

## GI-1.01 Contract Summary

ITEM	DESCRIPTION
Contract Title	Restroom Improvements - Phase 1
MAA Contract Number	MAA-CO-21-008
AIP Contract Number	N/A
Applicable Standard Provisions	<a href="https://www.airportal.maa.maryland.gov">https://www.airportal.maa.maryland.gov</a>
Provisions for Federal Aid Applicable	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
MBE/DBE Participation Goal	MBE <input checked="" type="checkbox"/> DBE <input type="checkbox"/>
MBE Participation Goal	<b>23%</b> Total MBE Participation With Sub-Goals of: 8% African American Owned Firms 11% Women-owned Firms
Veteran Owned Participation Goal	0%
Contractor Self-Performance Goal	<b>35%</b>
Contract Classification	Class J
Wage Rates Required*	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Airport Project Location	BWI Marshall <input checked="" type="checkbox"/> Martin State <input type="checkbox"/>
DHR Hiring Agreement Applicable	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Contract Drawings and Technical Provisions	<a href="https://emma.maryland.gov/">https://emma.maryland.gov/</a>
Contract Duration	800 Calendar Days
Liquidated Damages	See GI-1.04
Pre-Proposal Conference	<b>November 18, 2020 at 10:00:00 AM (via Web Conference)</b> <a href="#">Join Microsoft Teams Meeting</a> / 443-409-5228 Conference ID: 984 215 33#
Site Inspections	<b>November 19, 2020 at 8:30:00 AM and 1:00:00 PM</b> See GI-1.02 for instructions
Questions Due	<b>November 30, 2020 at 4:00 PM</b>
Technical Proposals Due	<b>January 14, 2021 at 2:00:00 PM</b> MDOT MAA Purchasing and Materials Management Section 7005 Aviation Blvd Glen Burnie, Maryland 21061
Oral Presentations / Interviews	<b>February 22, 2021 Instructions will be provided</b>
Price Proposal Due	<b>Date To Be Determined</b>

\* Wage Rates are required for proposals in excess of \$500,000 (State-funded projects).

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## **GI-1.02 Notice to Offerors**

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 proposal for this Contract, the Contractor agrees to adhere to the requirements of all of these Provisions.

Technical Proposals as defined in Section GI-1.07 of this RFP, for the Maryland Department of Transportation Maryland Aviation Administration (MDOT MAA) project entitled:

**Restroom Improvements - Phase 1  
Baltimore/Washington International Thurgood Marshall Airport**

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

**January 14, 2021 at 2:00:00 PM Local Time**

Price Proposals, as defined in Section GI-1.07 of this RFP, for the Maryland Department of Transportation Maryland Aviation Administration (MDOT MAA) project entitled:

**Restroom Improvements - Phase 1  
Baltimore/Washington International Thurgood Marshall Airport**

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

**Date To Be Determined**

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

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

Late Proposals, late requests for modifications, or late requests for withdrawal will not be considered. MDOT MAA is not responsible for Proposals received late and will not accept any Proposals that are late.

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**Positively no Technical Proposals will be accepted after January 14, 2021 at 2:00:00 PM Local Time.**

**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, provide all labor, materials, equipment and supervision for the construction for the Restroom Improvements - Phase 1 at Baltimore/Washington International Thurgood Marshall (BWI Thurgood Marshall) Airport project, as defined in the project drawings and specifications. The project consists of constructing six sets of restrooms with ancillary spaces and related airfield paving.

See paragraph GI-1.03 for additional description.

This project has been advertised via eMaryland Marketplace Advantage. Volume I Technical Specifications and Volume II Proposal 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 an appointment for pickup. If you prefer your contract drawings mailed, please contact the Procurement Officer. Your companies UPS or Fed-Ex account number will be required for mailing. All Proposals must include the proposal documents provided in Volume II.

A Pre-Proposal Web Conference will be held on:

**November 18, 2020 at 10:00:00 AM Local Time (via Web Conference).** Please use the following link to access the meeting or phone number to dial in:

[Join Microsoft Teams Meeting](#) / 443-409-5228 Conference ID: 984 215 33#

Please complete the Pre-Proposal RSVP form to confirm your intent to attend.

Site Inspections will be limited to 2 individuals per company and will be held on:

**November 19, 2020, at 8:30:00 AM Local Time, and November 19, 2020, at 1:00:00 PM Local Time**

Contractors interested in attending the Site Inspection must e-mail a list of the following information or send the Site Inspection RSVP to Kareen Davis ([kdavis1@bwiairport.com](mailto:kdavis1@bwiairport.com)) no later than **November 17, 2020 at 4:00 PM Local Time:**

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Company Name  
Attendee's Full Name (as shown on Driver's License)  
Date of Birth  
Phone Number  
**OR**  
Name and MDOT MAA SIDA Badge No.

**Please Note: If the above information is not received by the date and time stated you may not be cleared by the MDOT MAA Office of Airport Security to attend. Only attendees with prior approval from MDOT MAA will be allowed to attend the Site Inspection. This schedule Site Inspection will be the only time to inspect the site. Please bring valid identification, either a driver's license / passport or MDOT MAA SIDA Badge.**

Attendance at the Pre-Proposal and Site Inspection is not mandatory, but all interested Offerors are encouraged to attend in order to facilitate better preparation of their proposals. Attendance may also increase the Offeror'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 Price Proposal, if over \$100,000.00, must be accompanied by a Bid Guaranty in the amount of five percent (5%) of the total contract cost in the name of the "State of Maryland".

The Certified MBE Utilization and Fair Solicitation Affidavit and the MBE Participation Schedule for the base bid and the base bid plus deduct alternate must accompany the Price Proposal. **If an Offeror fails to submit these documents, the MDOT MAA shall deem the Proposal as not susceptible for award. Also, please be advised that the documents must be completed in their entirety with accurate information. Failure to abide by these requirements shall render the Proposal not susceptible for award.**

The Bid/Proposal Affidavit shall accompany the Technical Proposal.

Performance and Payment Bonds in the amount of the Contract Price will be required of the successful Offeror with issuance of Notice of Recommended Award.

Assistance in obtaining Bid, Performance and Payment Bonds may be available to qualifying small businesses through the Maryland Small Business Development Financing Authority (MSBDF).

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Questions regarding the bonding assistance program should be referred to: MSBDFA, 826 East Baltimore Street, Baltimore MD 21202, (410) 333-4270 (phone) (410) 333-6931 (fax).

The Maryland Department of Human Services has identified this project as eligible for a Hiring Agreement. A Hiring Agreement may be required of the successful Offeror.

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

Offerors shall carefully review all instructions related to MBE requirements under Special Provisions Part III.

Offerors 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	Twenty-three percent	23%
• African American-owned Business	Eight percent	8%
• Women-owned Business	Eleven percent	11%

MBE firms may elect to be dually certified as Woman-owned Businesses and as members of an ethnic or racial category. For purposes of achieving any gender or ethnic/racial MBE participation sub goals in a particular contract, an MBE firm that has dual certification may participate in the contract either as a Woman-owned Business or as a business owned by a member of a racial or ethnic minority group, **but not both**.

### **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**

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**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 Offeror 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 partner(s) must accomplish the MBE subcontract goal with certified MBE subcontractors.

As an option for meeting the MBE participation goal set out for this procurement in part or in total, the MDOT MAA strongly encourages joint venture partnerships between the prime and MBEs.

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

Please be informed all offerors must furnish the names and address of the firms that submitted quotes for your bid/proposal and to include the age of the firm and annual gross receipts or revenues. The MDOT MAA will verify this information.

Liquidated Damages Provision (MBE): This contract requires the contractor to make good faith efforts to comply with the Minority Business Enterprise/Disadvantaged Business Enterprise ("MBE") Program and contract provisions. The State and the Contractor acknowledge and agree that the State will incur damages, including but not limited to loss of goodwill, detrimental impact on economic development, and diversion of internal staff resources, if the Contractor does not make good faith efforts to comply with the requirements of the MBE Program and MBE contract provisions. The parties further acknowledge and agree that the damages the State might reasonable be anticipated to accrue as a result of such lack of compliance are difficult to ascertain with precision.

Therefore, upon determination by the State that the Contractor failed to make good faith efforts to comply with one or more of the specified MBE Program requirements or contract provisions,

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the Contractor agrees to pay liquidated damages to the State at the rates set forth below. The Contractor expressly agrees that the State may withhold payment on any invoices as a set-off against liquidated damages owed. The Contractor further agrees that for each specified violation, the agreed upon liquidated damages are reasonably proximate to the loss the State is anticipated to incur as a result of such violation.

- a. Failure to submit each monthly payment report in full compliance with COMAR 21.11.03.13B (3): \$ 25.45 per day until the monthly report is submitted as required.
- b. Failure to include in its agreements with MBE subcontractors a provision requiring submission of payment reports in full compliance with COMAR 21.11.03.13B (4): \$ 89.09 per MBE subcontractor.
- c. Failure to comply with COMAR 21.11.03.13 in terminating, canceling, or changing the scope of work/value of a contract with an MBE subcontractor and/or amendment of the MBE participation schedule: the difference between the dollar value of the MBE participation commitment on the MBE participation schedule for that specific MBE firm and the dollar value of the work performed by that MBE firm for the contract.
- d. Failure to meet the Contractor's total MBE participation goal and subgoal commitments: the difference between the dollar value of the total MBE participation commitment on the MBE participation schedule and the MBE participation actually achieved.

Notwithstanding the use of liquidated damages, the State reserves the right to terminate the contract and exercise all other rights and remedies provided in the contract or by law.

By submitting a response to this solicitation, the Offeror agrees to accept payments by electronic funds transfer unless the State Comptroller's Office grants an exemption. The selected Offeror 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, an Offeror 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 MDOT MAA reserves the right to reject any and all Proposals if in its judgment the interest of the Administration may so require.

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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  
Telephone: (410) 859-7792  
Email: [KDavis1@bwiairport.com](mailto:KDavis1@bwiairport.com)