseph Kangas, the attendees conducted a site walk to enable the contractors to familiarize themselves with the site and the requirements for the project.

BIDDER’S QUESTIONS: The deadline for questions is Friday, September 1, 2023 at 2:00 p.m. All questions must be in writing and addressed to the Procurement Officer, Kevin Lambros Kevin.Lambros@maryland.gov The subject line of your email shall contain the following language: “QUESTIONS, SM-000-220-001 HSMCC, ADA Pathways.”

PRE-BID CONFERENCE SIGN - IN SHEET

Thursday, August 24, 2023 @ 10:00 am

Project No. SM-000-220-001

ADA Pathway @ HSMCC

18559 Hogaboom Lane, St. Mary's City 20686

Please Print Clearly

Please Print Clearly

Name	Organization	MBE (Y/N)	Telephone	E-Mail Address
Cindy Hunt	DGS	NA	410-767-3622	Cindy.Hunt1@maryland.gov
Sue Davis	SEDAVIS	YES	301.580.1449	Sue@sedavisconstruction.com
James Denton	PENN AVE	NO	410 610 6491	" "
Justin Kowalewski	Image Asphalt	NO	443-900-0549	Justin@imageasphalt.com
Austin Davis	W.M. DAVIS	NO	301-475-2755	adavis@wmdavis.com
Joe Kanga	HSMC		301 247 9154	Joseph.Kanga@maryland.gov
CRISTE HAYGATE	D.G.S.		410 867 2114	CRISTE.HAYNIE@MARYLAND.GOV



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

Office of Procurement & Logistics
Pre-Bid Meeting Date: August 24, 2023 at 10:00am
Procurement Officer's Summary

PROJECT NUMBER: SM-000-220-001

PROJECT DESCRIPTION: ADA Pathways

PROCUREMENT SOURCE SELECTION: Competitive Sealed Bids COMAR 21.05.02
(Contract award to Responsive and Responsible Bidder who submits the Lowest Bid Price).

PROJECT COST CLASSIFICATION: "B"

BID DUE DATE: September 8, 2023 / 2:00 pm

CALENDAR DAYS TO COMPLETE THE PROJECT: 120

LIQUIDATED DAMAGES: \$350 per Day

PROCUREMENT OFFICER: Kevin Lambros Kevin.lambros@maryland.gov

DGS PROJECT MANAGER: Cindy Hunt

MINORITY BUSINESS ENTERPRISE:

The MBE subcontracting participation goal for this solicitation is: 0%

VETERAN-OWNED SMALL BUSINESS ENTERPRISE:

The VSBE subcontracting participation goal for this Solicitation is: 0%

eMarylandMarketplaceAdvantage (eMMA): <https://emma.maryland.gov>

This project solicitation is being performed using the State's eMarylandMarketplaceAdvantage (eMMA) on-line electronic bidding program. Bids for this project will be accepted solely through the use of eMMA.

eMMA Electronic Bid Form: For this solicitation, the Pricing contains 1 line items – Base Bid,
Paper bids will not be accepted.

ATTACHMENTS:

ALL forms required to be submitted with the bid must be attached to the eMMA bid response.

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 4 in the Instructions to Bidders for Construction Projects.
- **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.

The apparent low bidder will be required to submit the original bid bond within 72 hours of notification from procurement officer.

ELECTRONIC TRANSACTION FEE:

- a. Contractor shall pay an electronic transaction fee to the State in the amount of one percent (1%) of the total contract sales. The electronic transaction fee is calculated based on all sales transacted under the contract, minus any returns or credits. The electronic transaction fee shall not be charged directly to the customer, e.g., as a separate line item, fee or surcharge, but shall be included in the contractor’s bid.
- b. The electronic transaction fee shall be submitted to the Office of State Procurement: Fiscal Services Division, 301 W. Preston Street, Room 1309 Baltimore, MD, 21201 No later than Forty-five (45) calendar days after the end of each reporting period along with a Monthly Usage Report documenting all contract sales. An excel version of the Monthly Usage Report shall be emailed to dgs.statewidecontractsusagereport@maryland.gov.
- c. Failure to remit transaction fees in a timely manner or remittance of fees inconsistent with the contract’s requirements may result in the State exercising all recourse available under the contract including, but not limited to, a third party analysis of all contract activity. d. Prior to Award, Contractors will be asked to confirm in writing that their unit prices include the one percent (1%) electronic transaction fee.

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.

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.

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

QUESTIONS DEADLINE:

The deadline for Questions has been established as: September 1, 2023 at 2:00 p.m.

All Questions must be submitted, in writing, to the Procurement Officer @ Kevin.Lambros@maryland.gov