
CITY OF BALTIMORE

BRANDON M. SCOTT,
Mayor



DEPARTMENT OF RECREATION AND
PARKS

CAPITAL DEVELOPMENT AND PLANNING
2600 Madison Avenue
Baltimore, Maryland 21217

MARY E. RODMAN RECREATION CENTER RENOVATION

CONTRACT NO. 20814

ADDENDUM NO. 2

September 28, 2021

For:

1. SPECIFICATIONS
2. CONTRACTOR QUESTION(S) AND ANSWER(S)
3. BIDS DUE DATE EXTENSION TO NOVEMBER 10, 2021

FOR THE MAYOR AND CITY COUNCIL OF BALTIMORE

TO BIDDERS: THIS ADDENDUM IS HEREBY MADE A PART OF THE CONTRACT DOCUMENTS ON WHICH THE CONTRACT WILL BE BASED, AND IS ISSUED TO MODIFY, EXPLAIN AND/OR CORRECT THE ORIGINAL DRAWINGS AND SPECIFICATIONS. **PLEASE ATTACH THIS ADDENDUM TO YOUR CONTRACT DOCUMENTS AND ACKNOWLEDGE IT ON THE BID OR PROPOSAL PAGE WHERE INDICATED.**

PLEASE CHANGE BIDS DUE DATE FROM 10/06/2021 TO 11/10/2021

APPROVED:

Valerie McGuire for AB

**Adam Boarman, RLA
CHIEF OF CAPITAL DEVELOPMENT
DEPARTMENT OF RECREATION AND PARKS**

Reginald Moore

**Reginald Moore
DIRECTOR OF RECREATION AND PARKS**

A. CHANGES TO THE SPECIFICATIONS:

ITEM NO.	SECTION NO.	DESCRIPTION OF CHANGES
1.1	TABLE OF CONTENTS	DELETE pages XIII and XVIR and Replace with page XIIIIR and XVIRR
1.2	INSTRUCTIONS TO BIDDERS	DELETE page 4R Replace with page 4RR
1.3	01 23 00 ALTERNATES	DELETE page 34R Replace with page 34RR
1.4	BID OR PROPOSAL	DELETE page 569R Replace with page 569RR DELETE page 571E Replace with page 571ER
1.5	MBE AND WBE PARTICIPATION COMMITMENT FORMS	DELETE page 580R Replace with page 580RR
1.6	MBE/WBE PARTICIPATION WAIVER REQUEST FORM	DELETE page 588R Replace with page 588RR
1.7	THE BALTIMORE APPRENTICE TRAINEE PROGRAM (BATP) BID FORM	DELETE page 590R Replace with page 590RR
1.8	EMPLOY BALTIMORE CERTIFICATION STATEMENT	DELETE page 603R Replace with page 603RR

TABLE OF CONTENTS

NOTICE TO BIDDERS I

EXECUTIVE ORDER BALTIMORE CITY EMPLOY BALTIMORE..... II-III

EXECUTIVE ORDER BALTIMORE CITY YOUTH WORKS.....IV

RESOLUTION OF THE BOARD OF ESTIMATES OF THE CITY OF BALTIMORE.....V-VI

RESOLUTION OF THE BOARD OF ESTIMATES APPRENTICESHIP TRAINING PROGRAMS..... VII

RESOLUTION OF THE BOARD OF ESTIMATES THE REGULATION OF MEETINGS
AND PROTESTS... VIII-IX

RESOLUTION OF THE BOARD OF ESTIMATES OF BALTIMORE CITY FOR A HUBZONE NEIGHBORHOOD
PREFERENCE IN SOLICITATIONS X-XI

PRE-BID MEETING..... XII

TABLE OF CONTENTS.XIII-XVI

I. NOTICE OF LETTING1-2

II.SPECIAL PROVISIONS..... 3

A.INSTRUCTIONS TO BIDDERS.....4RR-6

B. SPECIAL CONDITIONS. 7-27

C. CONSTRUCTION DETAILS AND MATERIALS.....28

DIVISION 01 GENERAL REQUIREMENTS

01 10 00 SUMMARY.....28-30

01 22 00 UNIT PRICES.....31-32

01 23 00 ALTERNATES.....33-34RR

01 25 00 SUBSTITUTION PROCECURES.....35-37

01 26 00 CONTRACT MODIFICATION PROCEDURES.....38-39

01 29 00 PAYMENT PROCEDURES.....40-43

01 31 00 PROJECT MANAGEMENT AND COORDINATION.....44-49

01 32 00 CONSTRUCTION PROGRESS DOCUMENTATION.....50-52

01 33 00 SUBMITTAL PROCEDURES.....53-61

01 40 00 QUALITY REQUIREMENTS.....62-71

01 50 00 TEMPORARY FACILITIES AND CONTROLS.....72-77

01 60 00 PRODUCT REQUIREMENTS.....78-81

01 73 00 EXECUTION.....82-88

01 74 19 CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL.....89-95

01 77 00 CLOSEOUT PROCEDURES.....96-101

01 78 23 OPERATION AND MAINTENANCE DATA.....102-108

01 78 39 PROJECT RECORD DOCUMENTS.....109-112

26 09 23 LIGHTING CONTROL DEVICES.....539-547
26 27 26 WIRING DEVICES.....548-554
26 28 16 ENCLOSED SWITCHES AND CIRCUIT BREAKERS.....555-557
26 51 19 LED INTERIOR LIGHTING.....558-560
26 51 20 LED EXTERIOR LIGHTING.....561-566

DIVISION 31 – EARTHWORK.....Not Used
DIVISION 32 – EXTERIOR IMPROVEMENTS.....Not Used
DIVISION 33 – UTILITIES.....Not Used

A. EXTRA WORK CERTIFICATION.....567
B. SUBCONTRACTOR’S ACKNOWLEDGEMENT OF PROGRESS PAYMENTS.....568

III.BID OR PROPOSAL..... 569RR-572
A. BID/PROPOSAL AFFIDAVIT.....573-577
B. EXHIBIT 1.....578
C. MINORITY AND WOMEN’S BUSINESS OPPORTUNITY REQUIREMENTS
AND FORMS579-589
D. THE BALTIMORE APPRENTICE TRAINEE PROGRAM.....590RR-600
E. BALTIMORE CITY’S YOUTHWORKS..... 601
F. BALTIMORE CITY EMPLOY BALTIMORE 602-608
G. BID BOND..... 609-610

IV. AGREEMENT..... 611-612

V. BONDS
A. PERFORMANCE BOND.....613-615
B. PAYMENT BOND 616-618

A. INSTRUCTIONS TO BIDDERS

00 21 13.01 PURCHASE OF THE STANDARD SPECIFICATIONS AND BOOK OF STANDARDS

The Standard Specifications, at a charge of \$35.00 per copy and the Book of Standards at a charge of \$50.00 per copy, may be obtained at:

Department of Transportation, Right of Way
Division 401 East Fayette Street, 1st Floor
Baltimore, Maryland 21202

between the hours of 9:00 A.M. to 4:00 P.M., except Saturday, Sunday and holidays. Check shall be made payable to the Director of Finance.

SCOPE OF WORK

- A. The "Work" to be completed under this contract shall consist of the Renovation of the existing City Park on Baltimore City Department of Recreation and Parks properties known as:
 - 1. Mary E. Rodman Recreation Center Renovation
3600 W. Mulberry St
Baltimore, Maryland 21229
- B. The Work defined by the Construction Drawings and these Specifications shall include, but not be limited to:
- C.
 - 1. Interior Renovations.
 - 2. Roof finish and skylight replacement.
 - 3. Interior mechanical, plumbing, and electrical renovations.
 - 4. Add Alt. #1: New Exterior Vestibule and Doors.
 - 5. Add Alt. #2: TPO Roof replacement.
 - 6. Add Alt. #3: Exterior Window replacement including glazing, framing and security grills.
 - 7. Add Alt. #4: Replacement of Concrete sidewalk. Removal of existing concrete sidewalk and pouring new 4" thick concrete sidewalk with gravel bed.
 - 8. Add Alt. #5: Exterior Masonry Repointing. Repointing of existing masonry with new mortar to match existing in color and composition.

00 21 13.02 LOCATION(S) OF WORK

Work under this Contract will be restricted to the location(s) listed herein. There shall be no deviation from the location either by additions, subtractions or alterations by the Contractor or his representative without written permission of the Engineer.

00 21 13.04 CONTRACT BOOK

The successful Bidder, upon execution of the Agreement and Bonds, will receive up to five (5) copies of the Contract Book – no charge.

BALTIMORE APPRENTICESHIP TRAINEE FORMS (BATP)

Also included in this contract is a Baltimore Apprenticeship Trainee Program package (BATP documents). The duplicate BATP forms must be completed and submitted **with your bid proposal**. Completed BATP forms are only required for bids of \$1,000,000.00 or more. Failure to submit the information at the time requested will be cause to have your bid **rejected**.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 ADD ALTERNATES AND UNIT PRICES

- A. Alternate 1: All work associated with Vestibule 100 (structural work, exterior storefront systems, MEP work, roofing, flooring, finishes, etc.). Replacement of Door 100-2 shall be in the base bid.
- B. Alternate 2: All work associated with the TPO roof replacement, including removing existing roofing and insulation down to the existing deck, and all new rigid insulation, TPO roofing, and flashing, and metal coping.
- C. Alternate 3: All work associated with the removal and replacement of all the exterior windows, including the glazing, framing and the security grills.
- D. Alternate 4: Replacement of Concrete sidewalk. Removal of existing concrete sidewalk and pouring new 4" thick concrete sidewalk with gravel bed.
- E. Alternate 5: Exterior Masonry Repointing. Repointing of existing masonry with new mortar to match existing in color and composition.

END OF SECTION 01 23 00

NOTE: NO INFORMATION OTHER THAN THAT INCLUDED IN OR ATTACHED TO THIS ORIGINAL BID DOCUMENT (WHERE SUCH ATTACHMENT IS PERMITTED) WILL BE USED IN DETERMINING AWARD.

**ORIGINAL (NOT TO BE DETACHED)
NOTICE TO BIDDEERS**

**CITY OF BALTIMORE
DEPARTMENT OF RECREATION AND PARKS
CONTRACT NUMBER: RP 20814**

THE COMPLETE (ORIGINAL)
CONTRACT BOOK AND
DUPLICATE OF BID OR
PROPOSAL MUST BE
INCLUDED IN THE
BID ENVELOPE

MARY E. RODMAN RECREATION CENTER RENOVATION

III. BID OR PROPOSAL

Opening of Bids **NOVEMBER 10, 2021**

Certified Check or Bank Cashier's Check or Bank Treasurer's Check or Bid Bond Equal to Two Percent (2%) of Total Bid Submitted.

Days of Completion **270** Consecutive Calendar Days

Liquidated Damages **\$1000.00** per Consecutive Calendar Day

Made this _____ day of _____, 20____

By _____

(Address)

(NOTE: The Bidder's name and address must be inserted above, and in the case of a Firm, the Name of the Firm and of each and every Member of the Firm must be inserted. In case a Bid shall be submitted by or on behalf of any corporation, the Name of such Corporation must be written above). Shall sign below to signify the following:

To "The Board of Estimates of Baltimore City":

I/We the undersigned Contractor, have familiarized myself/ourselves with the Requirements and Stipulations of the Contract Documents, and the site of the proposed work, and fully understand and appreciated extent and character of the work to be done under the Contract.

I/We propose to furnish all labor, materials, and equipment and to do everything except as otherwise provided in the Contract Documents.

Specifications, Special Provisions, Drawings and /or other Contract Documents hereto attached, at the following prices:

DUPLICATE

CONTRACT NO. RP20814

NOTE: NO INFORMATION OTHER THAN THAT INCLUDED IN OR ATTACHED TO THIS ORIGINAL BID DOCUMENT (WHERE SUCH ATTACHMENT IS PERMITTED) WILL BE USED IN DETERMINING AWARD.

**ORIGINAL (NOT TO BE DETACHED)
NOTICE TO BIDDEERS**

**CITY OF BALTIMORE
DEPARTMENT OF RECREATION AND PARKS
CONTRACT NUMBER: RP 20814**

THE COMPLETE (ORIGINAL)
CONTRACT BOOK AND
DUPLICATE OF BID OR
PROPOSAL MUST BE
INCLUDED IN THE
BID ENVELOPE

MARY E. RODMAN RECREATION CENTER RENOVATION

III. BID OR PROPOSAL

Opening of Bids **NOVEMBER 10, 2021**

Certified Check or Bank Cashier's Check or Bank Treasurer's Check or Bid Bond Equal to Two Percent (2%) of Total Bid Submitted.

Days of Completion **270** Consecutive Calendar Days

Liquidated Damages **\$1000.00** per Consecutive Calendar Day

Made this _____ day of _____, 20____

By _____

(Address)

(NOTE: The Bidder's name and address must be inserted above, and in the case of a Firm, the Name of the Firm and of each and every Member of the Firm must be inserted. In case a Bid shall be submitted by or on behalf of any corporation, the Name of such Corporation must be written above). Shall sign below to signify the following:

To "The Board of Estimates of Baltimore City":

I/We the undersigned Contractor, have familiarized myself/ourselves with the Requirements and Stipulations of the Contract Documents, and the site of the proposed work, and fully understand and appreciated extent and character of the work to be done under the Contract.

I/We propose to furnish all labor, materials, and equipment and to do everything except as otherwise provided in the Contract Documents.

Specifications, Special Provisions, Drawings and /or other Contract Documents hereto attached, at the following prices:

C. Alternate Bid Item No. 3 –

ADD to Base Bid the cost of providing **Exterior Window replacement including glazing, framing and security grills** at Lump Sum.

_____ \$ _____
Written Word Numerical

D. Alternate Bid Item No. 4 –

ADD to Base Bid the cost of providing **Replacement of Concrete sidewalk- Removal of existing concrete sidewalk and pouring new 4" thick concrete sidewalk with gravel bed** at Lump Sum.

_____ \$ _____
Written Word Numerical

E. Alternate Bid Item No. 5 –

ADD to Base Bid the cost of providing **Exterior Masonry Repointing- Repointing of existing masonry with new mortar to match existing in color and composition** at Lump Sum.

_____ \$ _____
Written Word Numerical

Signature and Title

MAYOR AND CITY COUNCIL OF BALTIMORE CITY
BALTIMORE CITY CODE, ARTICLE 5, SUBTITLE 28
MINORITY AND WOMEN’S BUSINESS PROGRAM

**MBE AND WBE PARTICIPATION
COMMITMENT FORMS**

Name of Bidder (Proposer) _____

Address _____

Contracting Agency: CAPITAL DEVELOPMENT AND PLANNING, DEPARTMENT OF RECREATION
AND PARKS

Contract (Project) Title: MARY E. RODMAN RECREATION CENTER RENOVATION

Contract Number: RP20814

Bid Due Date: 11/10/21

The MBE goal is 23% The WBE goal is 7%

If MBE Sub-Goals Apply:

- African American _____%
- Asian American _____%
- Hispanic American _____%
- Native American _____%

**THIS PACKAGE OF MBE AND WBE PARTICIPATION
COMMITMENT FORMS IS DUE WITH THE BID.**

FOR MORE INFORMATION OR ASSISTANCE WITH THESE FORMS CONTACT:

Minority and Women’s Business Opportunity Office (MWBOO)
Baltimore City Department of Law
Room 101, City Hall
100 N. Holliday Street
Baltimore, MD 21202
(410)396-4355
E-Mail: MBWOOCompliance@baltimorecity.gov (Attention: MBE/WBE Bid Packet)

PART E: MBE/WBE PARTICIPATION WAIVER REQUEST FORM

Name of Bidder (Proposer) _____

Address _____

Contracting Agency: **CAPITAL DEVELOPMENT AND PLANNING, DEPARTMENT OF RECREATION AND PARKS**

Contract (Project) Number and Title: **RP 20814, MARY E. RODMAN RECREATION CENTER**

RENOVATION Bid Due Date: **11/10/21**

Goals on this contract..... MBE: 23% and WBE: 7%

If MBE Sub-Goals Apply:

African American: _____% Asian American: _____%

Hispanic American: _____% Native American: _____%

I have achieved.....MBE: _____% and WBE: _____%

If MBE Sub-Goals Apply:

African American: _____% Asian American: _____%

Hispanic American: _____% Native American: _____%

I am requesting a waiver of.....MBE: _____% and WBE: _____%

If MBE Sub-Goals Apply:

African American: _____% Asian American: _____%

Hispanic American: _____% Native American: _____%

I have contacted MWBOO for assistance: _____Yes _____No (*Check One*)

Number of MBE firms contacted: _____ (*Attach a list of names.*)

Number of WBE firms contacted: _____ (*Attach a list of names.*)

Explain why waiver is being requested:

Attach documentation of your good faith efforts to secure, contact and negotiate with MBEs and WBEs, including:

- (1) The reasons your company is unable to secure sufficient MBE/WBE participation to meet the stated goals
- (2) The efforts made by your company to select portions of the contract to be performed by MBEs and WBEs
- (3) For each MBE or WBE that placed a bid that you consider to be unacceptable, a statement that explains the basis for that conclusion

Signature of Authorized Company Representative

Date

D. MAYOR AND CITY COUNCIL OF BALTIMORE, MARYLAND
THE BALTIMORE APPRENTICE TRAINEE PROGRAM (BATP)

BID FORM

Contracting Agency DEPARTMENT OF RECREATION AND PARKS Contract

(Project Title) **RP20814 Mary E. Rodman Recreation Center**

Renovation Scheduled Bid Due Date: **Wednesday, November 10, 2021**

THIS APPRENTICE TRAINEE FORM IS DUE WITH THE BID.

FOR MORE INFORMATION ABOUT THIS FORM OR ASSISTANCE, CONTACT:

Minority and Women's Business Opportunity Office (MWBOO)
100 N. Holliday Street, Rm. 101
Baltimore, MD 21202
(410) 396-4355
Christopher R. Lundy, Chief

MWBOO (08/21)

Employ Baltimore
CERTIFICATION STATEMENT

Contracting City Agency	Bid Number	Bid Due Date
Department of Recreation and Parks	RP20814	November 10, 2021

To promote the commitment to utilize **Employ Baltimore** to meet employment needs, all businesses awarded contracts, franchises and development opportunities with the City of Baltimore, shall comply with the terms of the Executive Order as described in the bid specification. Under this agreement, contract awardees will complete and submit this certification statement with the bid package.

This Executive Order shall apply to contracts awarded by the City that are in the amounts of \$50,000.01 to \$300,000.00, except for professional service contracts and emergency contracts.

Additionally, companies awarded construction contracts that fully participate in the **Employ Baltimore** program and submit and comply with the certification statement, may receive an early release of or reduction in the retainage fee assigned to the contract.

CERTIFICATION STATEMENT

As a representative of _____, I _____
(NAME OF COMPANY) (PRINT NAME and TITLE)

Certify that a company representative will schedule a meeting with the Mayor's Office of Employment Development within two weeks of contract award to review the workforce plan required for this contract.

If there is a need for additional employees, I agree to post the new job openings with MOED's One Stop Career Center Network for seven (7) days prior to publicly advertising these openings. I agree to interview qualified Baltimore City residents referred from MOED. I agree to submit an Employment Report on June 30th and December 31st identifying the total number of workers on this project and total number of Baltimore City residents on payroll during each year of the contract and at the contract completion as a condition of release of the final payment or any retainage due.

Name: _____ Telephone: _____

Company Address _____ Email: _____

Yvette Clark or Katelyn Murphy
Mayor's Office of Employment Development
36 S. Charles Street
Baltimore, Maryland 21201
Phone 443-984-3014 • Fax 443-220-0510
employbaltimore@oedworks.com

CONTRACTOR QUESTION(S) AND ANSWER(S)

1. **Could you please confirm if the existing roofing assembly is known (i.e. thickness of the insulation, type of membrane, how many roofs (if more than one), etc.)?**

Answer: The following information for the existing roof conditions at Mary E. Rodman Rec Center are as follows:

Number of existing roofs: 4

Roofing assemblies:

Tallest Roof: 32" bar joist with 20 yr. type built-up roofing over 1" rigid insulation, 2" poured gypsum over ½" gypsum foamboard, felt flashing and gravel topcoat

Intermediate Roof: 12" bar joist with brick at bearing 20 yr. type built-up roofing over 1" rigid insulation, 2" poured gypsum over ½" gypsum foamboard, felt flashing and gravel topcoat

Lowest Roofs (2): 12" bar joist with brick at bearing 20 yr. type built-up roofing over 1" rigid insulation, 2" poured gypsum over ½" gypsum foamboard, felt flashing and gravel topcoat

Membrane: Uniseal 4020 Liquid Membrane parged on

2. **Could you please provide more details on the Add. Alternates?**

Answer: More information on the Add. Alternates will be provided in the next addendum.