BARRY GLASSMAN
HARFORD COUNTY EXECUTIVE

BILLY BONIFACE
DIRECTOR OF ADMINISTRATION

KAREN D. MYERS
DIRECTOR OF PROCUREMENT

DEPARTMENT OF PROCUREMENT

INVITATIONS FOR BIDS NO. 16-080
ADDENDUM NO. 1

BID NO. 16-080

Electrical Work for Harford County Government

Nov 04, 2015

Ladies and Gentlemen:

The purpose of this addendum is to provide clarification(s) to all prospective proposers.

Question No. 1: Can we get the current rates under the current contract?

Answer No. 1: The current Contract 13-073 was awarded to BoMark Electric and Power Distribution Incorporated Electrical Contracting. BoMark's awarded hourly rates for both Facilities and Operations and Water and Sewer Operations are: Electrician is $55.00 per hour. Electricians Helper $20.00 per hour PDI's awarded hourly rates for both Facilities and Operations and Water and Sewer Operations are: Electrician $53.00 per hour Electricians Helper $ 15.00 per hour

Question No. 2: Can there be additional rental items added under Contingent Items on the Bid Form?

Answer No. 2: Please use the Revised Bid form attached to Addendum 1

Sincerely,

Daniel Guthrie, CPPB
Chief

DJG/vfy

SUBMIT <u>ORIGINAL AND ONE DUPLICATE</u> SET OF BID FORMS

BID FORM

BID NO. 16-080

OPEN-END ELECTRICAL WORK FOR HARFORD COUNTY GOVERNMENT

TO: Director of Procurement
Harford County, Maryland
220 South Main Street
Bel Air, Maryland 21014

FROM: _____

_____

_____

Basis of Award:

1. Contract award will be made on the basis of the lowest responsive total bid submitted for commercial (facilities and operations) work and for the lowest responsive total bid submitted for industrial (water and sewer operations) work by the responsible bidder, in accordance with Section 41-26 of the Harford County Code.

The County reserves the right to award multiple contracts submitted by the lowest total bid from the responsible bidders, based on the results of the bid, the available funds and what is most advantageous to Harford County.

2. All bidders **must be** prequalified in all areas specified if applicable.

3. All bidders **must be** registered to do business in the State of Maryland in accordance with the Annotated Code of Maryland Corporations and Associations Sec. 2-102 Formation generally, Sec. 7-202 Registration to do interstate and foreign* business, and/or Sec. 7-203 Qualification to do intrastate. For information on registering or qualifying a corporation, LLC, LLP or LP call the Maryland Department of Assessments and Taxation (SDAT) at (410) 767-1340. Sole Proprietors and General Partnerships may call (410) 767-4991 or you may download the SDAT forms at: www.dat.state.md.us/sdatweb/sdatforms.html - entity or by calling at (410) 767-1340 or Toll Free (888) 246-5941.

*"a corporation, association, or joint-stock company organized under the laws of the United States, another state of the United States, a territory, possession, or district of the United States, or a foreign country." Sec. 1-101 Annotated Code of Maryland Corporations and Associations.

4. All bidders **must be** in good standing with Harford County, Maryland. Bidders must resolve any outstanding taxes, fees or accounts with Harford County.

5. **Award will only be made to the lowest responsive and responsible bidder who meets all requirements as specified in Numbers 1-4 above at time of award.**

6. Bid Checklist: Failure to meet requirements A-C below, will result in your bid being rejected as non-responsive.

   A. We are in good standing with State and Local Governments. Yes__ No__
   Dept. ID as recorded by Maryland Dept. of Assessments and Taxation: _____

   B. We are pre-qualified with Harford County in all stated areas (if applicable). Yes__ No__ N/A__

   Date of Certificate Expiration:_____

   C. We are submitting the Bid Bond (If Applicable). Yes__ No__ N/A__

D. We acknowledge all addenda (If Applicable). Yes__ No__ N/A__

E. We are submitting one Original & one Duplicate Copy of the Bid Forms. Yes__ No__

Bid Information:

Total Bid equals the combined hourly rates for the qualified Electrician and the Electricians Helper.

Facilities and Operations- Commercial:

1. Hourly rate for one qualified electrician $_____

2. Hourly rate for one electrician's helper $_____

Total Bid:_____

Contingent Item for Facilities and Operations:

3. Hourly rate for Bucket Truck or Arial truck rental
(Maximum reach of 40 ft. for truck)
$_____

4. Hourly Rate for Trencher $_____/ Size_____

5. Rate for Rental Equipment:

Equipment	Rate per Hour
_____	$_____
_____	$_____
_____	$_____

Water and Sewer Operations- Industrial:

1. Hourly rate for one qualified electrician $_____

2. Hourly rate for one electrician's helper $_____

Total Bid:_____

Contingent Item for Water and Sewer Operations:

3. Hourly rate for Bucket Truck or Arial truck rental $_____
   (Maximum reach of 40 ft. for truck)

4. Hourly Rate for Trencher $_____/ Size_____

5. Rate for Rental Equipment:

Equipment	Rate per Hour
_____	$_____
_____	$_____
_____	$_____

****Emergency Hourly rate will be billed 1.5 times the hourly rate, for all hourly rates.**

All rates are effective at the time work starts. Cost estimates shall be provided at no charge to the County.

This bidder, in compliance with the above-captioned Invitation for Bids has examined the plans, specifications and related documents, and the site of the proposed work (as applicable), is familiar with all the conditions surrounding the proposed project including materials, supplies and services to complete the project in accordance with the contract documents.

Bidder agrees to perform all work described in this Invitation for Bids, for the prices set forth on the Bid Form.

Within 10 days after receiving notice of acceptance of this bid, Bidder will execute the formal contract and deliver it to the Harford County Department of Procurement, with the bonds (if applicable) as required by the General Instructions.

The Bid Deposit attached (if applicable) in the sum of five percent (5%) of the total bid amount becomes the property of the County in the event the contract and bonds are not executed and delivered within the time set forth above, as liquidated damages for the delay and additional expense to the County caused thereby.

BID/PROPOSAL AFFIDAVIT

A. AUTHORIZED REPRESENTATIVE

I HEREBY AFFIRM THAT:

I am the (title) _____ and the duly authorized representative of (name of business) _____ and that I possess the legal authority to make this Affidavit on behalf of myself and the business for which I am acting.

B. CERTIFICATION REGARDING COMMERCIAL NONDISCRIMINATION

The undersigned bidder or proposer hereby certifies and agrees that the following information is correct:

In preparing its bid or proposal on this project, the bidder or proposer has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in "discrimination" as defined in the State Finance and Procurement Article of the Annotated Code of Maryland. "Discrimination" means any disadvantage, difference, distinction, or preference in the solicitation, selection, hiring, or commercial treatment of a vendor, subcontractor, or commercial customer on the basis of race, color, religion, ancestry, or national origin, sex, age, marital status, sexual orientation, or on the basis of disability or any otherwise unlawful use of characteristics regarding the vendors, supplier's or commercial customer's employees or owners. "Discrimination" also includes retaliating against any person or other entity for reporting any incident of "discrimination". Without limiting any other provision of the solicitation on this project, it is understood that, if the certification is false, such false certification constitutes grounds for the State to reject the bid or proposal submitted by the bidder or proposer on this project, and terminate any contract awarded based on the bid or proposal. As part of its bid or proposal, the bidder or proposer herewith submits a list of all instances within the past 4 years where there has been a final adjudicated determination in a legal or administrative proceeding in the state of Maryland that the bidder or proposer discriminated against subcontractors, vendors, suppliers, or commercial customers, and a description of the status or resolution of that determination, including any remedial action taken. Bidder or Proposer agrees to comply in all respects with the State's Commercial Nondiscrimination Policy as described in the State Finance and Procurement Article of the Annotated Code of Maryland.

C. AFFIRMATION REGARDING BRIBERY CONVICTIONS

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business (as is defined in the State Finance and Procurement Article of the Annotated Code of Maryland), or any of its officers, directors, partners, or any of its employees directly involved in obtaining or performing contracts with public bodies (as is defined in the State Finance and Procurement Article of the Annotated Code of Maryland), has been convicted of, or has had probation before judgment imposed pursuant to the Annotated Code of Maryland, or has pleaded *nolo contendere* to a charge of, bribery, attempted bribery, or conspiracy to bribe in violation of Maryland law, or of the law of any other state or federal law, except as follows:

(Indicate the reasons why the affirmation cannot be given and list any conviction, plea, or imposition of probation before judgment with the date, court, official or administrative body, the sentence or disposition, the name(s) of person(s) involved, and their current positions and responsibilities with the business):

_____

_____

D. AFFIRMATION REGARDING DEBARMENT

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business, or any of its officers, directors, partners, or any of its employees directly involved in obtaining or performing contracts with public bodies, has ever been suspended or debarred (including being issued a limited denial of participation) by any public entity, except as follows:

(List each debarment or suspension providing the dates of the suspension or debarment, the name of the public entity and the status of the proceedings, the name(s) of the person(s) involved and their current positions and responsibilities with the business, the grounds of the debarment or suspension, and the details of each person's involvement in any activity that formed the grounds of the debarment or suspension)

_____

_____

E. AFFIRMATION REGARDING DEBARMENT OF RELATED ENTITIES

I FURTHER AFFIRM THAT:

(1) The above business was not established and it does not operate in a manner designed to evade the application of or defeat the purpose of debarment pursuant to the State Finance and Procurement Article of the Annotated Code of Maryland; and

(2) The business is not a successor, assignee, subsidiary, or affiliate of a suspended or debarred business, except as follows: (Indicate the reasons why the affirmation cannot be given without qualification):

_____

_____

F. AFFIRMATION REGARDING COLLUSION

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the agents, servants and/or employees of the above business have:

(1) Agreed, conspired, connived, or colluded to produce a deceptive show of competition in the compilation of the accompanying bid or proposal that is being submitted;

(2) In any manner, directly or indirectly, entered into any contract of any kind to fix the bid price or proposal price of the bidder or proposer or contractor or of any competitor, or otherwise taken any action in restraint of free competition in connection with the contract for which the accompanying bid or proposal is submitted.

G. FINANCIAL DISCLOSURE AFFIRMATION

I FURTHER AFFIRM THAT:

I am aware of, and the above business will comply with, the provisions of the State Finance and Procurement Article of the Annotated Code of Maryland, which require that every business that enters into contracts, leases, or other contracts with the State of Maryland or its agencies during a calendar year under which the business is to receive in the aggregate $100,000 or more shall, within 30 days of the time when the aggregate value of the contracts, leases, or other contracts reaches $100,000, file with the Secretary of State of Maryland certain specified information to include disclosure of beneficial ownership of the business.

H. POLITICAL CONTRIBUTION DISCLOSURE AFFIRMATION

I FURTHER AFFIRM THAT:

I am aware of, and the above business will comply with the provisions of Article 33, Sections 30-1 through 30-4 *et seq.* of the Annotated Code of Maryland, which require that every person that enters into contracts, leases, or other agreements with the State of Maryland, including its agencies or a political subdivision of the State, during a calendar year under which the person receives in the aggregate $100,000 or more shall, on or before February 1, of the following year, file with the Secretary of State of Maryland certain specified information to include disclosure of political contributions in excess of $500 to a candidate for elective office in any primary or general election.

I. CERTIFICATION OF CORPORATION REGISTRATION AND TAX PAYMENT

I FURTHER AFFIRM THAT:

(1) The business named above is a

(Check one) ____ Maryland (domestic) corporation

_____ foreign (non-Maryland) corporation

registered in accordance with the Corporations and Associations Article, Annotated Code of Maryland, and that it is in good standing and has filed all of its annual reports, together with filing fees, with the Maryland State Department of Assessments and Taxation, and that the name and address of its resident agent filed with the State Department of Assessments and Taxation is:

Name:
Address:

(If not applicable, so state).

(2) Except as validly contested, the business has paid, or has arranged for payment of, all taxes due the State of Maryland and has filed all required returns and reports with the Comptroller of the Treasury, the State Department of Assessments and Taxation, and the Employment Security Administration, as applicable, and will have paid all withholding taxes due the State of Maryland prior to final settlement.

J. CONTINGENT FEES

I FURTHER AFFIRM THAT:

The business has not employed or retained any person, partnership, corporation, or other entity, other than a bona fide employee or agent working for the business, to solicit or secure the Contract, and that the business has not paid or agreed to pay any person, partnership, corporation, or other entity, other than a bona fide employee or agent, any fee or any other consideration contingent on the making of the Contract.

K. TROPICAL HARDWOOD AND TROPICAL HARDWOOD PRODUCTS

Acknowledging §41-19.1 of the Harford County Code, which prohibits the County from making or renewing a contract that requires the use of the tropical hardwoods and tropical hardwood products except in cases where the Director of Procurement determines (1) that there is no acceptable non-tropical hardwood equivalent; or (2) tropical hardwood is required for restoration of a structure designated as historic under federal, state or county law, and requires that any bid or proposal that does not contain this certification be rejected,

I FURTHER AFFIRM THAT:

No tropical hardwoods or tropical hardwood products (Acapu, Afrormosia, Almon, Amaranth, Amazaque, Aningeria Apitong, Blasa, Banak, Bella Rosa, Benge, Boire, Bubinga, Cativor, Chenchen, Concobolo, Cordia, Ebony, Gaboon, Iroko, Koa, Koto, Red Lauan, White Lauan, Tanguile, Limba, Louro, Africa Mahogany, American Mahogany, Makore, Movingui, African Padauk, Angola Padauk, Peroba, Purpleheart, Ramin, Rosewook, Sapele, Sonora, Teak, Tigerwood, Wenge, or Zebrawood) shall be supplied to the County or used in connection with the Contract, except as specifically approved by the Director of Procurement.

L. ACKNOWLEDGEMENT

I ACKNOWLEDGE THAT this Affidavit is furnished to the Purchasing Agent and that nothing in this Affidavit or in any contract arising from this bid or proposal shall be construed to supersede, amend, modify or waive the exercise of any statutory right or remedy with respect to any misrepresentation made or any violation of the obligations, terms and covenants undertaken by the above business with respect to (1) this Affidavit, (2) the contract, and (3) other Affidavits comprising part of the contract.

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

Date:_____ By_____
(Authorized Representative and Affiant)

Federal Employer Identification Number (FEIN): _____

The undersigned acknowledges they have read the Invitation for Bids and all addenda including those posted on the County's website and herby submits the above Bid.

BID SUBMITTED BY:

ENTITY NAME (Must be entity name as registered with Maryland State Department of Assessments & Taxation)	TELEPHONE NUMBER
REPRESENTATIVE & TITLE (TYPE OR PRINT)	FAX NUMBER
REPRESENTATIVE & TITLE (SIGNATURE)	E-MAIL ADDRESS
ADDRESS	MD. CONTRACTOR'S LICENSE NO.
DATE	DATE AND PLACE OF ISSUE

Per Section 1(h) of the General Instructions, if company is unincorporated, list below the names and addresses of individuals composing the firm.

Name _____ Address _____

Name _____ Address _____

CUT AND ATTACH THE BELOW LABEL TO THE OUTSIDE OF YOUR RESPONSE ENVELOPE OR CARTON

Return Address:

_____

_____

_____

BID ENCLOSED

BID NO.: _____

DUE DATE: _____

TO: **HARFORD COUNTY, MARYLAND**
DEPARTMENT OF PROCUREMENT
220 SOUTH MAIN STREET
BEL AIR, MARYLAND 21014