



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

Addendum No. 1

STATE OF MARYLAND

DEPARTMENT OF GENERAL SERVICES

Atif Chaudhry, Secretary

PROJECT NO. SM-855-210-001
HSMC State House Accessible Restrooms
Historic St. Mary's City State House

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 on which the construction contract will be based. Acknowledge receipt of the Addendum by inserting its number and date on the Invitation to Bid Form. Failure to acknowledge receipt of this Addendum may subject offer to disqualification. All questions should be addressed to the Procurement Officer.

This Addendum includes:

- Pre-bid meeting sign-in sheet
- Pre-bid meeting minutes

End of Addendum No. 1

Issued by:
State of Maryland
Office of State Procurement
301 W. Preston Street, Room 1204
Baltimore, MD 21201
Michael Cavanaugh
Procurement Officer Name
Procurement Officer

Department of General Services/Office of State Procurement

Pre-Bid Conference Minutes

PROJECT NUMBER: SM-855-210-001 (IQC)

IQC NUMBER: DGS-18-306-IQC

PROJECT DESCRIPTION: HSMC State House Accessible Restrooms at Historic St. Mary's City State House

PROJECT COST CLASSIFICATION: B (\$100,000 - \$500,000)

BID DUE DATE:

Please note the number of calendar days to complete the project shall be **210 days** and the Liquidated Damages shall be **\$350.00 per** calendar day.

THE MBE GOAL FOR THIS PROJECT IS: 10%

The Request for Technical Proposal, General Provisions section and as discussed at the Technical Pre-Bid Meeting, all IQC Task Orders will be sent electronically. All qualified firms are responsible for obtaining the ability to receive large specifications and drawings electronically.

The following forms must be **received** by the Department of General Services prior to the deadline for receipt of bids stated in bidding documents. All documents shall be submitted via email to the Procurement Officer.

Bid Form Bid Bond MBE Attachment D-1A.

NOTE: Failure of a bidder to submit these properly completed forms shall result in the bid being rejected as NON- RESPONSIVE.

After this meeting, please address all questions regarding this project to the Procurement Officer. The Procurement Officer will review all questions. If substantive issues need to be addressed, responses will be made in an addendum to the contract documents. **Bidders' questions must be in writing and be received by DGS Procurement Officer no later than March 14, 2023 at 2:00 PM**

Nothing stated at this Pre-Bid Conference changes the Invitation to Bid, or this solicitation, unless such change is made in writing by the Procurement Officer and issued as an Addendum.

NOTE: For IQC Task Orders the BASE BID DOES NOT INCLUDE UNIT PRICE(S) AND/OR ALTERNATES.

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, Fari Farokhi, read aloud the Procurement Officer's Summary for the project. She then explained the bidding process to include all requirements such as reminding prospective bidders to review the notice to bidder form and comply with all the bidding requirements. Contract Affidavit and Certificate of Insurance should be submitted with the bid documents.

Robert Asbury, with Noelker and Hull Associates, project engineer discussed the project requirements listed in The Using agency representative (Joe Kangas) was asked to discuss the facilities requirements. All items were opened for discussion with the attendees, and all were clear on the procurement process, scope of work, and facility regulations and requirements.

The following items were discussed:

1. Basis of design railing system is Azek "Timbertech" "Drink Rail" with horizontal composite infill slats as detailed.
2. The existing building shall be assumed to contain lead paint. Contractors shall take appropriate precautions during demolition to assure regulatory compliance.
3. The existing building is not known to contain asbestos materials. Should such materials be encountered during demolition, contractors shall stop work and notify HSMC and DGS for further direction.
4. Ruth Mitchell of HSMC shall be notified prior to demolition to allow her to document the existing building as it is demolished.
5. It is emphasized that Historic Saint Mary's City is an archeological site, and that all activities shall be coordinated with HSMC archeological staff. The existing excavated, disturbed area around the existing toilets does not require archeological supervision, but any activity outside that area, including pathways and planting, shall be coordinated with archeological staff to ensure that historic resources are protected.
6. The access road shall be kept clear for normal use. With prior notice, the road may be blocked for deliveries and equipment Saturday through Monday prior to July 4, and Saturday through Tuesday after July 4.
7. A limited staging area is available at the bottom of the access road at the turn to the Maryland Dove dock. Staging activities shall be confined to that area.

8. Project Manager strongly encourages bidder to visit the site and examine the facility, familiarize himself/herself fully, with the facility and the contents of these specifications. Failure to do so does not relieve the successful bidder from his/her obligations to comply with all aspects of the Contract and/or the Invitation to Bid. Failure to visit the project site prior to bid submission will not relieve the successful contractor from full compliance with all requirements to complete the project in accordance with these.

End of the pre-bid meeting minutes.