



PURCHASING DEPARTMENT
DIVISION OF BUDGET & FINANCE

PUR-1401
ADDENDUM NO. 1
INVITATION TO BID

WASHINGTON COUNTY PUBLIC SAFETY TRAINING CENTER

DATE: Monday, August 17, 2020

BIDS DUE: Wednesday, September 2, 2020
2:00 P.M., (EST/EDT)

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 five (5) pages and three (3) attachments.

NOTE: Washington County government has limited access to the Washington County Administration Complex at 100 West Washington Street, Hagerstown, Maryland until further notice. All Bidders shall allow ample time for delivery of their bid packets. Delivery of bid packets via-courier service or United States Postal Service (USPS) will be accepted. For those bidders who wish to deliver their bid packet in person will need to call 240-313-2330 to schedule an appointment.

ITEM NO. 1 *Inquiry:* Is there a budget amount available to the public?

Response: The classification for this project is cost Group Letter Class "F" \$5,000,001 to \$10,000,000. The Washington County Ten (10) Year Capital Improvement Plan on the County website also provides budget information on the project.

ITEM NO. 2: *Inquiry:* Is there a start date set for work to begin?

Response: Notice to Proceed is anticipated to be issued in October/November 2020 pending local and state approvals. The Department of General Services (DGS) has informed the County that their review/approval can take up to 8 weeks.

ITEM NO. 3: *Inquiry:* Is there a planholders list available that could be emailed to me?

Response: The list is included with this Addendum, (Attachment A).

ITEM NO. 4: *Inquiry:* I did not see anything mentioned about prevailing wages or MBE participation. Does this project have any requirements for either?

Response: Refer to Invitation to Bid, Page 002000-3 and the attachment for State Policies and Requirements set forth in the Maryland Capital Grants Projects – Information for State of Maryland Capital Grant Recipients document. The Contractor shall adhere to those sections that apply to this contract. The County is seeking \$1,000,000 in state funding from the program and therefore based on this information it is anticipated that prevailing wages are not required (Attachment C).

ITEM NO. 5: Inquiry: I noticed a statement in section 011000-1, 1.3-A indicating that the site work was a separate package. Does this mean that the project bid is for the foundations up for the building and that the earthwork, utilities, paving, etc. are already awarded and underway? Is that correct?

Response: See 011000 – Summary of Work, Paragraph 1.4.C.2 for separate site package scope of work and Paragraph 1.4.C.3 for this project summary of work. Also refer to Summary of Work Drawing for additional scope of work information.

ITEM NO. 6: Inquiry: In reference to Specification 230923 – “Direct Digital Control (DDC) System for HVAC” Part 2.1 – “Manufactures” could you please add Schneider Electric Climate Controls (formerly Invensys) and installed by Control Systems, Inc. who has been working with Washington County for 52 years as they are based out of Hagerstown.

Response: Acceptable manufacturers are not limited to those listed in Paragraph 2.1.A of specification Section 230923.

ITEM NO. 7: Inquiry: The bid form lists forms to be submitted with the bid including the Contractor Qualification Statement (on page 00 50 00-9). As part of the AIA A701 Supplemental Conditions (Refer to page 00 40 00-2 9.5 Subparagraph 6.1) It is stated that the AIA A305 is “Not Required” Please confirm the AIA A305 Qualification Statement is required at time of bid.

Response: AIA A305 Qualification Statement is required to be submitted with the bid.

ITEM NO. 8: Inquiry: On page 00 40 00-2 935 Subparagraph 6.1, it stated in addition (to the AIA A305) the Contractor shall include a financial statement, a resume’ of five (5) projects completed within the past five (5) years that are similar in scope and cost as specified herein; references; and an affidavit attesting that the firm which the Contractor represents has maintained a continuous practice for a minimum of five (5) years.”. Are the additional items also required at time of bid?

Response: Yes.

ITEM NO. 9: Inquiry: Page 004000-4 # 9.16 states the county is exempt from state sales tax. However, the comptroller of Maryland says a contractor cannot use a sales tax exemption certificate beginning with the #'s “30” to purchase materials on behalf of

(NOTE: The wording of all “Inquiries” submitted are displayed exactly as received.)

the governmental entity tax free. Please clarify so all bidders include sales tax in their bid.

Response: Your statement is correct as referenced below from the website for the Comptroller of Maryland, Tax Exemptions.

Tax Exempt Sales for Contractors:

A contractor may use an organization's exemption certificate to purchase materials that will be used to construct, improve, alter or repair the real property of private, nonprofit charitable, educational, and religious organizations; volunteer fire companies and rescue squads; and nonprofit cemeteries. The materials must be incorporated into the realty to qualify for the exemption. Sales of materials used to improve the realty of government entities, credit unions and veterans' organizations are taxable, and their certificates may not be used by contractors.

A contractor may use an exemption certificate from a nonprofit organization if the first two digits of its exemption number are:

- 29 (religious organizations),
- 31 (charitable and educational organizations), or
- 33 (volunteer fire departments, rescue squads and ambulance companies).

Purchases made by using the following charge cards are subject to the Maryland sales and use tax since they are billed directly to the individual and are not treated as direct sales to the federal government:

- 30 (government agencies), or
- 32 (credit unions), or
- 34 (veterans' organizations).

ITEM NO. 10: Inquiry: Can you provide a list of names of participants on the pre-bid teleconference call?

Response: The Pre-Bid Teleconference list is attached (Attachment B).

ITEM NO. 11: Inquiry: What is the anticipated start date for the project?

Response: See ITEM NO. 2 above in this Addendum.

ITEM NO. 12: Inquiry: Please clarify correct site address for the safety training center. The drawings list: 18350 Public Safety Place, Hagerstown, MD but the specifications list 9238 Sharpsburg Pike, Sharpsburg, MD.

Response: 18350 Public Safety Place, Hagerstown MD is the correct address.

(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)

ITEM NO. 13: Inquiry: Will there be a listing of attendees from today's meeting available for reference? I am the specified vendor for the Spacesaver FreeStyle™ Lockers within Division 10 and would like to provide my information to any potential bidders who attended.

Response: The Pre-Bid Teleconference list is attached (Attachment B).

ITEM NO. 14: Inquiry: Myself and Peter Pavlov of Skyline attended the pre-bid meeting this past Tuesday. We joined late, didn't know if the attendee list would be published?

Response: The Pre-Bid Teleconference list is attached (Attachment B).

ITEM NO. 15: Inquiry: We are preparing a proposal for the subject project for the Division 08 Doors and Hardware. At this time we only have one of the GC's bidding this project and we'd like to submit our proposal to all bidders. Can you share a complete bidders list?

Response: The Pre-Bid Teleconference list is attached (Attachment B).

ITEM NO. 16: Inquiry: I noticed that in drawings A3.3, A4.4 and A5.2, full-height cavity wall drainage material is called out for the Washington County Public Safety Training Center. The specifications are calling for only a flashing level drainage material. Could you please clarify if the cavity wall drainage material is supposed to be full-height for the project?

Response: We have both types of cavity drainage material on the project. The flashing level drainage as you call it is the perimeter of the building where masonry is used with a larger wall cavity, and as detailed on 1/A5.1. The full height cavity wall drainage occurs at masonry walls outside the building footprint where a smaller cavity is used and as detailed on 1/A5.2 and as indicated on drawings A3.3 and A4.4.

ITEM NO. 17: Inquiry: A site review shows a pile of topsoil to the rear of the building off the south west paving.

Is this material available to the GC for touch up grading after building construction disturbance?

Response: The site contractor has plans to remove all stockpiles from the work area.

ITEM NO. 18: Inquiry: Not knowing the site contractors compaction specifications, who is responsible to confirming the 3000 PSF soil bearing capacity has been accomplished?

Response: The contractor for this contract is responsible.

ITEM NO. 19: Inquiry: The issuance of a Maryland sales tax exemption number is confusing. This number is applicable for buying materials and supplies directly from vendors. Capital Improvement projects are rarely exempt. Please clarify.


(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)

Response: See ITEM NO. 9 above in this Addendum.

ITEM NO. 20: Inquiry: With the addition of MBE to the bidding requirements, we ask for a bid extension. We need to have sufficient time to make contact with MBE companies and to allow for MBE companies to respond to the bid invitation.

Response: See ITEM NO. 4 above in this Addendum and the Invitation to Bid document, Page 002000-3. There is no change to the bid due date at this time.

By Authority of:



Rick F. Curry, CPPO
Director of Purchasing

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Tele-Conferences
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21784

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Public Safety Training Center

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Tele-Conferences

Public Safety Training Center

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Name				
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Grant Fundamentals

State Policies and Requirements

To ensure that State funds are spent equitably and for the benefit of all taxpayers, the Board of Public Works strongly urges you to be mindful of important State policies and requirements while you plan and implement your capital project. Failing to comply with requirements, policies, and procedures or with the terms of your specific bond bill may result in the delay or loss of grant funds.

Minority Businesses. Minority Business Enterprises (MBEs) are available to provide all kinds of goods and services related to your grant project. The State's goal is to achieve at least 29% certified MBE participation in its own contracting.² We urge you to solicit and hire certified MBEs for all your contracts, especially those funded by State grants. You may obtain a list of Maryland-certified MBEs from the Maryland Department of Transportation, Office of Minority Business Enterprises at 410-865-1269. Contact the Governor's Office on Minority Affairs at 410-767-8232 for more information about MBE participation on your project.

Resident Businesses. State grants not only benefit the grant recipient but can also serve as an economic engine. We encourage you to solicit and hire Maryland resident businesses to design and construct your grant project. A resident business is a business that has a Maryland address, is registered to do business in the State, employs Maryland residents, and regularly conducts business within Maryland.

Prevailing Wage Requirements. Whenever a capital project in the amount of \$500,000 or more is at least 50% State-funded, the State Prevailing Wage Law applies.³ You or your project architect or engineer must obtain the prevailing wage rate for the project from the State Commissioner of Labor and Industry. (See the Contacts section at page 20.) When this requirement applies, you will have to certify to the State that you used the appropriate wages. To view the prevailing wage rates visit DLLR [website](#).

Providing our Workers Education and Readiness (POWER Apprenticeship Act). The act requires contractors and some subcontractors on grant funded public work contracts, to (1) participate in an apprenticeship training program, (2) make payments to a registered apprenticeship program or to an organization that operates registered programs for the purpose of supporting the programs, or (3) to contribute to the fund. Applies to grant amounts of \$1.0 million or more for contracts that are \$500,000 or more. If the prevailing wage requirement applies then this requirement is not applicable.⁵

Maryland Historical Trust Requirements. The Maryland Historical Trust determines whether your project will have significant adverse effects on historic properties and will help you develop measures to avoid, mitigate, or reduce significant adverse effects.⁴ You must contact the Trust early enough to allow adequate time to resolve any historic-preservation concerns before you begin your project. The Trust must finish your consultation before the State will disburse funds to you. Funds will not be released until the Trust has issued a letter stating that its review of your project is complete **and** that it does not object to the release of funds. (See the Contacts section at page 20.)

² Annotated Code of Maryland, State Finance and Procurement Article, §§ 14-301–14-308

³ Annotated Code of Maryland, State Finance and Procurement Article, §§ 17-201–17-202

⁴ Annotated Code of Maryland, State Finance and Procurement Article, §§ 5A-325

⁵ Annotated Code of Maryland, State Finance and Procurement, §§ 17-6A-01 through -06



Roofs. If you spend grant funds on roofing projects, you must comply with the same State roofing policy that we use for State buildings. Any roof purchased with State funds must have at least a 20-year, no-dollar-limit warranty. In the case of new construction, the proper roofing system is to be determined on the basis of a 60-year life cycle cost analysis. In the case of roof replacement projects, analysis of the proper roofing system must consider all relevant factors, including span dimension, structural condition, foundation design and capacity, roof top equipment, costs, and so forth.

Religious Purposes Prohibited. You may not use any project funds (State or matching) to further sectarian religious instruction or in connection with sectarian religious buildings or programs. If your bond bill includes language prohibiting expenditures for religious purposes, you must sign the Affidavit Not to Use Funds for Religious Purposes.

Forest Conservation. The Forest Conservation Program applies to construction activities on land greater than 40,000 square feet.⁶ (See the Contacts section at page 20 .)

Debarred Businesses. The Board of Public Works will not permit a grant recipient to spend State funds on an individual or firm that is suspended or debarred from entering into contracts with the State.⁷ You must check the debarment list for all prospective contractors. The list of debarred and suspended contractors is available on the Board of Public Works [website](#).

Maryland Correctional Enterprises. Furniture & Equipment. Maryland Correctional Enterprises – a State organization providing meaningful work experiences for inmates – manufactures and sells various furniture and equipment. If you are purchasing eligible furniture and equipment, please check to see if Maryland Correctional Enterprises can meet your needs. (See the Contacts section at page 20.)

High Performance Buildings. The State encourages the use of green building technologies to construct and renovate buildings and other capital projects.⁸

Financial Disclosure. The State requires that every business that enters into contracts, leases, or other agreements with the State or its agencies during a calendar year under which the business is to receive in the aggregate \$200,000 or more shall, within 30 days of the time when the aggregate value of the contracts, leases or other agreements reaches \$200,000, file with the Maryland Secretary of State certain specified information to include disclosure of beneficial ownership of the business.⁹

Matching Funds. No part of the grantee's matching fund may be provided, either directly or indirectly, from funds of the State, whether appropriated or unappropriated. This includes State funded property acquisitions, State grants or any other property obtained with grant funds.¹⁰

⁶ Annotated Code of Maryland, State Finance and Procurement Article, §§ 3-602, 3-602.1

⁷ Annotated Code of Maryland, Natural Resources Article, §§ 5-1601–5-1613

⁸ Annotated Code of Maryland, State Finance and Procurement Article, §§ 16-101–16-312

⁹ Annotated Code of Maryland, State Finance and Procurement, § 13-221

¹⁰ Annotated Code of Maryland, State Finance and Procurement, § 8-117