

INVITATION FOR MULTI-STEP BIDS

**CONTRACT NO. MAA-MC-20-011**

**Automated Parking Guidance System Maintenance and Repair at  
Baltimore/Washington International Thurgood Marshall Airport**

Sealed Multi-Step Bids for the Maryland Department of Transportation Maryland Aviation Administration (MDOT MAA) titled **Automated Parking Guidance System Maintenance and Repair at Baltimore/Washington International Thurgood Marshall Airport (BWI Marshall)** as found in **Contract No. MAA-MC-20-011** shall be submitted to the MDOT MAA's Purchasing and Materials Management Section (PMMS), 7005 Aviation Blvd, Glen Burnie, Maryland 21061, until **2:00:00 p.m.**, local time, **October 10, 2019. Positively no bids shall be received after 2:00:00 pm.** Price bids from Contractors that are deemed acceptable will be publicly opened and read aloud on **October 17, 2019 at 2:00pm** in the PMMS Training Room, 7005 Aviation Blvd, Glen Burnie, Maryland 21061.

NOTICE TO BIDDERS: Use of UPS, U.S. Mail or other delivery services may delay delivery. Bids sent by U.S. Postal Service should be addressed to MDOT MAA, P.O. Box 8766, BWI Airport, MD 21240-0766, Attention: Andrew Antlitz, PMMS. Late bids, late requests for modifications or late requests for withdrawal will not be considered. U.S. Postal Service mail is not received at the Office of Procurement. Hand or Commercial Delivery is recommended, and should be delivered to 7005 Aviation Blvd. Glen Burnie, MD 21061. MAA is not responsible for bids received late and shall not accept any bids that are late if sent by U.S. Postal Service, or delivered by commercial delivery.

The work to be performed under this contract consists of all necessary supervision, labor, materials, tool, equipment, insurance and expertise for the Automated Parking Guidance System Maintenance and Repair for the Baltimore/Washington International Thurgood Marshall Airport (BWI Thurgood Marshall) in accordance with the specifications including all accessories and incidentals necessary to perform the work.

1. The Contractor must have two (2) years of experience as a company working in the Automated Parking Guidance System (APGS) and be specifically familiar with the Schick APGS at a comparable commercial or institutional facility similar in size and complexity to BWI Thurgood Marshall Airport. (Note: experience in parking payment systems will NOT be considered relevant.) The Administration shall not accept the experience of individual employees or combinations of employees as company experience. The contractor shall submit documentation demonstrating the two (2) years of experience, including company, address, contact person, telephone number, term of contract, description and amount.
2. The Contractor's personnel shall meet the following minimum qualifications: Service Manager/Senior APGS Technician – Two (2) years of experience maintaining an APGS

system and one (1) year of experience managing a maintenance program of similar scope and complexity.

3. APGS Technician – Technicians that are trained in the repair and maintenance of a Schick APGS system, components, and software application. APGS Technicians shall have two (2) years of experience maintaining an APGS system.
4. References shall be provided with contact information including name, phone number, dates (mm/yy to mm/yy), and e-mail address
5. APGS Helper – Helpers that have a basic knowledge of APGS Schick systems and can provide assistance to the Technicians.

**The award of this Multi-Step Bid shall be made to the responsible bidder whose technical submission is determined to be acceptable to the State and is the lowest responsive bid.**

NOTICE TO BIDDERS: Each Bidder, before submitting a bid shall become fully informed as to the extent and character of the work required. No consideration shall be granted for any alleged misunderstanding of the material to be furnished or work to be done. The submission of a bid is an agreement with all of the items and conditions referred to herein.

Plan, Specifications and other contract documents may be examined without charge at the MDOT MAA's Office of Procurement, Second Floor, 7001 Aviation Boulevard, Glen Burnie, MD 21061.

A Pre-Bid Meeting will be held at **10:00:00 a.m. on September 26, 2019** for interested Bidders, at 7005 Aviation Blvd, Glen Burnie, Maryland 21061 at PMMS Training Room. Attendance at this meeting is not mandatory, but recommended.

NOTICE TO BIDDERS: If any prospective Bidders are physically impaired and are planning to attend the Pre-Bid or Bid Opening Meetings, please call ahead to 410-859-7473 (Office of Procurement), 410-859-7111 (MAA Communications Center), or 410-859-7227 (TDD) to advise of any reasonable accommodations required.

Each Bid (Section P), if in the amount of \$100,000 or more, must be accompanied by a Bid Bond (Section L) in the amount of 5% of the total contract price. **If a Bidder fails to submit these documents, the MDOT MAA may deem the bid non-responsive.** The Bid/Proposal Affidavit (Section M) shall also be submitted with each bid.

A Performance Bond in the amount of 50% of the contract price is required of the successful Bidder. The Performance Bond may be annualized (see SP-1.04). Assistance in obtaining Bid, Performance and Payment bonds may be available to qualifying businesses through the Maryland Small Business Development Financing Authority (MSBDF). See SP-1.06 for more details.

NOTICE TO BIDDERS: In accordance with Code of Maryland Regulations (COMAR) 21.05.02.16, to receive a contract award, a Bidder must be registered on eMaryland Marketplace

as a vendor. To register on eMaryland Marketplace, go to the Department of General Services Website at <https://procurement.maryland.gov/>

MDOT MAA has determined there is no MBE subcontract participation goal on this procurement.

The MDOT MAA hereby notifies all Bidders that in regard to any contract entered into pursuant to this advertisement, certified MDOT Minority Business Enterprise (MBE) firms shall be afforded full opportunity to submit bids in response to this notice and shall not be subjected to discrimination on the basis of race, color, sex, or national origin in consideration for an award. MBE firms are encouraged to respond to this solicitation notice.

**NOTICE TO BIDDERS:** The MDOT MAA has determined under the Maryland Living Wage Law (SP-1.56), the contract resulting from this solicitation has been deemed to be a **Tier 1** contract.

By submitting a response to this solicitation, a vendor shall be deemed to represent that it is not in arrears in the payment of any obligation due and owing the State of Maryland. This includes the payment of taxes and employee benefits, and that it shall not become so in arrears during the term of the contract if selected for contract award.

By submitting a response to this solicitation, the Bidder agrees to accept payments by electronic funds transfer unless the State Comptroller's Office grants an exemption. The selected Bidder shall register with the EFT Registration, General Accounting Division form using the COT/GAD X10 Vendor Electronic Funds (EFT) Registration Request Form, available at <http://compnet.comp.state.md.us/gad/pdf/GADX-10.pdf>. Any request for exemption must be submitted to the State Comptroller's Office for approval at the address specified on the COT/GAD X-10 form and must include the reason for exemption.

Questions regarding the Electronic Funds Transfer should be referred to the Office of the Comptroller, General Accounting Division, 80 Calvert Street, Room 200, Annapolis, Maryland 21401, (410) 260-7820 or [mmcmahon@comp.state.md.us](mailto:mmcmahon@comp.state.md.us).

The MDOT MAA reserves the right to reject any and all bids and/or waive technical defects if, in its judgment, the interest of the Administration may so require.

If there are any questions regarding this contract, please contact via email:

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