

## CONTRACT SUMMARY

Item	Description																																																																																																																
MAA Contract Number	MAA-MC-22-007																																																																																																																
Contract Title	Airside Snow Removal Services at Baltimore/Washington International Thurgood Marshall and Martin State Airports																																																																																																																
Small Business Preference	YES ( ) – NO (X)																																																																																																																
MBE Participation Goal	22%																																																																																																																
Applicable General Conditions	All Except GC-1.51																																																																																																																
Applicable Special Provisions:	All Except SP-1.01, SP-1.02 and SP-1.07																																																																																																																
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td style="width: 10%;">SP-1.01</td> <td style="width: 5%; text-align: center;">X</td> <td style="width: 10%;">SP-1.09</td> <td style="width: 5%; text-align: center;">X</td> <td style="width: 10%;">SP-1.17</td> <td style="width: 5%; text-align: center;">X</td> <td style="width: 10%;">SP-1.25</td> <td style="width: 5%; text-align: center;">X</td> <td style="width: 10%;">SP-1.33</td> <td style="width: 5%; text-align: center;">X</td> <td style="width: 10%;">SP-1.41</td> <td style="width: 5%; text-align: center;">X</td> <td style="width: 10%;">SP-1.49</td> </tr> <tr> <td></td> <td>SP-1.02</td> <td style="text-align: center;">X</td> <td>SP-1.10</td> <td style="text-align: center;">X</td> <td>SP-1.18</td> <td style="text-align: center;">X</td> <td>SP-1.26</td> <td style="text-align: center;">X</td> <td>SP-1.34</td> <td style="text-align: center;">X</td> <td>SP-1.42</td> <td style="text-align: center;">X</td> <td>SP-1.50</td> </tr> <tr> <td style="text-align: center;">X</td> <td>SP-1.03</td> <td style="text-align: center;">X</td> <td>SP-1.11</td> <td style="text-align: center;">X</td> <td>SP-1.19</td> <td style="text-align: center;">X</td> <td>SP-1.27</td> <td style="text-align: center;">X</td> <td>SP-1.35</td> <td style="text-align: center;">X</td> <td>SP-1.43</td> <td style="text-align: center;">X</td> <td>SP-1.51</td> </tr> <tr> <td style="text-align: center;">X</td> <td>SP-1.04</td> <td style="text-align: center;">X</td> <td>SP-1.12</td> <td style="text-align: center;">X</td> <td>SP-1.20</td> <td style="text-align: center;">X</td> <td>SP-1.28</td> <td style="text-align: center;">X</td> <td>SP-1.36</td> <td style="text-align: center;">X</td> <td>SP-1.44</td> <td style="text-align: center;">X</td> <td>SP-1.52</td> </tr> <tr> <td style="text-align: center;">X</td> <td>SP-1.05</td> <td style="text-align: center;">X</td> <td>SP-1.13</td> <td style="text-align: center;">X</td> <td>SP-1.21</td> <td style="text-align: center;">X</td> <td>SP-1.29</td> <td style="text-align: center;">X</td> <td>SP-1.37</td> <td style="text-align: center;">X</td> <td>SP-1.45</td> <td style="text-align: center;">X</td> <td>SP-1.53</td> </tr> <tr> <td style="text-align: center;">X</td> <td>SP-1.06</td> <td style="text-align: center;">X</td> <td>SP-1.14</td> <td style="text-align: center;">X</td> <td>SP-1.22</td> <td style="text-align: center;">X</td> <td>SP-1.30</td> <td style="text-align: center;">X</td> <td>SP-1.38</td> <td style="text-align: center;">X</td> <td>SP-1.46</td> <td style="text-align: center;">X</td> <td>SP-1.54</td> </tr> <tr> <td></td> <td>SP-1.07</td> <td style="text-align: center;">X</td> <td>SP-1.15</td> <td style="text-align: center;">X</td> <td>SP-1.23</td> <td style="text-align: center;">X</td> <td>SP-1.31</td> <td style="text-align: center;">X</td> <td>SP-1.39</td> <td style="text-align: center;">X</td> <td>SP-1.47</td> <td style="text-align: center;">X</td> <td>SP-1.55</td> </tr> <tr> <td style="text-align: center;">X</td> <td>SP-1.08</td> <td style="text-align: center;">X</td> <td>SP-1.16</td> <td style="text-align: center;">X</td> <td>SP-1.24</td> <td style="text-align: center;">X</td> <td>SP-1.32</td> <td style="text-align: center;">X</td> <td>SP-1.40</td> <td style="text-align: center;">X</td> <td>SP-1.48</td> <td style="text-align: center;">X</td> <td>SP-1.56</td> </tr> </table>		SP-1.01	X	SP-1.09	X	SP-1.17	X	SP-1.25	X	SP-1.33	X	SP-1.41	X	SP-1.49		SP-1.02	X	SP-1.10	X	SP-1.18	X	SP-1.26	X	SP-1.34	X	SP-1.42	X	SP-1.50	X	SP-1.03	X	SP-1.11	X	SP-1.19	X	SP-1.27	X	SP-1.35	X	SP-1.43	X	SP-1.51	X	SP-1.04	X	SP-1.12	X	SP-1.20	X	SP-1.28	X	SP-1.36	X	SP-1.44	X	SP-1.52	X	SP-1.05	X	SP-1.13	X	SP-1.21	X	SP-1.29	X	SP-1.37	X	SP-1.45	X	SP-1.53	X	SP-1.06	X	SP-1.14	X	SP-1.22	X	SP-1.30	X	SP-1.38	X	SP-1.46	X	SP-1.54		SP-1.07	X	SP-1.15	X	SP-1.23	X	SP-1.31	X	SP-1.39	X	SP-1.47	X	SP-1.55	X	SP-1.08	X	SP-1.16	X	SP-1.24	X	SP-1.32	X	SP-1.40	X	SP-1.48	X	SP-1.56
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Applicable Technical Provisions	TP-1.01 through TP-2.05																																																																																																																
Wage Rates Required	YES (X) - NO ( )																																																																																																																
Project Location	BWI Airport (X) - MTN Airport (X)																																																																																																																
Bid Bond Required	YES (X) - NO ( )																																																																																																																
Performance Bond Required	YES (X) - NO ( )																																																																																																																
Payment Bond Required	YES (X) - NO ( )																																																																																																																
Contract Duration	5 Years with one (1) two-year renewal at the option of the administration.																																																																																																																
MBE Liquidated Damages	YES (X) - NO ( )																																																																																																																
Pre-Bid Meeting Date/Time	March 25, 2021 at 10:00 AM via Microsoft Teams <a href="#">Join Microsoft Team Meeting</a> / (667) 262-2962 Conference ID: 939466347#.																																																																																																																
Question Due Date Must be submitted in writing via email <a href="mailto:jshittu@bwiairport.com">jshittu@bwiairport.com</a>	April 1, 2021 at 10:00 AM																																																																																																																
Bid/Proposal Due Date/Time	April 22, 2021 at 2:00:00 PM Office of Procurement & Materials Management 7005 Aviation Blvd. Glen Burnie, Maryland 21061																																																																																																																
Bid/Proposal Opening Date/Time	April 22, 2021 at 3:00:00 PM via Microsoft Teams <a href="#">Join Microsoft Team Meeting</a> / (667) 262-2962 Conference ID: 799666370#																																																																																																																

INVITATION FOR BIDS

**CONTRACT NO. MAA-MC-22-007  
AIRSIDE SNOW REMOVAL SERVICES AT  
BALTIMORE/WASHINGTON INTERNATIONAL THURGOOD MARSHALL  
AND MARTIN STATE AIRPORTS**

Sealed Bids for the Maryland Department of Transportation (MDOT)/Maryland Aviation Administration (MAA) and titled **Airside Snow Removal Services at Baltimore/Washington International Thurgood Marshall and Martin State Airports** as found in **Contract No. MAA-MC-22-007** shall be submitted to the MDOT MAA's Purchasing and Materials Management Section, 7005 Aviation Blvd, Glen Burnie, Maryland 21061, until **2:00:00 p.m.**, local time, **April 22, 2021**, and at **3:00:00 p.m.** on this date they shall be publicly opened and read aloud via **Microsoft Teams**. **Please use the following link to access the meeting or phone number to dial in: [Join Microsoft Team Meeting](#) / Conference Phone Number: (667) 262-2962 Conference ID: 799666370#.** **Positively no bids shall be received after 2:00:00 p.m.**

NOTICE TO BIDDERS: Use of UPS, U.S. Mail or other delivery services may delay delivery. Bids shall be addressed to MDOT MAA, Attention: **Jatavia Shittu**, 7005 Aviation Blvd, Glen Burnie, MD 21061. Late bids, late requests for modifications or late requests for withdrawal will not be considered. Hand Delivery is recommended. MDOT MAA is not responsible for bids received late and shall not accept any bids that are late if sent by U.S. Postal Service or delivered by commercial delivery.

The work to be performed under this contract consist of providing all inspection services, skilled technicians, personnel, supervision, supplies, tools, equipment, licenses, insurance, and expertise required to perform snow removal services on the Baltimore/Washington International Thurgood Marshall (BWI Thurgood Marshall) Air Operations Area (AOA) in order to provide a comprehensive snow management program for the Maryland Department of Transportation Maryland Aviation Administration, hereinafter referred to as Administration, at the BWI Thurgood Marshall and Martin State (MTN) Airports in accordance with these specifications.

The award of this contract shall be made to the responsible bidder that submits the lowest responsive bid meeting the specifications.

NOTICE TO BIDDERS: Each Bidder, before submitting a bid shall become fully informed as to the extent and character of the work required. No consideration shall be granted for any alleged misunderstanding of the material to be furnished or work to be done. The submission of a bid is an agreement with all of the items and conditions referred to herein.

A Pre-Bid Meeting shall be held via **Microsoft Teams** at **10:00:00 a.m.** on **March 25, 2021** for interested Bidders. Please complete the Pre-Bid RSVP to notify the MDOT MAA of your intent to attend. This meeting will occur via Microsoft Teams. Please use the following link to access the meeting or phone number to dial in: **[Join Microsoft Team Meeting](#) / Conference Phone Number: (667) 262-2962; Conference ID: 939466347#.**

Each Bid (Section P), if in the amount of \$100,000 or more, must be accompanied by a Bid Bond (Section L) in the amount of **five percent (5%)** of the total contract price. **If a Bidder fails to submit these documents, the MDOT MAA shall deem the bid non-responsive.** The Bid/Proposal Affidavit (Section M) shall also be submitted with each bid.

A Performance Bond (Section B) in the amount of **one hundred percent (100%)** of the contract price shall be required of the successful Bidder. A Payment Bond (Section C) in the amount of **one hundred percent (100%)** of the total contract price shall be required of the successful Bidder. Assistance in obtaining Bid, Performance, Payment bonds may be available to qualifying businesses through the Maryland Small Business Development Financing Authority (MSBDF). See SP-1.06 for more details. A Hiring Agreement shall also be required of the successful Bidder. See Volume II Section F Hiring Agreement.

The Performance and Payment Bonds may be annualized. See SP 1.04 and SP-1.05 for details.

**NOTICE TO BIDDERS:** In accordance with Code of Maryland Regulations (COMAR) 21.05.02.16, to receive a contract award, a Bidder must be registered on **eMaryland Marketplace Advantage** as a vendor. To register on eMaryland Marketplace Advantage, go to the Office of State Procurement Website at <https://procurement.maryland.gov>.

The MDOT MAA hereby notifies all Bidders that in regard to any contract entered into pursuant to this advertisement, certified MDOT Minority Business Enterprise (MBE) firms shall be afforded full opportunity to submit bids in response to this notice and shall not be subjected to discrimination on the basis of race, color, sex, or national origin in consideration for an award. MBE firms are encouraged to respond to this solicitation notice.

An MBE subcontract participation goal of **twenty-two percent (22%) of the total contract dollar amount of the Contractor's Bid** has been established for this procurement. By submitting a response to this solicitation, the Bidder agrees that this dollar amount of the contract will be performed by certified MBE firms as specified. A prime contractor, including an MBE prime contractor, must accomplish an amount of work not less than the MBE subcontract goals with certified MBE subcontractors. A prime contractor comprising a joint venture that includes MBE partner(s) must accomplish the MBE subcontract goal with certified MBE subcontractors.

**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 reflects the dual certification status. You can access the MBE/DBE Directory at <http://mbe.mdot.state.md.us>. Firms with dual certification are listed as follows:

Example:

ABC Corporation, Inc.  
123 Corporate Circle  
Hanover, MD 21076

**Female/African American**  
00-000

There is **no Veteran-Owned Small Business Enterprise (VSBE) subcontract participation goal** for this project.

**NOTICE TO BIDDERS:** The MDOT MAA has determined under the Maryland Living Wage Law (SP-1.56), the contract resulting from this solicitation has been deemed to be a **Tier 1** contract.

**NOTICE TO BIDDERS:** If any prospective Bidders are physically impaired and are planning to attend the Pre-Bid/Site Inspection or Bid Opening Meetings, please call ahead to 443-534-2722 (Office of Procurement), 410-859-7111 (MDOT MAA Communications Center), or 410-859-7227 (TDD) to advise of any reasonable accommodations required.

By submitting a response to this solicitation, a vendor shall be deemed to represent that it is not in arrears in the payment of any obligation due and owing the State of Maryland. This includes the payment of taxes and employee benefits, and that it shall not become so in arrears during the term of the contract if selected for contract award.

By submitting a response to this solicitation, the Bidder agrees to accept payments by electronic funds transfer unless the State Comptroller's Office grants an exemption. The selected Bidder shall register with the EFT Registration, General Accounting Division form using the COT/GAD X10 Vendor Electronic Funds (EFT) Registration Request Form, available at <http://compnet.comp.state.md.us/gad/pdf/GADX-10.pdf>. Any request for exemption must be submitted to the State Comptroller's Office for approval at the address specified on the COT/GAD X-10 form and must include the reason for exemption.

Questions regarding the Electronic Funds Transfer should be referred to the Office of the Comptroller, General Accounting Division, 80 Calvert Street, Room 200, Annapolis, Maryland 21401, (410) 260-7820 or [mmcmahon@comp.state.md.us](mailto:mmcmahon@comp.state.md.us).

The MDOT MAA reserves the right to reject any and all bids and/or waive technical defects if, in its judgment, the interest of the Administration may so require.

If there are any questions regarding this contract, please contact:

Jatavia Shittu  
Procurement Officer  
Office of Procurement and Materials Management  
Maryland Department of Transportation  
Maryland Aviation Administration  
Ph: 410-859-7004  
[jshittu@bwiairport.com](mailto:jshittu@bwiairport.com)