

## GI-1.01 Contract Summary

ITEM	DESCRIPTION
Contract Title	<b>DX-DY HVAC Upgrades</b>
MAA Contract Number	MAA-CO-21-001
AIP Contract Number	N/A
Applicable Standard Provisions	<a href="https://www.airportal.maa.maryland.gov">https://www.airportal.maa.maryland.gov</a>
MBE Participation Goal	<b>16%</b> Total MBE Participation With No Sub-Goals Required
Veteran-Owned Participation Goal	N/A
Contractor Self-Performance Goal	40 %
Contract Classification	Class H
Wage Rates Required*	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Project Location	BWI Marshall <input checked="" type="checkbox"/> Martin State <input type="checkbox"/>
DHR Hiring Agreement Applicable	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
Refundable Deposit for SSI Projects	N/A
Contract Drawings and Technical Provisions	<a href="https://emma.maryland.gov/">https://emma.maryland.gov/</a>
Contract Duration	550 Calendar Days
Liquidated Damages	\$1,500 per Calendar Day
Pre-Bid Conference	<b>June 4, 2020 at 10:00:00 AM</b> Via Web Conference
Site Inspection	<b>June 4, 2020 at 1:00 PM (See GI-1.02 for Instructions )</b>
Questions Due	<b>June 10, 2020 at 10:00:00 AM</b>
Bids Due	<b>June 24, 2020 at 02:00:00 PM</b> MAA Purchasing and Materials Management Section 7005 Aviation Blvd Glen Burnie, Maryland 21061
Bid Opening	<b>June 24, 2020 at 03:00:00 PM</b> via Web Conference

Wage Rates are required for bids in excess of \$500,000)

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## **GI-1.02 Notice to Contractors**

The *Standard Provisions for Construction Contracts (Volume I: General Provisions and Volume 2: Special Provisions)* and the *Technical Provisions* are intended to describe and establish all requirements and standards for this construction Contract and shall be binding upon the parties signatory to the Contract. By submitting a bid for this Contract, the Contractor agrees to adhere to the requirements of all of these Provisions.

Sealed bids for the State of Maryland (State), Maryland Department of Transportation (MDOT), Maryland Aviation Administration (MAA) project entitled:

**DX-DY HVAC Upgrades  
at Baltimore/Washington International Thurgood Marshall Airport**

Construction Contract No. **MAA-CO-21-001**

will be received at the MAA Purchasing and Materials Management Section  
7005 Aviation Blvd., Glen Burnie, Maryland 21061

**June 24, 2020 at 02:00:00 PM Local Time**

All bids submitted on or before the date and time indicated above will be publicly opened and read aloud at:

**June 24, 2020 at 03:00:00 PM Local Time**

**via Web Conference. Contractors interested in attending the Bid Opening Web Conference must email [kdavis1@bwairport.com](mailto:kdavis1@bwairport.com) no later than June 24, 2020 at 10:00:00 AM to be registered to join the meeting.**

Use of U.S. Mail or other delivery services may delay delivery. **Hand or Commercial Delivery is recommended, and shall be delivered to:**

**Maryland Department of Transportation Maryland Aviation Administration  
Purchasing and Materials Management Section  
7005 Aviation Blvd.  
Glen Burnie, Maryland 21061  
Attn: Karen Davis**

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Bids sent by U.S. Postal Service shall be sent to:

**Maryland Department of Transportation Maryland Aviation Administration  
Purchasing and Materials Management Section  
7005 Aviation Blvd.  
Glen Burnie, MD 21061  
Attn: Karen Davis**

**Positively no bids will be received after June 24, 2020 at 02:00:00 PM Local Time. Late bids, late requests for modifications, or late requests for withdrawal, will not be considered. MDOT MAA is not responsible for bids received late and will not receive any bids that are late.**

**In accordance with Code of Maryland Regulations (COMAR) 21.05.02.16, to receive a contract award, a vendor/offeror must be registered on eMaryland Marketplace Advantage (eMMA) as a vendor. To register on eMMA, go to the Department of General Services website at <https://emma.maryland.gov/>.**

The work under this contract includes, but is not limited to, the systemic renovation of Concourses DX-DY including HVAC, electrical, lighting, ceilings and miscellaneous activities to support these renovations. See paragraph GI-1.04 for additional description.

This project has been advertised via eMaryland Marketplace Advantage. Volume I Technical Provisions and Volume II Bid Documents are available for download via eMaryland Marketplace Advantage: <https://emma.maryland.gov/>. Contract drawings are on a disk and available for pick up at the MDOT MAA. You must contact [kdavis1@bwiairport.com](mailto:kdavis1@bwiairport.com) ASAP to schedule your pickup. If you prefer your contract drawings mailed, please contact [kdavis1@bwiairport.com](mailto:kdavis1@bwiairport.com). Your company's UPS or Fed-Ex account number will be required for mailing. All bids must be submitted on the bid documents provided in Volume II.

A Pre-Bid Web Conference will be held on:

**June 4, 2020 at 10:00:00 AM Local Time**

Contractors wishing to attend the Web Conference must email [kdavis1@bwiairport.com](mailto:kdavis1@bwiairport.com) no later than June 3, 2020 at 4:00:00 PM to be registered to join the meeting.

A Site Inspection will take place on **June 4, 2020 at 1:00:00 PM**. The Site Inspection will be limited to one individual per firm.

Contractors interested in attending the Site Inspection must email a list of the following information to Karen Davis – [kdavis1@bwiairport.com](mailto:kdavis1@bwiairport.com) no later than **June 2, 2020 at 2:00:00 PM**.

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Company Name  
Attendee's Full Name (as shown on Driver's License)  
Gender  
Date of Birth  
Phone Number

**Please Note: Only attendees with prior approval from MAA will be allowed to attend the Site Inspection. This scheduled Site Inspection will be the only time to inspect the site. Please bring valid identification, either a driver's license or passport.**

Attendance at the Pre-Bid Conference and the Site Inspection is not mandatory, but all interested bidders are encouraged to attend in order to facilitate better preparation of their bids. Attendance may also increase the bidder's understanding of, and ability to meet the State's Minority Business Enterprise (MBE) subcontractor participation goals.

A State Equal Opportunity Officer will be available to discuss the Minority Business Enterprise program.

Appropriate auxiliary aids and service for qualified individuals with disabilities will be provided upon request. Please call the Office of Procurement at least five business days in advance of the meeting at 410-859-7081 or via MD Relay by dialing 7-1-1 or 1-800-201-7165 to advise of any reasonable accommodations required.

The Bid, if over \$100,000.00, must be accompanied by a Bid Guaranty in the amount of five percent (5%) of the Bid Price in the name of the "State of Maryland".

The Bid/Proposal Affidavit shall accompany the bid.

Performance and Payment Bonds in the amount of the Contract Price will be required of the successful Bidders.

Assistance in obtaining Bid, Performance and Payment Bonds may be available to qualifying small businesses through the Maryland Small Business Development Financing Authority (MSBDF). Questions regarding the bonding assistance program should be referred to: MSBDF, 826 East Baltimore Street, Baltimore MD 21202, (410) 333-4270 (phone) (410) 333-6931 (fax).

### **Minority Business Enterprise (MBE) Requirements**

Bidders shall carefully review all instructions related to MBE requirements under GI-1.06. The Certified MBE Utilization and Fair Solicitation Affidavit and the MBE Participation Schedule must also accompany the bid. **Be advised that the documents must be completed in their entirety with accurate information. If a bidder fails to submit these documents, the MAA will deem the bid as non-responsive.**

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Bidders are hereby notified that in regard to any contract entered into pursuant to this advertisement, MBE firms will be afforded full opportunity to submit bids in response to this notice and will not be subjected to discrimination on the basis of race, color, sex, creed, or national origin. MBE firms are encouraged to respond to this solicitation notice.

It is the goal of the Maryland Department of Transportation (MDOT) that MBE firms participate in all contracts, and the Contractor is encouraged to utilize MBE subcontractors when there is opportunity to do so. Based on the total contract dollar amount, the MAA has established a minimum overall goal and subgoals as follows:

Overall MBE Contract Goal	Sixteen percent	16%
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**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 will reflect the dual certification status. You can access the MBE/DBE Directory at <http://mbe.mdot.state.md.us>. Firms with dual certification will now be listed as follows:

Example:

ABC Corporation, Inc.  
123 Corporate Circle  
Hanover, MD 21076  
**Female/African American**  
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By submitting a response to this solicitation, the Bidder agrees that this amount of the contract be performed by one or more MBE firms **(including the classifications of MBE specified)**. A Prime contractor, including an MBE prime contractor, must accomplish the MBE subcontract goals with certified MBE subcontractors. A prime contractor comprising a joint venture that includes MBE/DBE partner(s) must accomplish the MBE subcontract goal with certified MBE/DBE subcontractors.

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As an option for meeting the MBE/DBE participation goal set out for this procurement in part or in total, the Maryland Aviation Administration strongly encourages joint venture partnerships between the prime and MBEs/DBEs.

In accordance with COMAR 21.11.03.10(E), all contracts containing Minority Business Enterprise Program Goals must include the Liquidated Damages Provision as found in Special Provisions Section MBE-4.04.

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

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 Office of the Comptroller, General Accounting Division, 80 Calvert Street, Room 200, Annapolis, Maryland 21401, (410) 260-7375 or [mmcmahon@comp.state.md.us](mailto:mmcmahon@comp.state.md.us).

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, including 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 the contract award.

The Maryland Aviation Administration reserves the right to reject any and all bids if in its judgment the interest of the Administration may so require.

If there should be any questions regarding this contract, please contact:

Kareen Davis, CPPB, ACE  
Deputy Director  
Office of Procurement and Materials Management  
Maryland Aviation Administration  
Maryland Department of Transportation  
410-859-7792