

# INVITATION TO BID

## THE TOWN OF CHEVERLY, MARYLAND,

requests bids from qualified contractors for

### Storm Drains Repairs & Improvements



**TOWN OF CHEVERLY  
6401 Forest Road  
Cheverly, MD 20785**

**May 8, 2024**

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## INVITATION TO BID

**THE TOWN OF CHEVERLY, MARYLAND**, requests bids from qualified contractors for: **Storm Drain Repairs and Improvements**

### **Bid No. 2024-01**

Contract Bid documents may be obtained online at [www.cheverly-md.gov](http://www.cheverly-md.gov) or via email from the Cheverly Public Works at: [secretarypublicworks@cheverly-md.gov](mailto:secretarypublicworks@cheverly-md.gov)

Sealed proposals addressed to the Town of Cheverly, Maryland, 6401 Forest Road Cheverly, MD 20785, will be received at the Town Hall front desk **until 2:00 pm on May 31, 2024**. The Town reserves the right to reject any or all bids in part or in full and waive any technical information as may best serve the interest of the Town.

A Pre-Bid meeting will be held at Town of Cheverly, Town Hall, 6401 Forest Road, Cheverly, MD 20785 May 15, 2024 at 11:00 AM. Bidders are encouraged to visit the construction sites before the Pre-Bid meeting.

Minority, Female and Disadvantaged Business Enterprises are encouraged to bid. The Town is an Equal Opportunity Employer, and observes all Federal Regulations including Section 3-504 and A.D.A.

Contact the Town Public Works Director, Mr. Steve Brayman, at 301-773-2666 if you have any questions.

The Engineer for this project is Mike Clar with Ecosite, Inc., and can be reached at [mclar@ecosite.pro](mailto:mclar@ecosite.pro) or at (410) 804-8000.

### - NOTICE TO BIDDERS -

1. You must be registered with the State of Maryland Tax Commission.
2. It is required that you put your identification number (from the U.S. Treasury #941) on the summary sheet.
3. You are required to comply with Section 16D, Article 78 A of the State of Maryland code.



**General Vicinity Map of the Project**

# **SPECIAL PROVISIONS**

## **1. GENERAL**

1.01 This is to advise the Contractor that all work covered by this Contract shall be performed in accordance with the "**General Specifications and Standards for Highway and Street Construction of the Department of Public Works and Transportation, Prince George's County, Maryland**" revised March, 2012, (except as modified by the attached contract plans) and hereinafter called **General Construction Specifications** and that said specifications are hereby made part of this contract.

1.02 These Special Provisions are hereby made part of this Contract. In case of any conflict with any part of these specifications, the Special Provisions shall govern, except as modified by the attached plans. The various items under this Contract shall be paid for as set forth in the Bid or Proposal.

1.03 No night, Saturday, Sunday or Legal Holiday work requiring the presence of Engineer or Inspector will be permitted, except in case of an emergency and/or with written permission of the Engineer. The Contractor shall notify the Engineer at least two days in advance of such holiday, Sunday or night that he desires to work, stating the place where said work will be conducted.

1.04 The Contractor shall be held responsible for the preparation of a project schedule which will enable him to complete the work under this contract in the time specified, in accordance with the Special Provisions.

1.05 In case of any conflict with any part of these specifications and Prince George's County Specifications, the Engineer will be the sole authority as to the proper procedure to follow. The various items under this Contract shall be paid for as set forth in the Bid or Proposal.

## **2. SCOPE OF WORK**

2.01 It is the purpose of this Contract to provide repairs and improvements as specified in the Construction plans that will bring the existing storm drain systems into compliance with DPW&T standards and specifications. As shown on the plans this work will include the following streets.

- Crestlawn Avenue
- Cheverly Circle
- Park Way, and
- Parkway Place alleyway

The scope of work includes the following activities:

- Project scheduling and reporting
- Providing Traffic Maintenance and Control as needed
- Providing Erosion and Sediment Control as needed
- Removal and replacement of non-compliant storm drainage structures
- Addition of on-site drainage improvements at 2302 and 2304 Crestlawn Avenue

### 3. TRAFFIC MAINTENANCE AND CONTROL

- 3.01 This is to advise the Contractor that he will be required to provide traffic control and maintenance as specified in the construction plans.
- 3.02 Any required lane closures shall occur between the hours of 8 AM and 4 PM, unless otherwise coordinated with the Town of Cheverly.
- 3.03 Roadway must be fully restored at the end of each work day.
- 3.04 A minimum of 12-foot lanes must be maintained throughout the work zone.
- 3.05 Traffic control devices must be in compliance with the latest MUTCD and MD SHA Book of Standards.
- 3.06 All warning signs not in use shall be fully covered with opaque material.
- 3.07 Traffic signs will not be placed where they will impede the path of pedestrians or motorists
- 3.08 All excavation which results in a pavement edge drop-off shall be in accordance with MD STD Nos. MD104.06.15 to MD 104.06-19
- 3.09 Contractor shall provide safe, clear and detectable path for pedestrians at all time during construction. Utilize MD 104.06-09A-D, as needed.
- 3.10 Only one side of the roadway shall be under construction at a time. Contractor shall provide safe, clear and detectable path for pedestrians at all time during construction. Utilize MD104.06-09A-D, as needed

### 4. EROSION AND SEDIMENT CONTROL

- 4.01 This is to advise the Contractor that erosion and sediment control practices will be implemented as, and where needed and in accordance with the **2011 Maryland Standards and Specifications for Soil Erosion and Sediment Control** (MDE, 2011) and that said specifications are hereby made part of this contract.
- 4.02 In case of any conflict with any part of these specifications, the 2011 Maryland Standards and Specifications for Soil Erosion and Sediment Control shall

govern.

## **5. CLEARING AND GRUBBING**

- 5.01 Clearing. The removal and disposal of trees, fallen timber and rotten wood, brush, shrubs, vegetation, rubbish, fences, and structures not specified in the Contract Documents for removal and disposal. Unless otherwise specified, clearing outside the LOD includes the removal of rubbish only.
- 5.02 Grubbing. An earth-disturbing activity, which includes the removing from the ground and disposing of all stumps, roots and stubs, brush, and debris.
- 5.03 Limits of Disturbance (LOD). The maximum allowable limit of earth disturbance as delineated in the Contract Documents. When not delineated in the Contract Documents, the LOD will be 10 ft beyond the top of cut, toe of slope, or limit of ditch excavation. Do not perform earth-disturbing activities beyond the LOD without authorization.
- 5.04 Limits. Clearing and grubbing is confined to the LOD and authorized modifications to the LOD. When indicated in the Contract Documents, the limit of clearing may include the area between the LOD and the right-of-way or easement lines.
- 5.05 Disturbed Area. An area where erodible material is exposed by construction activities.
- 5.06 Stabilization Measures. Activities that prevent erosion. These activities include the placement of temporary mulch, temporary seed, permanent seeding such as turfgrass establishment, soil stabilization matting, riprap, stone aggregate, and asphalt or concrete paving. The placement of one or more of these temporary or permanent stabilization measures to the satisfaction of the Engineer will meet the requirements for proceeding to the next grading unit or operation.

## **6. TREE FELLING AND STUMP REMOVAL**

- 6.01 Tree felling and stump removal involves cutting, herbicide treatment, stump removal, stump grinding, debris removal, and restoration of turfgrass in conformance with the pertinent Operation. When trees cannot be felled as a unit without danger to traffic or injury to other plants or property, remove the top in sections until the tree can be safely felled. One or more of the following Operations will be specified.  
Perform operations when soil moisture and weather conditions are suitable. Cease operations when conditions are unsuitable.
- 6.02 A Maryland Licensed Tree Expert (LTE) shall perform or directly supervise the Operations in conformance with the Maryland Roadside Tree Law, the Forest Conservation Act, and accepted arboricultural practices.

- 6.03 Mark trees to be felled. Obtain approval before beginning Operations.
- 6.04 Equipment and tools shall conform to accepted arboricultural practices.
- 6.05 Notify the Engineer at least 10 days before beginning Operations.
- 6.06 Felling and Stump Removal. Fell trees and remove the stumps or grind them to a depth at least 8 in. below the finished surface. Remove wood debris and stump grindings. Within 24 hours after removal or grinding, backfill the stump hole with topsoil to the surrounding soil level.

## **7. PUBLIC UTILITIES**

- 7.01 Attention of the Contractor is directed to the presence of: water, sewer, storm drain and gas mains; electrical wires and conduit; communication cables (both overhead and underground) and poles; and building service connections in the street in which the construction project is to be performed. The Contractor shall exercise special care and extreme caution in order to protect and avoid damage to utility company facilities as described in the preceding sentence.
- 7.02 The Contractor shall contact “Miss Utility” at 1-800-257-7777, 48 hours prior to start of excavation. If clearances are less than shown on this plan or twelve (12) inches, whichever is less, contact the engineer and the utility company before proceeding with construction.
- 7.03 Information concerning existing underground utilities was obtained from available records. The Contractor must determine the exact location and elevation of all existing utilities and utility crossings by digging test pits by hand, well in advance of the start of excavation

## **8. TEST PIT EXCAVATION**

- 8.01 Excavate and backfill test pits to determine the location of underground structures and utilities. Determine the location of underground structures and utilities by test pit excavation prior to excavation operations.  
Excavate test pits at the location and to the size and depth authorized. Backfill test pits as specified.
- 8.02 Test Pit Excavation will be measured and paid for at the Contract unit price per cubic yard for the material actually removed from within the limits specified. The payment will be full compensation for all excavation, tamped backfill, and all material, labor, equipment, tools, and incidentals necessary to complete the work. Any pavement to be replaced will be measured and paid for as specified in Section 106.



## 9. DRAINAGE STRUCTURES

- 9.01 Construct miscellaneous cast in place concrete or masonry drainage structures, furnish and install precast concrete drainage structures, and clean existing drainage structures including but not limited to inlets, manholes, junction boxes and risers.
- 9.02 Construction Sequence. Complete the underground drainage structures before placing the roadway surfacing. Manholes, catch basins, and inlets shall not be completed to final grade until the grading has been finished and all necessary arrangements have been made to ensure suitable connections and tie ins at proper grade and alignment with pavements, gutters, and curbs.
- 9.03 Castings. Set frames for grates and covers for inlets and manholes, in full beds of mortar and rigidly secure them in place to the specified grade and alignment.
- 9.04 Pipe Connections. Set or cut inlet and outlet pipes flush with the inside face of the structure. Extend them a sufficient distance beyond the outside face of these walls to provide for making proper connections. Completely and neatly close the joint around the pipe in the structure wall with mortar or other specified materials.
- 9.05 Drainage Structures. Provide two block-outs, each at least 8 in. diameter, in inlets And manholes for underdrains. Backfill with No. 57 aggregate for a width of 1.5 ft outside of the structure and extended from the bottom of the structure to the subgrade.
- 9.06 Precast Drainage Structures. For structures not detailed in the Contract Documents, submit working drawings for approval.
- 9.07 Certification. Certification from the manufacturer is required for each shipment of precast units. Provide a copy of the certification to the Engineer, the Laboratory, and the Contractor with each shipment. One copy shall remain at the plant. Include the name and address of the manufacturer, the type of structure, the identification number, the date of manufacture, the date of shipment, a statement indicating conformance with the Specifications, and the signature of the quality control manager. Mark the unit with the station number and designation, the identification number, the name or trademark of the manufacturer, the date manufactured, and stamp indicating conformance with the Specifications.  
Do not ship any precast unit without complete documentation showing that all materials meet specifications as specified in the Contract Documents; or without complete identification markings.  
Place and consolidate at least 6 in. of No. 57 aggregate bedding under the unit.
- 9.08 Clean Existing Drainage Structures. Clean existing drainage structures and dispose of the material. Reset and anchor existing grates as directed.

## 10. UNDERDRAINS, SUBGRADE DRAINS

- 10.01 Construct underdrains, subgrade drains, underdrain pipe outlets, and blind drains using pipe, geotextile, and granular material. Clean existing underdrain outlets.
- 10.02 Excavation. Excavate trenches to the specified dimensions and grade. Ensure that the sides and bottom of trenches are smooth and uniform to prevent tearing of the geotextile when backfilling.
- 10.03 Geotextile. Place geotextile as specified in plans. Place it with the machine direction parallel to the longitudinal direction of the trench. Ensure that it is of sufficient width to completely enclose the underdrain trench, including specified overlaps. Place the geotextile tightly against the underdrain trench to eliminate voids beneath the geotextile. Avoid wrinkles and folds. Maintain at least a 24 in. overlap at joint ends or breaks. Pin joints and overlaps to securely hold the geotextile in place until placement of the cover material. Pin longitudinal joints, overlaps, and edges no more than 50 ft on center. Replace or repair damaged geotextile.
- 10.04 Pipe Placement. Slope the underdrain pipe to maintain positive drainage toward the outlet. Place perforated pipes with the perforations down and arranged symmetrically about the vertical axis. Plug the ends of trunk lines, wyes, tees, or ells as directed. Make joints and connections in accordance with the manufacturer's recommendations.
- 10.05 Outlets. Outlet the underdrains into drainage structures whenever possible. Outlets that empty into a drainage structure shall be at least 9 in. above the normal flow line in the structure and be constructed of normal underdrain outlet pipe. Maintain at least 18 in. of cover over the pipe. Rodent screens are not required when an underdrain outfalls into a drainage structure.  
Use Type 'S' (smooth interior wall) polyethylene (PE), or smooth-wall polyvinyl chloride profile wall (PPWP) pipe. as specified in Section 9.05. When changing the direction of the longitudinal underdrain or outlet pipe, ensure all bends have a radius of at least 3 ft.
- 10.06 Backfill. Backfill trenches to the specified dimensions and grades. Backfill underdrain and outlet trenches as the work progresses.
- 10.07 Underdrain. Lightly tamp aggregate backfill, and screed or rake to provide proper thickness and grade.

## 11. ASPHALT PATCHES

- 11.01 Removal of Pavement for FDP. Make a perpendicular saw cut full depth around the perimeter and remove the existing pavement to the top of the aggregate base. Maintain square vertical faces after saw cutting.
- 11.02 Base and Subgrade Preparation. The aggregate base of the FDP area will be evaluated to determine its suitability.

- (a) When the aggregate base is determined to be unstable, compact it to DPW&T standard specifications.
- (b) When no aggregate base is present, construct the subgrade foundation to DPW&T specifications.
- (c) Removal of Unsuitable Material:
  - (1) When the aggregate base or subgrade material is unsuitable, remove and dispose of the unsuitable material.
  - (2) Replace the unsuitable material with graded aggregate base conforming to DPW&T
  - (3) Compact the replacement material in layers no greater than 4 in. depth.
  - (4) Protect the aggregate base or subgrade after placement.
  - (5) Remove and replace any aggregate base or subgrade damaged due to lack of protection at no additional cost.

- 11.03 Emergency Filler. Have sufficient approved cold patch material readily available to fill the void of the repair area. Place and compact the material as directed. Completely remove the material at the beginning of the next workday.
- 11.04 Steel Plates. Ensure that an ample supply of 12 ft x 14 ft by 1 in. thick steel plates are available on site to cover the emergency filler.

## **12. CURB AND GUTTER**

- 12.01 Excavation. Excavate to the specified depth and to the width required to install and brace the forms. Compact the subgrade to 92 percent density according to T 180, Method C, and trim to the proper shape and required grade. Remove all soft and unsuitable material and replace with approved material.

## **13. GEOTEXTILES**

- 13.01 Geotextiles shall be manufactured from fibers consisting of long chain synthetic polymers, composed of a minimum 95 percent by weight of polyolefins or polyesters, and formed into a stable network so the filaments or yarns retain their dimensional stability relative to each other, including selvages. Geotextiles used on Administration projects shall conform to the following Table below.
- 13.02 Securing Pins or Staples. Minimum 10 in. length and designed to securely hold the geotextile in place during construction.

MARYLAND APPLICATION CLASS		TYPE OF GEOTEXTILE	GRAB STRENGTH	PUNCTURE STRENGTH	PERMITTIVITY	APPARENT OPENING SIZE, MAX	TRAPEZOID TEAR STRENGTH
			lb	lb	sec <sup>-1</sup>	mm	*** lb
			D4632	D6241	D4491	D4751	D4533
SD	TYPE I	NONWOVEN	160	310	0.50	0.43	55
		WOVEN, MONOFILAMENT	250	495	0.50	0.43	90
	TYPE II	NONWOVEN	160	310	0.20	0.25	55
		WOVEN, MONOFILAMENT	250	495	0.20	0.25	90
PE	TYPE I	NONWOVEN	200	430	0.70	0.43	80
		WOVEN, MONOFILAMENT	250	620	0.70	0.43	90
	TYPE II	NONWOVEN	200	310	0.20	0.25	55
		WOVEN, MONOFILAMENT	250	495	0.20	0.25	90
	TYPE III	NONWOVEN	200	220	0.10	0.22	40
		WOVEN, MONOFILAMENT	250	370	0.10	0.22	70
SE	NONWOVEN	160	310	0.20	0.30	80	
	WOVEN	250	495	0.20	0.30	90	
ST	WOVEN	300*	600	0.05	0.15**	110	
F	WOVEN	200	450	0.05	0.60	75	
E	NONWOVEN	200	450	1.1	0.21	80	
	WOVEN, MONOFILAMENT	370	900	0.28	0.21	100	

**Note 1:** All property values in the above table are based on minimum average roll values in the weakest principal direction except for apparent opening size.

**Note 2:** The ultraviolet stability shall be 50 percent after 500 hrs of exposure for all classes, except Class F, which shall be 70 percent (D4355).

\*15 percent elongation for silt fence and monofilament woven geotextile in Machine Direction

\*\*This is a MINIMUM apparent opening size, not a maximum.

\*\*\*Machine Direction

Contact the Office of Materials Technology's Soils and Aggregate Technology Division for approval of geotextiles used for reinforcement applications.

#### 14. ADJUSTMENT OF UTILITIES

- 14.01 The Contractor shall notify all the utilities involved at least one week prior to starting work in the streets where they are located, so that these organizations may have their representatives present. The Contractor shall assist the utility companies as necessary by providing line and grade for structure adjustments.
- 14.02 The Contractor shall adjust, as necessary, the existing structures within the right-of-way, prior to overlaying streets.
- 14.03 Any damage to utilities that may result from the Contractor's operations shall be

made good by the Contractor. The Contractor shall have no claims for any delay that may occur in changing or relocating any of the services. The Town will charge any expense to which it may be put by the operations of the Contractor to him and will deduct the same from any monies due or to become due to him.

- 14.04 Payment for Utility Adjustments will be made for at the Contract unit price bid for adjusting each structure, which price will constitute full compensation for furnishing all labor, materials, equipment, tools and incidentals necessary to complete these items.

## **15. INCREASE OR DECREASE QUANTITIES**

- 15.01 The ten (10%) percent limitation on increasing or decreasing quantities of works Stipulated in Section 6.09 of the Prince George's County Department of Public Works "General Specifications and Standards for Highway and Street Construction" does not apply on this Contract. The Engineer hereby reserves the right to increase or decrease bid quantities without renegotiations of contract bid prices.

## **16. COMPLETION OF WORK**

- 16.01 All work covered by this Scope of Work shall be completed in **60 calendar days**.
- 16.02 The actual count of calendar days shall commence at the end of the ten (10) day period mentioned in the Contractor's written "Notice to Proceed" or that day, within this period, the Contractor actually begins work.
- 16.03 For each day that any work shall remain uncompleted after the expiration of the calendar days specified, or amended by extensions approved by the Engineer, the sum of \$500.00 for each day of delay including Sundays and legal holidays, shall be deducted from any money due the Contractor. This sum shall not be considered as a penalty, but as a sum mutually agreed upon as the ascertained damages suffered by the Town because of delay in completion of the work.
- 16.04 If, in the opinion of the Engineer, work is delayed because of conditions Beyond the control and without the fault of the Contractor, including, but not by way of limitations, any actual hindrances and/or delays to the work attributable to lack of reasonable prompt and/or efficient action on the part of the Town or its representatives, he shall extend the time for completion in such amount as the conditions justify.

## **17. SITE RESTORATION**

17.01 Upon completion of specific work items, all surface facilities and plantings, if any, shall be restored to their original condition. Driveways, curbs, sidewalks, lawns and shrubbery shall be restored and all debris removed from the site, to the satisfaction of the Engineer. Restoration of utilities shall be done in accordance with specifications of applicable agent or utility company. There is no pay item in this Contract for Site Restoration and it will not be measured and paid for directly but it will be considered a subsidiary obligation of the various pay items of this Contract.

### **BID QUANTITIES**

Bid quantities forms are provided below.

**SCHEDULE OF QUANTITIES AND UNIT PRICES  
CHEVERLY – STORM DRAINAGE IMPROVEMENTS  
CRESTLAWN AVE – PARKWAY**

**\*The Town reserves the right to increase or decrease approximate unit quantities without affecting the unit price.**

Item No	Approximate Quantities*	DESCRIPTION OF ITEMS AND UNIT PRICES BID (Please spell-out the Unit Price)	Unit Prices		Amount	
			Dollars	Cents	Dollars	Cents
<b>CRESTLAWN AVE</b>						
1	1	MOBILIZATION Lump Sum				
2	1	TRAFFIC CONTROL Lump Sum				
3	1	CONSTRUCTION STAKE-OUT Lump Sum				
4	1	INSTALL SCE Lump Sum				
5	1	INSTALL INLET PROTECTION DEVICE Lump Sum				
6	120	INSTALL SILT FENCE Per Linear Ft				
7	500	INSTALL SAFETY FENCE Per Linear Ft				
8	60	SAW CUT PAVEMENT ABOVE EXISTING PIPE ON CRESTLAWN AVE Per Linear Ft				
9	1	PROVIDE & INSTALL NEW INLET I-8 Each				
10	28	EXCAVATE AND REMOVE EXISTING PIPE & BACKFILL Per Cubic Yard				
11	28	INSTALL NEW 15”RCP AND BACKFILL Per linear Ft				

Item No	Approximate Quantities*	DESCRIPTION OF ITEMS AND UNIT PRICES BID (Please spell-out the Unit Price)	Unit Prices		Amount	
			Dollars	Cents	Dollars	Cents
12	4	STEEL PLATES FOR TRAFFIC MAINTENANCE Each				
13	31	RESTORE PAVEMENT Per Square.Yard				
14	80	EXCAVATE & REMOVE 8" RCP Per Linear Ft				
15	3	BACKFILL PIPE AREA WITH CONCRETE SLURRY Per Cubic Yard				
16	45	BACKFILL & RESTORE SURFACE AREA Per Square Yard				
17	2	PROVIDE & INSTALL NEW INLET/MH 1-6 & I-7 Each				
18	200	EXCAVATE AND REMOVE MATERIAL FOR NEW 15" RCP PIPE Per Cubic Yard				
19	133	INSTALL AND BACKFILL NEW 15" RCP Per Linear Ft				
20	148	RESTORE SURFACE AREA Per Square Yard				
21	0.10	CLEAR & GRUB Per Acre				
		<b>CRESTLAWN SUBTOTAL</b>				



Item No	Approximate Quantities*	DESCRIPTION OF ITEMS AND UNIT PRICES BID (Please spell-out the Unit Price)	Unit Prices		Amount	
			Dollars	Cents	Dollars	Cents
		<b>PARKWAY</b>				
22	2	REMOVE & REPLACE INLET I-4 & I-2 Each				
23	1	INSTALL NEW INLET I-3 Each				
24	2	TEST PIT FOR LOCATION OF MH-1 & MH-2 Each				
25	1100	SAW CUT PAVEMENT Per Linear Ft				
26	543	EXCAVATE AND REMOVE 15" TERRA COTA PIPE Per linear Ft				
27	118	INSTALL & BACKFILL NEW 15" RCP PIPE Per linear Ft				
28	425	INSTALL & BACKFILL NEW 18" RCP PIPE Per linear Ft				
29	483	RESTORE PAVEMENT Per Square Yd				
30	4	STEEL PLATES FOR TRAFFIC MAINTENANCE Each				
31	1	ADD NEW LAYER OF HAND PLACED RIPRAP 9-12" THICK AT OUTFALL Lump Sum				
32	1	INSTALL STONE CHECK DAM Lump Sum				
		<b>PARKWAY SUBTOTAL</b>				

Item No	Approximate Quantities*	DESCRIPTION OF ITEMS AND UNIT PRICES BID (Please spell-out the Unit Price)	Unit Prices		Amount	
			Dollars	Cents	Dollars	Cents
		<b>PARKWAY PLACE ALLEYWAY</b>				
33	1	MOBILIZATION Lump Sum				
34	1	TRAFFIC CONTROL Lump Sum				
35	1	CONSTRUCTION STAKE-OUT Lump Sum				
36	2	STEEL PLATES FOR TRAFFIC MAINTENANCE Each				
37	0.10	CLEAR & GRUB Acre				
38	162	CLASS 1 EXCAVATION & DISPOSAL Per Cubic Yard				
39	250	SAW CUTS Per Linear Ft				
40	1	INSTALL D INLET Each				
41	2	INSTALL MH Each				
42	220	INSTALL & BACKFILL 15" RCP Per Linear Ft				
43	1	INLET PROTECTION Each				
44	115	SELECT BACKFILL Per Cubic Yard				

Item No.	Approximate Quantities*	DESCRIPTION OF ITEMS AND UNIT PRICES BID (Please spell-out the Unit Price)	Unit Prices Dollars Cents	Amount Dollars Cents
40	70	RESTORE PAVING  Per Sq. Yd		
41	1	TEST PIT Each		
42	1	PLANT MATERIAL Lump sum		
43	86	SEED & MULCH  Per Sq. Yd		
		<b>PARKWAY PLACE ALLEY SUBTOTAL</b>		
		<b>PROJECT TOTAL</b>		

**PRINCE GEORGE'S COUNTY, MARYLAND  
TOWN OF CHEVERLY**

**Certification of Assurance of Compliance Regarding Suspension and  
Debarment**

**GENERAL**

In accordance with the common rule implementing Executive Orders 12549 and 12689, the implementing rules and regulations thereof, a Certification of Compliance with the Suspension and Debarment rule is required of bidders or prospective contractors receiving a contract or award from Prince George's County, Maryland. Receipt of such certification shall be a prerequisite to the award of contract and payment thereof.

**Certification of Bidder**

I (we) am an authorized representative and hereby certify that our firm, as producer of the goods and/or services to be purchased by Prince George's County, Maryland, has complied with all applicable requirements of the Suspension and Debarment rule.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PROPOSAL**

PRINCIPALS:

NAME  
NUMBER

SOCIAL SECURITY

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---

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---

---

---

Federal Tax ID#

---

HOME ADDRESS

---

---

---

DATE: \_\_\_\_\_

FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**Non-Collusion Affidavit**

\_\_\_\_\_, being duly sworn on oath, deposes and says:

That he/she is the

\_\_\_\_\_  
(Owner, Partner, Title if on behalf of a Corporation)

of \_\_\_\_\_,  
(Name of Business, Corporation or Partnership)

the party submitting the Proposal; that (he has not) (no officer of the said Corporation has) (no partner of the said Partnership has) nor has any person, firm or corporation acting on (his/her) (its) (their) behalf; agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the Proposal being submitted herewith; and that (he/she) (the said Corporation) (the said Partnership) has not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the Proposal Price of the Proposer herein or any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the within Proposal is submitted; that in making this Affidavit, the affiant represents that he/she has personal knowledge of the matters and facts herein stated. The Affiant hereby declares and affirms under the penalties of perjury that the foregoing is true to the best of his/her knowledge and information.

\_\_\_\_\_(SEAL)

To be signed by Consultant, if the Consultant is an Individual; or by a Partner, if the Consultant is a Partnership; or by a duly authorized Officer, if the Consultant is a Corporation.

**AFFIDAVIT WITH RESPECT TO NON-CONVICTION, NON-SUSPENSION AND FALSE PRETENSES**

I hereby affirm that:

1. I am the \_\_\_\_\_ (Title) and duly authorized representative of \_\_\_\_\_ (Name of Business Entity) whose address is \_\_\_\_\_ and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting.
2. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted, or in an official investigation or other proceeding admitted in writing or under oath, acts or omissions which constitute bribery, attempted bribery or conspiracy to bribe under the provisions of Criminal Law Article of the Annotated Code of Maryland or under the laws of any state or the federal government (conduct prior to July 1, 1977 is not required to be reported); and
3. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted under a State or federal law or statute of any offense enumerated in §16-203 of the State Finance and Procurement Article; and
4. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been found civilly liable under a State or federal antitrust statute as provided in §16-203 of the State Finance and Procurement Article.
5. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees who will provide, directly or indirectly, supplies, services, architectural services, construction related services, leases of real property, or construction have been debarred or suspended under this subtitle.
6. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, information and belief, any officer, director, partner, member or associate thereof; nor any of its employees directly involved in obtaining contracts with

the Town , has been convicted of false pretenses, attempted false pretenses or conspiracy to commit false pretenses under the laws of any state or federal government, based upon acts committed after July 1, 1981.

7. State “none” below or, as appropriate, list any suspension, debarment, conviction, plea or admission described in Paragraph 2 - 6 above, with the circumstances, date, court, official or administrative body, the individuals involved and their position with the firm, and the sentence or disposition, if any.

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I acknowledge that this affidavit is to be furnished, where appropriate, to the Mayor and Town Council of Cheverly under Section 16-311 of the State of Maryland Finance and Procurement Article of the Annotated Code of Maryland. I acknowledge that, if the representations set forth in this affidavit are not true and correct, the Town of Cheverly may terminate any contract awarded and take any other appropriate actions. I further acknowledge that I am executing this affidavit in compliance with Section 16-309 of the State Finance and Procurement Article of the Annotated Code of Maryland, which ordains that any person convicted of bribery (upon acts committed after July 1, 1977) in furtherance of obtaining a contract from the State or any subdivision of the State of Maryland shall be disqualified from entering into a contract with the Town.

I further affirm that the business entity is properly registered to do business in the State of Maryland.

I do solemnly declare and affirm under the penalties of perjury that the contents of the affidavit are true and correct.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_



**VENDOR RESPONSIBILITY FORM\***

Summarize briefly your experience in providing the commodities or services outlined in the attached Specifications:

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List the names and addresses of three firms or organizations for which you have provided similar commodities or services:

Vendor A:
Vendor B:
Vendor C:

List the name and address of one bank or other institution that can provide the Town with adequate credit reference.

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Name of Firm \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Proposal No. \_\_\_\_\_

\*If you have previously been accepted as a qualified bidder for the Town, omit this form.