

NOTICE TO CONTRACTOR

SPECIAL BIDDING INSTRUCTIONS. The Plans show two different alternates for the abutments and wing walls. The Contractor has the opportunity to construct the abutments and wing walls using either a cast-in-place or precast concrete alternate. Included in the plans are alternate details for both options. Regardless of the alternate selected, the Contractor shall construct their alternate at no additional cost to the Administration, and no additional time shall be added to the incentive/disincentive article included elsewhere in this Invitation for Bids.

The Contractor shall indicate on the Proposal Form the alternate upon which the bid is based as follows:

- (a) On the last page of the Schedule of Prices, the Contractor shall indicate the substructure concrete alternate which the bid is based upon by checking the appropriate box. The Plans indicate alternates to precast only portions of the abutments and wing walls. If the Contractor intends to precast any portion of the abutments or wing walls, the Contractor shall check the Precast Alternate. The Contractor check the cast-in-place alternate only if they intend to cast-in-place the entire abutments and wing walls.
- (b) After bidding, the accepted low bidder may elect to change the alternate that they select. The Contractor shall submit this change in writing to the District Engineer for approval.
- (c) The bid will not be considered irregular if the boxes for the alternates at the end of the Schedule of Prices are not completed. However, all other information within the Federal Proposal Form Packet needs to be completed. If the alternate is not selected at the time of bidding, the accepted low bidder shall submit which alternate they intend to construct in writing to the District Engineer prior to the Notice to Proceed.

ROADWAY COMPLETE INCENTIVE. The Contractor's attention is directed to the Incentive/Disincentive article included elsewhere in this Invitation for Bids. A Roadway Complete Incentive item has been included in the Schedule of Prices that allots the maximum incentive payment for this project. The price shall not be changed and shall be included in the sum of the Contractor's bid; however, the price is exempt from the Contractor's MBD/DBE goal on this Contract.

PROJECT SCHEDULE. Section 109 shall only be required when a CPM Project Schedule item is included in the Schedule of Prices. Otherwise, all Project Schedules shall conform to Section 110.

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NOTICE TO BIDDERS. The Proposal Form Packet in this Invitation for Bids requires the following information be submitted for the Bidder and each firm quoting or considered as subcontractors:

- (a) Name of firm.
- (b) Address of firm.
- (c) MBE, Non-MBE, DBE, or Non-DBE.
- (d) Age of firm.
- (e) Annual gross receipts per last calendar year.

Note that there are provisions for submitting copies for additional subcontractors, and that an “X” is required to indicate whether or not additional copies have been submitted.

AFFIRMATIVE ACTION PLAN (AAP) CONTRACT GOALS. In order to be in compliance with the revised MBE/DBE laws effective October 1, 2004 the bidder is required to complete the AAP information on pages 17, 18, 19, 20, and 21 of 25 of the Contract Provisions, Proposal Form Packet—Federal, or complete the AAP information on pages 16, 17, 18, 19 and 20 of 25 of the Contract Provisions, Proposal Form Packet—State, or complete the AAP information on pages 17, 18, 19, 20, and 21 of 26 of the Contract Provisions, Proposal Form Packet—State Small Business Reserve Procurement. Failure to complete the information may be grounds for the bid to be declared non-responsive.

BOOK OF STANDARDS. The Book of Standards for Highway and Incidental Structures is now available only on the Administration’s Internet Site at www.marylandroads.com. The Book of Standards can be located by clicking on Business with SHA; Business Standards and Specifications; and Book of Standards for Highway and Incidental Structures. Hard copies of the Book of Standards will no longer be sold in the Cashiers Office and hard copy distributions of the Standard updates will no longer be made.

PAVEMENT SURFACE PROFILE. The Pavement Surface Profile requirements will not be required for this project.

MAINTENANCE OF TRAFFIC FOR PILE DRIVING. The Contractor is alerted to the fact that temporary lane closures will be required during the pile driving operation. All traffic control items for the pile driving operation including signs, barriers, crash cushions, channeling devices, flaggers, etc. will not be measured but will be paid for at the Contract lump sum price for the Maintenance of Traffic item.

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STEEL SHEET PILING. The Contractor is alerted to the fact that the steel sheet piling may have long lead times for material acquisition and could jeopardize the project schedule. To avoid delays in the project schedule, it is recommended that the Contractor follow the Early Submissions procedure below for obtaining this material.

PILE DRIVING OPERATIONS. The Contractor will be allowed to perform pile driving operations between 7:00 am and 10:00 pm only.

EARLY SUBMISSIONS. The last sentence of the first paragraph of TC-5.02, "No work shall be started before receipt of the Notice to Proceed" shall not apply to the following:

After notification to the Contractor from the Administration that the Contractor is the apparent low bidder, the Contractor will be permitted to provide a written request to the Engineer to submit documentation for materials sources and working drawings for any items of work that have a long lead time and could jeopardize the project schedule. Upon written approval from the Engineer the Contractor may submit the applicable documentation to the Engineer.

Should the Contract not be awarded to the apparent low bidder who meets the requirements of the Contract, GP-8.10 will apply for all costs accrued for the preparation and approval of the working drawings and any resultant material purchase approved by the District Engineer and steel fabricated in conformance with the approved working drawings between the date the Contractor received notice of apparent low bidder and the date of notice that the apparent low bidder will not be awarded this Contract.

Should this Contract not be awarded to the apparent low bidder due to failure of the Contractor to comply with all award and execution requirements, all costs accrued for the preparation of the specific items and any resultant material purchased and steel fabrication shall be borne by the Contractor.

Failure of the Contractor to submit the early submissions will not be basis for delaying issuance of the Notice to Proceed or be considered a reason for a time extension.

RIGHT-OF-WAY STATUS. No right-of-way is required for this project.

PAYMENT OF STATE OBLIGATIONS. Electronic funds transfer will be used by the State to pay the Contractor for any Contract expected to exceed \$200,000 and any other State payments unless the State Comptroller's Office grants the Contractor an exemption.

Therefore, by submitting a response to this solicitation, the Bidder/Offeror agrees to accept payment by electronic funds transfer unless the State Comptroller's Office grants an exemption.

Prior to the Award of the Contract the selected Bidder/Offeror shall register using the X-10 Vendor Electronic Funds (EFT) Registration Request Form. The instructions and the form are located on the internet at compnet.comp.state.md.us/gad.

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Any request for exemption shall be submitted to the State Comptroller's Office at the address specified on the X-10 form and shall include the business identification information as stated on the form and include the reason for the exemption.

REQUEST FOR INFORMATION. Any information regarding the requirements or the interpretation of any provision of the Contract Documents shall be requested, in writing, and delivered prior to the scheduled date of bid opening. Responses to questions or inquiries having any material effect on the bids will be made by written addenda sent to all prospective bidders. The Administration will not respond to telephone requests for information concerning this invitation for bids that would materially affect the bid.

Written requests for information or questions shall be addressed to:

Mr. Earle S. Freedman
Director, Office of Bridge Development
Attention: Joseph Navarra
Mail Stop C-203
707 North Calvert Street
Baltimore, MD 21202
or
FAX at 410-209-5002

Each request for information or questions shall include the Contract number and the name and address of the originator.