

NOTICE TO CONTRACTORS

Cayuga Farms Gravity Interceptor Sewer, Phase II

Proposal No.: S792905

Project No.: S792900

Sealed bids, addressed to Anne Arundel County, Bid No. S792905, for Cayuga Farms Gravity Interceptor Sewer, Phase II, for the Department of Public Works will be received until 1:30 P.M. local time, Tuesday, February 21, 2012, at the Office of the Purchasing Agent, 3rd Floor, Heritage Office Complex, 2660 Riva Road, Annapolis, Maryland 21401, after which they will be publicly opened and read in the Patuxent Conference Room, located on the same floor.

The Work includes the following major items: Installation of 3836 linear feet (LF) of 18-inch, 1596 LF of 12-inch, 957 LF of 8-inch PVC sanitary sewer, 21 manholes with all incidental work including, but not limited to: excavation and backfill, traffic control, sediment and erosion control, and site restoration.

On or after January 10, 2011, Plans and Specifications may be examined or purchased at the Department of Public Works, Heritage Office Complex, 2662 Riva Road, 3rd Floor/Suite 350, Annapolis, Maryland 21401, 410- 222-7543. Copies of these documents may be obtained upon payment of \$100.00 payable to Anne Arundel County, and is non-refundable.

To all contractors, Anne Arundel County Purchasing Office now has bid results for Capital Construction Projects as well as Notice to Contractors on the Web Page. It can be accessed by entering:
<http://www.aacounty.org/CentServ/Purchasing/index.cfm>.

This Contract will be constructed under the provisions of the Anne Arundel County Government July 1, 2006 "Standard Details and Specifications for Construction and Design Manual" and any subsequent revisions thereto.

The cost range for the Project is: \$2,000,000 to \$3,000,000

EQUAL OPPORTUNITY

It is the policy of Anne Arundel County, Maryland, to ensure equal employment opportunity for all persons, and to ensure that minority and women-owned business enterprises have the maximum opportunity to participate in the performance of all county contracts for supplies and services.

NON-DISCRIMINATION IN EMPLOYMENT

THE CONTRACTOR OR ANY SUBCONTRACTOR MAY NOT DISCRIMINATE IN ITS EMPLOYMENT PRACTICES AGAINST ANY EMPLOYEE OR APPLICANT FOR EMPLOYMENT BECAUSE OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, ANCESTRY, HANDICAP, AGE OR MARITAL STATUS.

On January 24, 2012 at 11 a.m. local time, a Pre-Bid conference will be held at the Department of Public Works, Heritage Office Complex, 2662 Riva Road, Annapolis, MD 21401. ALL VISITORS are asked to check in with the second floor receptionist for meeting location. The intent of this conference is to clarify the Plans and Specifications advertised and intended for bidding purposes. All potential bidders are requested to attend this conference. However, attendance is not a requirement of the Contract.

Questions regarding this project should be directed to the Project Manager, Mr. John F. Bassford Jr, P.E. at 410-222-7569.

ANNE ARUNDEL COUNTY
William L. Schull, C.P.M., CPPB
Purchasing Agent

ANNE ARUNDEL COUNTY, MARYLAND

Cayuga Farms Gravity Interceptor Sewer, Phase II

Proposal No.: S792905

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INFORMATION TO BIDDERS

Sealed bids in duplicate, addressed to the Purchasing Agent, Anne Arundel County, Maryland, for construction of the Cayuga Farms Gravity Interceptor Sewer, Phase II as shown on drawings on file in the Office of the Department of Public Works, Heritage Office Complex, 2662 Riva Road, Annapolis, Maryland 21401 will be received in the Office of the Purchasing Agent, 3rd Floor, Heritage Office Complex, 2660 Riva Road, Annapolis, Maryland 21401, until February 21, 2012 at 1:30 p.m. Bids will be opened and read aloud in the Patuxent Room located on the same floor, immediately thereafter.

THE RIGHT IS HEREBY RESERVED TO REJECT ANY OR ALL BIDS AND TO WAIVE INFORMALITIES, AS THE INTERESTS OF THE COUNTY MAY REQUIRE.

All work to be performed under this Project shall be done under strict compliance with the Anne Arundel County Government July 1, 2006 "Standard Details and Specifications for Construction and Design Manual" and any subsequent revisions thereto. Copies of Standard Specifications for Construction and Standard Details may be obtained at the Department of Public Works, Heritage Office Complex, 2662 Riva Road, Annapolis, Maryland, 21401 and it shall be the duty of the Bidder to be familiar with these documents.

In addition, on May 18, 1990, the Commissioner of Labor and Industry adopted, through incorporation by reference to the Maryland Occupation Safety and Health Standards under COMAR 09.12.31 Maryland Occupational Safety and Health Act, amendments and revisions relating to Excavations as published in 54 Federal Register No. 209 (October 31, 1989) pages 45948-45991 and codified in Sub Part 29CFR 1926.650-1926.652 and Appendices A-F, together with certain amendments. The amendments are found at Maryland Register, Volume 17, issue 6 (Friday, March 23, 1990), pages 746-748. The Commissioner's action is effective May 28, 1990. All holders of the Anne Arundel County Standard Specification and Details for Construction should familiarize themselves with these regulations and be guided accordingly.

Each bid must be enclosed in a sealed envelope marked "Proposal No. S792905, Anne Arundel County, Maryland." Bids made other than on the attached forms will not be considered. Changes in the phraseology of the bid, additions, or limiting provisions will render the bid irregular and may cause its rejection.

All bids shall include the following forms, each of which is to be submitted in duplicate:

- (1) Anti-collusion and non-bribery affidavit
- (2) Proposal form
- (3) Bid Bond (Bonding Companies must be licensed to do business in the State of Maryland and have complied with the law and the regulations of the U.S. Department of the Treasury and be approved as A Certified Companies or A Certified Rein surer Companies.)
- (4) List of subcontractors and Equipment Suppliers

Failure to complete and submit these forms shall render the proposal irregular and may be cause for rejection of the bid.

The Proposal form shall include the price, in figures, for each item of the proposed work and must be signed on behalf of the bidder. The bidder must examine the drawings, standard specifications, standard details and contract specifications carefully, and should make a personal examination of the location and nature of the proposed work. In case doubt shall arise as to the meaning or intent of anything shown on the drawings or comprised in the Standard Specifications, Standard Details and Contract Specifications, inquiry should be made of the project engineer, of the Department of Public Works before the bid is submitted. Submission of the bid shall indicate that the bidder thoroughly understands the drawings and the terms of the specifications. Bidders are especially directed to fill out the "total Price" column and total their bids, so that the results of the bidding, barring possible arithmetical errors, will be at once known. Any errors in computation will be corrected by the engineer when the bids are canvassed. The County reserves the right to accept alternatives in any order, to award on any bid item or combination of bid items. And to reject all bids if, in the sole determination of the County, it is advantageous to the County to do so. Any errors in computation or math will not invalidate the bid. In case of any discrepancy between the total figure and the correct total of the line items on the bid, the correct total of all line items shall govern and shall become the bid price.

Each bid must be accompanied by, and have sealed in the same envelope with the bid, a certified check or bid bond acceptable to the County for five percent (5%) of the amount of the bid, payable to Anne Arundel County, Maryland; and unless so accompanied, the bid will not be considered. The check or bid bond will be forfeited to the County as liquidated damages in case the contract, performance bond, and labor and materials bonds are not executed within ten (10) days after receiving the contract for execution.

The list of subcontractors and equipment suppliers to be submitted with the bid need only show certified small business, minority business and women business enterprises, which the bidder intends to use. In the event that the bidder cannot participate, the bidder shall include with the bid a notarized affidavit showing the evidence of the effort made to achieve this goal. Failure to submit the list of subcontractors and equipment suppliers delineating SBE, MBE, and WBE participation and/or the good faith documentation at the time the bid is submitted shall render the bid irregular and may be cause for rejection of the bid. The complete list of subcontractors and suppliers will be required from the apparent low bidder within (10) days of a request by the County.

The experience and equipment certification is to be submitted to the county by the apparent low bidder within ten (10) calendar days after request from the County.

Each bid must include a signed and notarized affidavit concerning sales and use tax. It is the bidder's responsibility to contact the State of Maryland, Comptroller of the Treasury, Retail Sales Tax Division, to determine if any portion of the project is exempt from sales use tax.

THE APPARENT LOW BIDDER MAY NOT WITHDRAW ITS BID WITHIN NINETY (90) DAYS AFTER BID OPENING.

If the bidder, to whom an award is made, shall fail to execute the contract and bonds, the award may be annulled and the contract awarded to the second lowest responsible bidder, and such bidder shall fulfill every stipulation embraced herein, as if the bidder were the original party to whom the award was made; or the county may reject all of the bids, as its interests may require.

The County will hold the checks and/or bid bonds submitted by all bidders with their bids, until the execution and delivery of the contract and bonds whereupon they shall be returned.

As required by the Maryland Law, all foreign corporations doing business within the State of Maryland are required to be registered with the State Department of Assessments and Taxation as a condition precedent to the award of a contract.

If the contractor is a corporation, the contract shall be accompanied by a copy of the corporate resolution authorizing the officer of said corporation, whose name appears on the contract, to execute the contract. If a person other than an officer is designated, it must be stated under oath that the person is the agent of the corporation and is duly authorized to act for an in behalf of the corporation.

The Bidder must perform 51 percent (%) of the work with his own forces.

Bidders are further reminded of State Finance and Procurement Article, Section 17-106 Annotated Code of Maryland, which provides:

Before a contractor receives a progress or final payment under a contract covered by payment security, the contractor shall certify, in writing that, in accordance with contractual agreements, suppliers, and subcontractors:

- (1) Have been paid from the proceeds of previous progress payments; and
- (2) Will be paid in a timely manner from the proceeds of the progress or final payment currently due.

The contractor shall make available, at anytime to the County, the contractor's records for the purpose of auditing and/or verifying the contractor's costs in connection with negotiated contracts, change order, or other amendments to the contract.