



---

---

**WASHINGTON COUNTY PURCHASING DEPARTMENT**

Washington County Administration Building  
100 West Washington Street, Room 320  
Hagerstown, Maryland 21740-4748  
Telephone: 240-313-2330  
FAX: 240-313-2331  
Deaf and Hard of Hearing call 7-1-1 for Maryland Relay

---

---

**PUR-1093**

**Addendum #2**

**INVITATION TO BID**

**CITY OF HAGERSTOWN, MARYLAND  
CITYWIDE SANITARY SEWER REHABILITATION  
(CITY CONTRACT NUMBER 5485001-5881-C0800)**

**DATE: August 31, 2009**

**BIDS DUE: Wednesday, September 16, 2009  
2:00 P.M., DST**

To Bidders:

This Addendum is hereby made a part of the Contract Documents on which all bids will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Proposal Form. This Addendum consists of two (2) pages and one (1) attachment.

**ITEM NO. 1:** In the last bullet on page 4 of the Pre-Bid Meeting Minutes included with Addendum #1, replace “CSC Railroad Company” with “CSX Railroad Company”.

**ITEM NO. 2:** Delete the last sentence of Article 21.01 in the Instruction to Bidders (Section 00100).

**ITEM NO. 3:** On page 2 of the Table of Content, add Attachment 00800D “The American Recovery and Reinvestment Act of 2009 (ARRA) JOB CREATION AND PRESERVATION REPORTING REQUIREMENT, Maryland Department of the Environment”, pages 1 – 3.

**ITEM NO. 4:** On page 18 of the Instructions to Bidders, add the following:

“ARTICLE 31 – AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 (ARRA) REPORTING

The Contractor is required to comply with all reporting requirements of the American Recovery and Reinvestment Act of 2009 (ARRA). Attachment 00800D includes a publication developed by the Maryland Department of the Environment summarizing some of the reporting requirements included therein. The Contractor is responsible for adhering to all reporting requirements at no additional cost to the Owner even if they are not specifically identified in the summary provided Attachment 00800D.”

**ITEM NO. 5:** After Attachment 00800C, include the attachment provided herein as Attachment 00800D, The American Recovery and Reinvestment Act of 2009 (ARRA) JOB CREATION AND PRESERVATION REPORTING REQUIREMENT.

By Authority of:

A handwritten signature in black ink that reads "Karen R. Luther". The signature is written in a cursive style with a large, looping initial "K".

Karen R. Luther, CPPO  
Purchasing Agent

BOARD OF COUNTY COMMISSIONERS  
OF WASHINGTON COUNTY, MARYLAND

**The American Recovery and Reinvestment Act of 2009 (ARRA)  
JOB CREATION AND PRESERVATION REPORTING REQUIREMENT  
Maryland Department of the Environment**

In order to quantify the job creation aspect of ARRA, the United States Office of Budget and Management (OMB) requires ARRA loan and/or grant recipients to collect from their contractors and subcontractors the following information:

Requirement	Required Components	Completed By	Submitted to & Time Frame Submission	Comments
<b>Certified Payroll</b>	<b>Payroll</b> 1) Name 2) Address 3) Social Security Number 4) Type of Classification 5) Hourly wages paid	Prime Contractors (Prime required to get information from subcontractors)	Recipients (grant or loan project owner)  Weekly/Bi-weekly submission depending on payroll	Prime required to keep payrolls for 3 years  See attached optional DOL form WH-347
<b>Certified Payroll Narrative (summary)</b>	<b>Narrative Example</b> Total Payroll (all workers) Hrs : 2,000 Payroll Period Weeks: 2 Work Hrs/Week/FTE: 40  <b>FTE* Jobs Created &amp; Maintained</b> FTE = 2,000/2*40 = 25  Existing Employees = 20 FTE New Hires (for this job) = 5 FTE  *: FTE = Full Time Equivalent	Prime contractor (including all subcontractors)	Recipients (grant or loan project owner)  Weekly submission	See attached optional DOL form WH-347 for guidance

In addition to submitting the information above for construction contracts, please submit the same information for all other non-construction contracts (e.g., A/E services, etc.) by the 20<sup>th</sup> day of each month for the prior month.

Recipients please submit the Certified Payroll (Example -WH-347) and Payroll Narrative to:

Heather Fleming  
 Environmental Specialist  
 Maryland Water Quality Financing Administration  
 Maryland Department of the ENVIRONMENT  
 Baltimore MD, 21230  
 Phone: 410 537 3327  
 Fax: 410 537 3968



