



City of Mount Rainier

Department of Public Works

3715 Wells Avenue, Mount Rainier, MD 20712
Telephone: (301) 985-6583: Fax (301) 779-4485

Street Improvement and Neighborhood Revitalization

Invitation to Bid

DATE: September 27, 2016

TO: All Prospective Bidders

RE: Street Improvement and Neighborhood Revitalization

Dear Prospective Bidder,

The City of Mount Rainier invites responsible and responsive bids from qualified construction companies for asphalt repairs of several streets for the Street Improvement and Neighborhood Revitalization Project,

Bids should be submitted to the following office:

RFP Street Improvement and Neighborhood Revitalization Program
Attention: Department of Finance
City of Mount Rainier
One Municipal Place
Mount Rainier, MD 20712

The Bidder who is selected for contract award will be required to submit a Certificate of Insurance prior to commencing any work on the project.

Please pay close attention to all of the requirements and instructions specified in the Instruction to Bidders section of this document especially the paragraphs pertaining to the award of the contract.

Finally, be aware that the City of Mount Rainier is sending this invitation out to interested companies. The receipt of this invitation to bid from the City in no way implies that the recipient is a responsible bidder. The City reserves the right to accept or reject any and all bids as deemed in the best interest of the City.

Any questions regarding this project should be directed to Kourosch Kamali, Director of Public Works, at kkamali@mountrainiermd.org.

Sincerely,

Kourosch Kamali
Director of Public Works
City of Mount Rainier

City of Mount Rainier

Street Improvement and Neighborhood Revitalization

Instructions to Bidders

The City of Mount Rainier is extending a Request for Proposal to all qualified companies to provide services for the Street Improvement and Neighborhood Revitalization Project, specifically for the milling and repaving and improvement of selected city streets for the street improvement project.

Background

The City of Mount Rainier is a historic Route 1 gateway community from Prince George’s County to Washington, DC at the District’s northeastern boundary. The City is approximately 1.7 square miles. Mount Rainier is primarily a residential community with single family homes and several large apartment developments (Kaywood Gardens, Queens Manor, and Queenstown) constructed in the 1940s. The City is home to a diverse population of about 8,500, with an average household income of about 60% of the Washington, DC metro area average. The City of Mount Rainier takes the lead on sustainability and is a Maryland Sustainable Community and a dedicated Tree City USA.

Mount Rainier is proud to be a part of the economic revitalization efforts of Prince George’s County. Mount Rainier is within the Gateway Arts District, an area designated by the state and county for revitalization through development of arts and entertainment oriented businesses. The City of Mount Rainier has developed several guiding documents for the community revitalization, sustainability, and the improvement and design of streets including the *City of Mount Rainier Mixed-Use Town Center Zone Design Plan*, as well as the *Mount Rainier Urban Green Infrastructure Master Plan*, and the *Mount Rainier Bicycle and Bikeways Master Plan*.

Project Description

The purpose of the project is to revitalize the neighborhoods in the City of Mount Rainier through street improvements. The project will improve the public services to low and moderate income residents of the City of Mount Rainier. The program will improve the city through street repairs and improvements for vehicles, pedestrians, and bicycles to foster pride in the community. The City of Mount Rainier has also conducted an Environmental Review and a Road Rating and Prioritization Study of the streets selected for the Street Improvement and Neighborhood Revitalization Project. Through the Road Rating and Prioritization study, the city has identified areas for street improvements for this phase of the Street Improvement and Neighborhood Revitalization Project. The City will hire a construction contractor to develop the construction drawings for the improvements, and will work with the firm during construction to ensure successful completion of the project.

This program is funded for approximately \$134,000 by the Prince George’s County Community Development Block Grant Program and is disbursed upon meetings all program requirements.

All work must meet design standards and abide by the federal rules and regulations of the program.

Summary of Work

Street improvement work includes sidewalk repairs, milling, and overlaying with hot mix asphalt. Bidders should assume that all streets in the City of Mount Rainier are concrete base roadways with asphalt surface course and alleys are gravel.

The streets to be included are 31st Street (between Arundel Road and Bunker Hill Road), Windom Road (between 31st and 32nd Street), 30th Street (between Queens Chapel Road and Arundel Road), Alley #1, Alley #19, and Church Lane.

Firm Expectations

The selected construction firm will be responsible and expected to accomplish the following tasks:

1. **Perform a full survey of the project site.** The selected construction firm will visit the project site and become familiar with the local conditions that may in any manor affect the performance of the work at the project site.
2. **Develop construction documents and cost estimates.** The construction firm will create construction drawing with specifications, along with cost estimates. The firm will be required to meet with the City to review the design and cost proposal.
3. **Work Schedule.** The construction firm will provide the City with a work schedule outlining the time it will take to complete the project, to include project walk-thru and final reporting.
4. **Permit Process.** This is a city project and therefore does not require any permits.
5. **Progress Meetings.** The construction firm will be required to attend progress meetings during construction. The frequency of the meetings may vary depending on need. The construction firm will be required to submit weekly progress reports via email to the Project Lead Contact: Kourosh Kamali, Director of Public Works, kkamali@mountrainiermd.org.
6. **Project Management and Inspections.** The construction firm will be required to have a designated engineer dedicated to the project, to monitor and answer questions on their work. All completed projects will be subject to third party inspections.
7. **Bid Submission.** The submission of a bid will serve as a representation by the bidder that he has complied with the requirements.

Proposal Submission

1. Site tours will be held Tuesday, October 4th at 11:00 am at Mount Rainier City Hall. Site visits are encouraged but not required.
2. Return to:
RFP Street Improvement and Neighborhood Revitalization Program
Attention: Department of Finance
City of Mount Rainier
One Municipal Place
Mount Rainier, MD 20712
3. Submit three (3) copies of all material bound into a single document (if submitting hardcopy)
4. Electronic copies are also accepted and strongly preferred. Proposals should be emailed to the Director of Public Works kkamali@mountrainiermd.org, **Subject: Bid Street Improvement and Neighborhood Revitalization Program** or submitted through eMaryland Marketplace.
5. Bids will be received until 10:00 am, Thursday, October 13th, 2016.
6. Bids will opened publicly in the Council Chambers at 11:00 am, Thursday, October 13th, 2016.
7. Questions should be sent to kkamali@mountrainiermd.org **Subject: Questions Street Improvement and Neighborhood Revitalization Program** by Tuesday, October 4th and responses will be posted by Wednesday, October 5th 2016.

Bid Package Format

The project bid proposal shall be presented in a lump sum. Each Bidder's package shall contain the following:

1. Contractor's Qualifications Statement, AIA form A-305
2. Non Collusion Affidavit
3. Non-Conviction Affidavit
4. Affidavit of Statement of Ownership
5. Certification of compliance with fair labor standards
6. Bid Bond

Bid Bond

A bid bond, in the amount of 5% of the bid price for the base bid only must accompany each bid, payable to the City of Mount Rainier. The check or bond of the bidder to whom the contract is awarded will be forfeited to the City as liquidated damages in case the contract and bond are not executed within twelve days after receipt by the bidder of the contract for execution. Should the bidder awarded the contract fail to execute the contract and bond within the time stipulated, the award may be declared void and the contract awarded to another responsible bidder, and such bidder shall conform to the stipulations hereinbefore set forth as though he/she were the original party to whom the award was made, or the City may reject any or all of the proposals, for such reason as they may deem proper.

Bond

The successful bidder awarded the contract will be required to furnish Performance and Payment bonds each in the full amount of the Contract.

Right of City to Reject Proposals

The City of Mount Rainier reserves the right to reject late proposals. Extensions requested in advance of the deadline will not be considered. The City of Mount Rainier reserves the right to reject any and all submittals, as well as the right to waive informalities. The City of Mount Rainier reserves the right to issue written notice to all participating firm of any change in the qualification submission schedule should the City determine, in its sole discretion, that changes are necessary. The City's receipt of any qualification submitted pursuant to this Request for Proposal shall constitute any implied intent to enter into a contract for construction services.

Liquidated Damages

The successful Bidder must agree to commence the work on a date to be specified in a written "Notice to Proceed" from the City and to fully complete the Project by December 31, 2016. Bidder must also agree to pay as liquidated damages, the sum of one thousand dollars (\$1,000.00) per calendar day, for each consecutive calendar day of delay.

Tax

The Bidder shall not include sales and use taxes in his proposal. The City of Mount Rainier has tax-exempt status as follows:

1. Federal excise tax exemption No 52-6000-800.
2. Maryland tax exemption No. 30001243.

3. The Contractor shall include in his bid and shall make payment of all taxes now in force or which may be enacted during the progress and completion of the work for which the Contractor may be responsible, except for Federal excise and District, Virginia, and Maryland sales taxes stated above.
4. The Contractor shall be responsible for the payment of all payroll taxes and contributions for unemployment insurance and old age pensions and annuities which are measured by the wages, salaries or other compensation paid to the employees of the Contractor.
5. Acceptable evidence shall be submitted quarterly to the City that the Taxes required to be withheld by the State of Maryland or the United States have been withheld and paid into lawful depository.
6. The Contractor's bond in specific terms shall agree to indemnify the City against loss and costs should the Contractor fail to comply with the preceding paragraphs.

Basis of Contract Award

The successful bidder for the purpose of this contract shall be the conforming responsible and responsive bidder offering the lowest total for the bid and experience. After the successful bidder has been determined by this method, the contract award amount will be determined by the funding available at the time the contract is awarded. Quantities may be increased or decreased in order to adjust the contract award amount. Unit prices will be applied to actual quantities ordered hereunder. The basis of the award will be on the City's decision to accept or not accept the specified base bid items.

Determination of Contract Award

The procurement officer or the Director of Public Works will award the contract to the lowest responsible and responsive bidder. In determining the bidder's responsibility the procurement officer shall consider the following:

1. The ability, capacity, and skill of the bidder to perform the contract or provide the service within the time specified and,
2. The character, integrity, reputation, judgement, experience, and efficiency of the bidder,
3. The quality of performance of previous contracts and services and,
4. Previous or existing compliance by the bidder with laws and ordinances related to previous contracts with Prince George's County or the City of Mount Rainier or to bidder's employment practices and,
5. The sufficiency of the financial resources and the ability of the bidder to perform the contract or provide the services.

Required Qualifications

To demonstrate qualifications for the Project, each bidder must submit in the bid package a modified AIA A305 – Contractor's Qualification Statement including a list of previous projects completed.

1. Bidders should have at least ten years' experience with municipal or county road construction preferably in the State of Maryland.
2. Bidders must have at least five years successful experience with roadway construction in Prince George's County including standard concrete construction for curbs and gutters, driveway aprons and sidewalks.

Interpretations

All questions about the meaning or intent of the Contract Documents shall be submitted to the City in writing. Replies will be issued by Addenda mailed or delivered to all parties recorded by the City as have received the Bidding Documents.

City of Mount Rainier Responsibilities

Project Administration

All financial disbursements and reimbursements made in association to an aspect of the project will be under control of the City of Mount Rainier. The City of Mount Rainier will submit regularly schedule quarterly status reports to all reporting agencies, as well as maintain all fiscal records. The City of Mount Rainier will ensure that all employment wage practices are followed in accordance with all federal regulations (i.e. Davis-bacon).

Project Team

The City's Director of Public Works will be the staff contact for the project and will be available to answer questions in all aspects of the project

The project is administered by a project team which consists of the following individuals.

Director of Public Works, Kourosh Kamali, will oversee the project and review the procurement and construction process.

Public Works Assistant Project Manager Jessica Love, will assist with the project management, procurement, and reporting.

Director of Economic Development, Samantha Olatunji, will be assisting with reporting and record keeping.

Treasurer, Vijay Manjani, will assist with procurement and contract negotiations, and contract payments

Chief of Police, Michael Scott, will assist with traffic management and Public Safety

Code Enforcement Director, Ray Watkins, will assist with city permits and inspections

City Services

The City will be responsible for providing the selected construction firm with information about the project area boundaries and providing base maps, which may be limited, and copies of existing studies and or plans.

Requirements

Federal Requirements

This is a federally assisted project utilizing funds under the Housing and Community Act of 1974. Work performed in carrying out a federally funded project is subjected to the following Federal laws and regulations:

Housing and Community Development Act of 1974, Public Law 93-383, as amended; Section 3 of the housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u; 24 CFR Part 135 (Economic Opportunities for Low- and Very Low-Income Persons); Executive Order 11246 (Equal Employment Opportunity); Clean Air Act of 1963, 42 U.S.C. 1857, as amended; 40 CFR Part 15 (Anti-Pollution Standards); **Davis-Bacon Act**, as amended, 40 U.S.C. 276a-276a-5, 298 CFR Parts 1, 3, 5, 6, and 7; Copeland (Anti-Kickback) Act, 48 Stat. 948, 40 U.S.C. 276(c); Contract Work Hours and Safety Standards Act of 1973. Additional provisions may apply depending upon the nature of the work to be performed and the contract price. All of the above provisions are more fully described in the "General Conditions" sections of the contract documents.

All procurement transactions will be conducted in a manner providing full and open competition consistent with the HUD standards, Sec. 85.36 and 24 CFR Part 85 and the City of Mount Rainier's procurement policy.

This project is subject to **Davis-Bacon Act**, as amended, 40 U.S.C. 276a-276a-5, 29 CFR Parts 1, 3, 5, 6, and 7. Thus, Davis-Bacon Act federal minimum wage standards apply. The federal minimum wage rates for this project are attached.

Equal Opportunity

The city is an EOE employer. The city reserves the right to reject proposals for any reason.

ADA Non Discrimination Statements

No Contractor who is the recipient of County funds, or who proposed to perform any work or furnish any goods under this agreement shall discriminate against any worker, employee, or applicant, or any member of the public because of religion, race, sex, age, physical or mental disability, or perceived disability. Discriminatory practices based upon the foregoing are declared to be contrary to the public policy of the County. Contractor agrees to be in full compliance with the federal mandates of the Americans with Disabilities Act. Contractor further agrees that this article will be incorporated by the Contractor in all contracts entered into with supplies of material or services; and contractors and subcontractors and all labor organizations, furnishing skilled, unskilled and craft union skilled labor, or who may perform any such labor services in connection with this contract.

Prince George's County government at the City of Mount Rainier do not discriminate on the basis of a disability in the admission or access to, or treatment of, or employment in, its programs, activities, or services. Information concerning the provisions of the Americans with Disabilities Act (ADA) and the rights provided there under are available from the County ADA Coordinator.