

REQUEST FOR BIDS
Pine Street Neighborhood Revitalization Project

Habitat Choptank is soliciting competitive bids from qualified subcontractors for the construction of infrastructure site improvements to support a new 12 home neighborhood located off of Camper Street in Cambridge, MD.

Bid documents are available online: www.habitatchoptank.org or by purchasing a copy through the Copy Shoppe located at 100 Market Square in Cambridge.

Bids will be accepted by Habitat Choptank until 3 PM ET, on Monday December 30th from qualified contractors. Bids will not be accepted after the above date and time. It is the bidder's responsibility to ensure timely delivery of their bid. Minority and women owned businesses are encouraged to apply. Bids may be hand delivered or delivered via FedEx/UPS to:

Habitat Choptank
Attn: JoAnn Hansen
29349 Maple Ave, Suite 3
Trappe, MD 21673

A Bidder's Conference will take place on Tuesday, December 3rd at 10am at 408 Camper Street. Bidders must participate in the mandatory bidder's conference.

Bids will be opened on or before Friday, January 10th and the selected contractor will receive a NOTICE OF AWARD. Upon receipt of the "NOTICE OF AWARD", the successful bidder has fourteen (14) business days to submit all required insurance certificates, permits, and licenses. Evidence of Workman's Compensation Insurance, and Liability must be furnished, along with W9 form.

The successful contractor shall comply with all instructions and shall perform services in a manner commensurate with the highest professional standards by qualified and experienced personnel. The successful bidder will be required to enter into a contract agreement for these services. This work is being financed, in whole or in part, through private funds, deferred loans and a grant provided by the federal government. Davis Bacon does not apply.

Bidders can be disqualified, even if they provide the lowest bid, if there is a history of non-performance, poor performance, litigation and/or arbitration relating to a previous contract with Habitat for Humanity Choptank or listed on the Federal Debarment List.

The right is reserved for Habitat Choptank to reject any or all bids; to waive any informality or irregularity not affected by law; to evaluate, in its absolute discretion, the bids submitted; and to award contract according to the bid which best serves the interest of Habitat Choptank.

BID INSTRUCTIONS

1. Bids, amendments thereto or withdrawal requests received after the time advertised for bid opening will be void regardless of when they are mailed.
2. Seal bids in an envelope and mark the outside of envelope Camper Street Project – ATTN: JoAnn Hansen.
3. Habitat Choptank reserves the right to reject any and all bids and to waive all technicalities.
4. Unless otherwise indicated, prices must be firm for ninety (90) days.
5. In the event tie bids are received, Habitat Choptank reserves the right to award as considered to be most advantageous to Habitat Choptank.
6. The successful bidder and their sub-contractors shall have a City of Cambridge business license and be properly licensed by the State of Maryland for their trade, prior to beginning work. Contractors listed on the Federal Debarment List are not eligible.
7. Successful bidder and their sub-contractors must obtain all applicable permits from the City and comply with all other state and local requirements.
8. Workmanship shall be in accordance with industry standards and applicable building codes (both Federal, State, and City of Cambridge). All workers must be supervised by the contractor and capable of performing assigned work in a satisfactory manner.
9. Bidders and/or their affiliates may not be on the Federal or State Debarred or Suspended Contractors List at any time during the bidding or project period.
10. All warranties and guarantees are to be left with Habitat for Humanity Choptank, along with any supplemental information needed to honor such warranties and/or guarantees.
11. Work should be scheduled between the hours of 7:00 a.m. and 4:30 p.m. Monday through Friday. The Contractor and Habitat Choptank must agree on other times.
12. Contractor shall not commence work under this contract until they have obtained all insurance required hereunder and such insurance has been approved by Habitat Choptank. In addition, the Contractor shall not allow any subcontractor to commence work on their subcontract until all similar insurance required of the subcontractor has been obtained and approved. Approval of the insurance by Habitat Choptank shall not relieve or decrease the liability of the Contractor hereunder.

Compensation and Employer's Liability Insurance: The Contractor shall take out and maintain, during the life of the contract, Workmen's Compensation and Employer's Liability Insurance for all of their employees to be engaged in work on the project under this contract, and in case any such work is sublet, the contractor shall require the subcontractor similarly to provide Workmen's Compensation and Employer's Liability Insurance for all of the latter's employees to be engaged in such work.

Bodily Injury and Property Damage Liability Insurance: The Contractor shall take out and maintain, during the life of this contract, such Bodily Injury Liability and Property Damage Liability Insurance, and Automobile Bodily Injury Liability and Property Liability Insurance, as shall protect him and any subcontractor performing work covered by this contract from claims for damages for personal injury, including accidental death, as well as from claims from property damage, which may arise from operations under this contract, whether such operations be by himself or by any subcontractors or by anyone directly or indirectly employed by either of them, and the amounts of such insurance shall be no less than:

Bodily Injury Liability Insurance in an amount not less than one million dollars (\$1,000,000.00) per occurrence and one million dollars (\$1,000,000.00) for each person for injuries, including wrongful death on any one person.

Property Damage Insurance in an amount not less than five hundred thousand (\$500,000.00) per occurrence and one million dollars (\$1,000,000.00) each aggregate.

Habitat Choptank, its officers and employees shall be named as an “additional insured” in the automobile and General Liability policies, and it shall be stated on the Insurance Certificate with the provision that this coverage “is primary to all other coverage Habitat Choptank may possess.”

Bid Itemization Sheet: It is necessary to bid all work scopes. Submit a price for each line item below. Bids include acknowledgement of receipt and agreement with the specifications and terms of the work to be performed, as given above.

Cost of Demo per plans and specs for the Camper Street Project, Cambridge Maryland:

Cost of Excavation and Embankment per plans and specs for the Camper Street Project, Cambridge Maryland:

Cost of Soil Erosion Control per plans and specs for the Camper Street Project, Cambridge Maryland:

Cost of Storm Drain per plans and specs for the Camper Street Project, Cambridge Maryland:

Cost of Sewer installation per plans and specs for the Camper Street Project, Cambridge Maryland:

Cost of Water installation per plans and specs for the Camper Street Project, Cambridge Maryland:

Cost of Roadway/Aggregate Base and Paving installation per plans and specs for the Camper Street Project, Cambridge Maryland:

Cost of Curb and Gutter installation per plans and specs for the Camper Street Project, Cambridge Maryland:

Cost of Underground Power installation per plans and specs for the Camper Street Project, Cambridge Maryland:

Cost of sidewalks and driveway aprons per plans and specs for the Camper Street Project, Cambridge Maryland:

Cost of Street Lighting installation per plans and specs for the Camper Street Project, Cambridge Maryland:

Cost of Performance Bonding for 100% installation per plans and specs for the Camper Street Project, Cambridge Maryland:

Total Cost of Camper Street Project infrastructure per plans and specs:

Documentation required with this submittal:

- Attended pre-construction meeting and signed in.
- A signed, dated, and completed copy of Habitat for Humanity Choptank scope of work.
- Contractor Proposal on company letterhead signed and dated.
- Current copy of the contractor's Licenses.
- Current copy of the contractor's Certificate of Liability Insurance.
- Current copy of the contractor's Workers Compensation Insurance.
- Two References of related work
- Bid bond of 5% of the Bid.

The Owner upon selection of the winning bid will execute a contract with Habitat for Humanity Choptank which requires a retainage in the amount of 5% be withheld by Habitat for Humanity Choptank from all progress payments made to contractor. Retainage shall be released to contractor upon completion of all requirements for final payment. Contractor shall be required to obtain a performance bond for 100% of the contract price.

Bid Submitted By:

Company Name:

Date:

Authorized Representative Name:

Signature