

**CITY OF COLLEGE PARK AND UNIVERSITY OF MARYLAND, COLLEGE PARK
REQUEST FOR PROPOSAL CP-17-12
Development Project Manager for Joint Development Project in Downtown College Park**

The City of College Park (City) and the University of Maryland, College Park (UMD) are seeking proposals from qualified independent contractors to serve as Development Project Manager for the development of a high quality, mixed-use project located in downtown College Park, Maryland. The City and UMD intend to construct two buildings that will be connected by an atrium, and an associated public plaza. One building will be owned and operated by the City as a City Hall. The other building will be owned and operated by the University of Maryland as office with ground floor retail. The selected Proposer will represent the City and UMD as a Development Project Manager for this joint project.

City Contact:

Terry Schum
Director, Planning, Community and
Economic Development
City of College Park
4500 Knox Road
College Park, MD 20740
240-487-3538
tschum@collegeparkmd.gov

University Contact:

Edward J. Maginnis
Assistant Vice President
Real Estate
0128 Administration Building
University of Maryland
College Park, MD 20742
301-405-4939
Maginnis@umd.edu

BID SUBMISSION

Proposals must be submitted with one original and three copies, on the specified forms, in a sealed envelope containing the Proposer's name and address, in accordance with the requirements specified in the RFP. Submissions should be marked **DEVELOPMENT PROJECT MANAGER RFP CP-17-12**, and delivered to the Finance Department, City of College Park, 4500 Knox Road, College Park, Maryland 20740 no later than **April 24, 2017 at 2:00 p.m.**, at which time the sealed bids will be opened and read publicly. Award of a contract will be made by the Mayor and Council of the City of College Park and/or by UMD. Prior to awarding the contract, the City and UMD may conduct interviews with selected Proposers. These interviews will be conducted during the week of May 1, 2017. Selected Proposers may also be invited to revise and re-submit proposals in the form of Best and Final Offers. The final Selected Proposer will be expected to enter into a Development Project Management Agreement. The contract costs for the Development Project Manager will be paid in part by a State bond bill that was adopted for the City's benefit.

A pre-proposal meeting for interested Proposers will be held on **April 10, 2017, at 2:00 p.m.** at the College Park City Hall, 4500 Knox Road, College Park, Maryland 20740. The pre-proposal meeting is the potential Proposer's opportunity to raise questions or issues of concern regarding this Project.

The Proposer selected to act as Development Project Manager is not eligible to bid on or undertake any part or all of the design or construction of the Project.

Copies of the Contract Documents may be downloaded from the City's website at www.collegeparkmd.gov. The RFP package will be listed under the "Government" tab on the homepage, then click "Bids and RFPs". If you are unable to obtain the Contract Documents from the website, please contact the Finance Department, Monday-Friday 8:00 a.m.-5:00 p.m., at 240-487-3509. Changes and addenda to the RFP will be posted on the City's website.

The City and UMD are Equal Opportunity Employers. The City prohibits discrimination based on race, religion, sex, age, ethnicity, ancestry or national origin, physical or mental disability, color, marital status, sexual orientation, gender identity, genetic information, political affiliation or any other factors not related to the ability to perform the work.

The City and UMD reserve the right to reject any and all proposals in their best interest.

The City Project Manager for this project is Terry Schum, telephone 240-487-3508, FAX 301-887-0558, e-mail: tschum@collegeparkmd.gov.

The City and UMD anticipate that they will designate the development project manager by May 23, 2017.

BACKGROUND:

The City has approximately 32,000 residents and is home to the University of Maryland's flagship campus, with over 27,000 undergraduate students and 9,000 graduate students. New development is occurring citywide but most prominently along the Baltimore Avenue, corridor and near the College Park Metro Station. Over \$600 million worth of development is planned or under construction, mostly in the form of mixed-use projects. UMD continues to invest in its Discovery District to help commercialize knowledge-based technology. Construction on the Purple Line light rail system will soon begin with five stations located in or near the City. The possible selection of the Greenbelt Station area for the relocation and consolidation of a new FBI Headquarters has generated additional development interest in all areas of the City.

The City and UMD are working together to redevelop a key block in the downtown area to include a new City Hall and prominent public plaza and University office building with first floor retail (the "Project"). The focus of the Project is to redevelop a prominent location with Baltimore Avenue frontage and to demonstrate the cooperation and shared visions of the City and UMD for an improved college town environment.

THE PROJECT

The City and UMD's affiliated foundation own property on a block bounded by Baltimore Avenue (Route 1), Lehigh Road, Yale Avenue and Knox Road. The City's property is comprised of Block 1, Lots #1-12 and 20-25. UMD's affiliated foundation owns Block 1, Lots #13-15 and Parcel A, and Block 1, Lots 16 and 17 are privately owned and must be acquired.

The City and UMD seek to construct two facilities connected by an atrium comprising 85,000 square feet in total on the site, one to be owned by the City (30,000 square feet) and used as a City Hall, and one to be owned by UMD (55,000 square feet), with some areas jointly managed. In the UMD building, approximately 45,000 square feet would be for UMD office use and approximately 10,000 square feet would be used for ground floor retail purposes with the possibility that some or all of that space may be subleased by UMD to private users. A public plaza area along the Baltimore Avenue frontage would be owned by the City.

The two lots still in private ownership would be purchased, or condemned under eminent domain, and added to the available land for development. A public parking garage at the southwest corner of Knox Road and Yale Avenue, with a total of 288 spaces, is owned and controlled by the City. It is anticipated that this garage will meet most of the parking requirements of the project.

The vision for College Park City Hall is a Class-A office building that is designed to meet the needs of its specialized public functions. These include:

- Building lobby with service windows and information counter
- City Council chambers with state of the art audio-visual equipment, cable television recording studio, dais for nine members, staff area and public seating
- Public meeting and conference rooms
- Storage and shower facilities.

The design and materials for the building should reflect civic architecture that enhances the City’s image and creates a prominent public building in a central downtown location. The adjoining Class-A office space to be owned and operated by UMD will be connected to City Hall, does not require special imagery to identify it with UMD, but must be compatible with the City Hall building. The ground floor of this office space (all or part) is anticipated to be retail space.

A public plaza or town green shall occupy the Baltimore Avenue frontage and be designed to include:

- Programmable space
- Seating and other street furniture
- Landscaping
- Public art

Conceptual Project Program (Estimate)	30,000 SF
City Hall Facilities	
UMD Facilities	55,000 SF
UMD owned Office	45,000 SF
UMD owned Retail	10,000 SF
	85,000 SF

Total Facilities

City Plaza	4,000 SF
Surface Parking	Estimated 26 spaces (approximately 0.20 acres)
Site Stormwater Management	approximately 0.05 acres

For a better understanding of the concept and needs for this Project, a preliminary design concept commissioned for this Project from Design Collective, dated May, 2015, is attached as Exhibit A to this RFP. This exhibit shows a third building along Yale Avenue, to the east portion of the block, which is no longer a part of the proposed Project. A qualitative and quantitative analysis of the spatial needs for the City Hall, performed by Proffitt and Associates, dated September 11, 2011, is attached as Exhibit B.

REQUIRED APPROVALS

The Property is zoned Mixed-Use-Infill (M-U-I) and is within the Development District Overlay Zone (D-D-O-Z) of the Central US 1 Corridor Sector Plan. Zoning approvals, such as re-subdivision and detailed site plan, are processed in Prince George's County through a combination of review and approval by the County and the Maryland-National Capital Park and Planning Commission ("M-NCPPC"). The City, as a municipal government, and UMD, as a unit of the State, are not required to undergo a full zoning review for construction of the Project. A modified process, designated as mandatory referral, is used instead. Under this process, the Project will be reviewed by M-NCPPC staff and the Planning Board for conformance with the Sector Plan, and comments will be provided in a technical staff report. While the City and UMD are not required to follow the technical staff report, the recommendations of M-NCPPC will be taken into account. The Project is still fully subject to the County Landscape Manual and Subdivision Review. Proposers should anticipate review by:

- Design review agencies
- Utility design / connection by respective agencies
- Local community design review.

Stormwater, demolition, grading and all building-related permits are required from the County, which has instituted a third party inspection program that requires designation of, and meetings with, the inspectors prior to beginning work.

Proposers should contemplate in their RFP proposal that the design, construction and operation of the Project will be reviewed and approved, and recommendations will be made, by the City and UMD. Such recommendations might take the form typically found in design standards or zoning regulations. While, as noted, the project will not be subject to certain local zoning ordinances, the Project would be subject to re-subdivision, landscape manual, and other governmental reviews. The Selected Development Manager will be responsible for ensuring compliance with all applicable legal and permitting requirements including

standards, code compliance and inspections due to the connection of the Project Site with State right-of-way and for capping and extension of certain utilities to the Project Site.

FINANCING

The City and UMD will procure financing for the Project. A portion of the financing for this Project will be received through a bond bill from the State of Maryland. In order to secure the funding from this bond bill, an agreement sufficient to encumber funds must be reached with the Selected Development Manager and approved by the State Department of General Services on or before June 1, 2017.

ESTIMATED PROJECT DEVELOPMENT BUDGET

An estimated range of development costs for the entire College Park-UMD project, including 85,000 square feet of new City and UMD space, as well as development of the City's planned public plaza, on-site stormwater management, and temporary on-site surface parking is provided for bidding purposes. This analysis assumes the City will cover all costs for plaza, stormwater and surface parking.

Estimate	Low	High
Estimated Total Project Development Budget (excluding land cost)		
Estimated Cost per Built Square Foot (\$/SF)	\$27.5M	\$30.5M
		\$358/SF

Proposers are requested to provide a specific dollar fee quote based on this estimated development budget range, as well as Proposer's approach to adjusting the fee quote, plus or minus, if the scope of development is changed by the City or UMD.

SCOPE OF WORK:

The City and UMD intend to be active participants in the development process. The City and UMD expect to retain approvals over planning, architecture and design decisions. The final design and architecture of the buildings and site must be approved by UMD and the City. An overview of the anticipated responsibilities of the Development Project Manager is described below and includes, but is not limited to:

Role: The Development Project Manager will act as the agent to the City and UMD in leading and ensuring delivery of the project in-line with Project goals and requirements.

Typical Tasks:

- Pre-development
Advise on project program and design refinement (as needed) to guide subcontractors

- Manage of site preparation and corresponding contractors for construction, e.g. geotechnical, environmental assessment, stormwater analysis
- Prepare design and construction solicitation document(s)
- Assist in selection of design and construction contractors
- Assist in obtaining zoning and other administrative approvals
- Development
 - Oversee design and construction; timeline and budget
 - Guide design team in delivery on Project vision and requirements
 - Ensure construction delivery of project in line with City and UMD timeline, budget, and scope
 - Manage contractors (Design-Build firm or multiple contractors, TBD)
 - Provide regular updates to City and UMD, seeking guidance on key project decision points
 - Day-to-day project management as agent for City and UMD, including
 - Budget, timeline, management of contractor(s)
 - Project change-orders, with City and UMD approval
 - Addressing project inquiries

CONTENT OF BIDS

Any Proposer shall bear all costs associated with or relating to the preparation and submission of its response including but not limited to preparation, copying, postage, delivery fees, and/or expenses associated with any demonstrations or presentations which may be required by the University or any other costs incurred in connection with or relating to its response.

The City and UMD are seeking well-qualified and experienced development project management. Proposers should provide the following information:

1. Letter of Interest. Also indicate availability for interviews, if requested, in the first week of May, 2017.
2. Philosophy and Approach to Project – Describe how the firm will work with the City and UMD to manage the project. Outline in detail the steps and process to be taken from inception to delivery of the Project. Proposers should provide information that they are capable of providing all services necessary to assist in selection of a design/build or multiple contractor team and to manage the Project. Provide a recommendation with respect to whether the Project should be developed under a design/build or a design/bid/build/multiple contractor format.
3. Proposed Team – Describe how the project team will be assembled and indicate whether Proposer will utilize in-house staff or contractors. List the individuals and/or firms that will be part of the Project Management Team. Provide resumes of key team members and information and qualifications of firms proposed, if any.
3. Development Management Experience- Provide examples of experience

with projects of similar scope and character with emphasis on public sector projects with municipalities, universities or other institutions. Demonstrate a proven track record of project delivery. List experience in managing projects of similar size, scope and character with emphasis on projects associated with municipalities, institutions or universities.

4. Cost proposal - Provide a fee quote for management of the entire Project. Utilize the Estimated Project Development Budget provided in this RFP as the basis for the proposal. Indicate all of the assumptions used in the preparation of this estimate. Costs should be specifically allocated to the City or UMD, where possible. Include the proposed method for adjusting the fee quote, plus or minus, if the development scope is changed by the City or UMD.

5. Information Regarding the Proposer Form (included in RFP)

6. City Required Non-Collusion and Non-Conviction affidavit form (included in RFP)

7. Certificate of Non-Suspension form (included in the RFP)

RFP TIMELINE

Issue Solicitation: March 23, 2017

Pre-Proposal Conference and Site Visit: April 10, 2017

Deadline for Questions: April 10, 2017

Proposals Due/ Submission Location: April 24, 2017

Proposers Notified of Short List Selection: April 28, 2017

Interview Short-Listed Proposers: Week of May 1, 2017

Prospective Development Project Manager Selected: May 23, 2017

SELECTION PROCESS

The Selection Committee will review the Bids, considering each element of the response. The selection criteria will include the project management team experience and expertise, approach, and proposed terms. Once selected, the successful Proposer must sign a contract with the City and UMD on or before May 29, 2017. The contract will be contingent on approval of the bond funding by the Maryland State Department of General Services.

PROPRIETARY OR CONFIDENTIAL INFORMATION

A Proposer including proprietary or confidential information in its proposal shall conspicuously mark each page as proprietary or confidential if the Proposer does not want the information disclosed to the public or used by the City or UMD for other than evaluation purposes. The City and UMD agree to keep information so marked as proprietary and confidential except as otherwise required by law. The City and UMD agree to notify the Proposer if a request to review documents is received under the Maryland Public Information Act.

INSTRUCTIONS TO PROPOSERS

A Proposer may submit only one proposal for the Contract. More than one proposal from an individual, firm or partnership, corporation or association under the same or different names will not be considered on any given Contract, and will be considered grounds for disqualification and/or rejection of the proposals involved, unless prior approval has been given by the City.

Modification of Request for Qualifications:

The right is reserved, as the interests of the City may require, to revise or amend the request for bids prior to the date set for opening bids and to postpone the date set for opening bids. Such revisions, amendments and/or postponements will be announced by addendum, a copy of which will be posted on the City's website at www.collegeparkmd.gov.

Other Requirements and Information:

- **Liability**
The successful Proposer agrees to hold harmless the City and UMD, their agents, servants, officials and employees, from any and all claims and liability due to the activity of the successful Proposer, its subcontractors, agents or employees.
- **Insurance**
Additional costs associated with the following insurance requirements may be included in the cost proposal. The Selected Proposer will be expected to provide the following coverage:

Comprehensive General Liability Insurance

- (1) Combined single liability limit of \$2,000,000 per occurrence and \$4,000,000 aggregate.
- (2) \$4,000,000 Products/Completed Operations Limit

All insurance shall include completed operations, and contractual liability coverage.

Automobile Liability Coverage

Combined single liability limit of \$2,000,000 per occurrence/aggregate

Professional Errors and Omissions Insurance. The Selected Proposer shall maintain a policy with limits of not less than \$2,000,000.00 each occurrence/aggregate.

Workers' Compensation Insurance. Selected Proposer shall comply with the requirements and benefits established by the State of Maryland for the provision of Workers' Compensation insurance.

The City and UMD shall be named as Additional Insureds on the Comprehensive General Liability Insurance, the Automobile Fleet Insurance, and the Property Damage Insurance and shall Selected Proposer shall provide an additional insured endorsement.

Selected Proposer must maintain insurance, in these amounts, that will insure all activities undertaken by Selected Proposer on behalf of the City and/or UMD under this Agreement. Copies of the certificates of insurance and additional insured endorsements for all required coverage shall be furnished to the City within ten (10) days following the execution of this contract and prior to commencement of any work. The City shall receive 30 days prior notice of any amendment, reduction or elimination of the insurance coverage required herein.

Provision of any insurance required herein does not relieve Selected Proposer of any of the responsibilities or obligations assumed by the Selected Proposer in the contract awarded, or for which the Selected Proposer may be liable by law or otherwise. Provision of such insurance is not intended in any way to waive the City's immunities or any damage limits applicable to municipal government as provided by law.

The Selected Proposer shall also furnish to the City a Certificate of Insurance and additional insured endorsement in like amounts for any approved sub-contractor prior to commencement of work.

The required insurance may be in policy or policies of insurance, primary and excess, including the so-called umbrella or catastrophe form and must be placed with insurers rated "A-" or better by A.M. Best Company, Inc., provided any excess policy follows form for coverage. Coverage will be primary and noncontributory with any other insurance and self-insurance.

- **General**

It shall be the exclusive obligation of the Selected Proposer to comply with the terms of the proposal submitted to and approved by the City and UMD.

- **Billing**

Invoices shall be submitted monthly, or as otherwise agreed by the parties, and must be accompanied by any other documentation required by the City and UMD.

- **Non Discrimination**

The Selected Proposer must certify that it does not discriminate on the basis of race, religion, sex, age, ethnicity, ancestry or national origin, physical or mental disability, color, marital status, sexual orientation, gender identity, genetic information, political affiliation or any other factors not related to the ability to perform the work. The Selected Proposer will, in all advertisements or solicitations for contractors, sub-contractors and employees for the Project work, state that all qualified applicants will receive consideration for employment without regard to race, religion, sex, age, ethnicity, ancestry or national origin, physical or mental disability, color, marital status, sexual orientation, gender identity, genetic information, political affiliation or any other factors not related to the ability to perform the work

- **Equal Benefits**

The Selected Proposer must certify that it provides equality of benefits between employees with spouses and/or dependents of spouses and employees with domestic partners and/or dependents of domestic partners, and/or between spouses of employees and/or dependents of spouses and domestic partners of employees and/or dependents of domestic partners. The Selected Proposer must comply with the applicable provisions of § 69-6 of the City Code. The Selected Proposer shall provide the City Manager, or his/her designee, access to its records for the purpose of audits and/or investigations to ascertain compliance with these provisions. Upon request, the Selected Proposer shall provide evidence of compliance with the provisions of § 69-6 of the City Code. The failure of the Selected Proposer to comply with § 69-6 of the City Code will be deemed to be a material breach of the agreement.

- **Payment and Performance Bonds**

The Selected Proposer should contemplate that it will be required to provide typical payment and performance bonds.

- **Minority and Disadvantaged Business Enterprise (MBE) Notice**

1. Minority Business Enterprises are encouraged to respond to this solicitation.
2. The Selected Proposer will be required to include MBE subcontracting goals of 25% (for subcontracting to MDOT Certified MBEs) in all of Selected Proposer's contracts for architectural/engineering services and construction associated with the development of this Project. The Selected Proposer will be expected to monitor compliance with the MBE subcontracting goals and to furnish data and provide periodic reports as requested by UMD.

REQUEST FOR PROPOSAL CP-17-12

TO BE SUBMITTED WITH BID

False Pretenses Affidavit

I, _____, the undersigned _____
(Office Held)

of _____, being first duly sworn on oath,
(Name of Business Entity)

affirms and says this _____ day of _____, 2016 that I hold the aforementioned office in

(Name of Business Entity)

I FURTHER DECLARE AND AFFIRM, under the penalties of perjury, that neither I nor, to the best of my knowledge, information and belief, the above Business Entity nor 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.

_____(SEAL)

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

REQUEST FOR PROPOSAL CP-17-12

TO BE SUBMITTED WITH BID

CERTIFICATE OF NON-SUSPENSION

I, _____, do hereby certify

that _____ has not been suspended or

(Name of Contractor)

barred from participation in contract activities with any government and is authorized to do business in the State of Maryland.

Signature

Title

Date

REQUEST FOR PROPOSAL CP-17-12

TO BE SUBMITTED WITH BID

Affidavit of Non-Conviction

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 6 below, neither I nor the above firm 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 6 below, neither I nor the above firm 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 6 below, neither I nor the above firm 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 6 below, neither I nor the above firm 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) State “none” or, as appropriate, list any conviction, plea or admission described in Paragraph 2 above, with the 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 City of College Park, Maryland, 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 City 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 City.

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: _____

REQUEST FOR PROPOSAL CP-17-12

TO BE SUBMITTED WITH BID

INFORMATION REGARDING THE PROPOSER

City of College Park

1. Name of Proposer

 (Individual /Firm/Corporation)

Place of Business of Proposer: _____

Telephone Number: _____

2. Is the business incorporated? _____ Yes _____ No

Non-Corporation Business

3. If response to item # 2 above is No, list the name and business and residence address of each individual having a ten percent (10%) or greater financial interest in the business.

<u>Name</u>	<u>Business address</u>	<u>Residence Address</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Corporate Business Entities: Please answer items 4 and 5.

4. List all officers of the corporation, their business address and the date on which they assumed their respective offices.

<u>Name</u>	<u>Office</u>	<u>Business address</u>	<u>Date Office</u>
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Assumed

5. List the members of the current Board of Directors, and their business address.

Name Business Address

6. Please provide the following information concerning work that you have done within the last five (5) years which is similar to the Project.

FOR WHOM PERFORMED	CONTRACT AMOUNT	DATE COMPLETED	CONTACT'S NAME/ TELEPHONE NUMBER
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7. Bidders will answer the following questions: (The word “you” refers any individual, partnership, partner and/or corporation and it’s officers.)

a. Have you ever failed to complete any work awarded to you? _____

If yes, state where and why _____

b. Have you ever been affiliated with some other organization that failed to complete a contract? _____

If yes, state name of individual and reason therefore. _____

c. With what other businesses are you affiliated? _____

d. Please list all persons who will supervise the work under the Contract? _____

e. Identify all personnel who will be employed to prosecute the work described in the Contract Documents and list their hourly rate.

f. Please provide at least 3 references, including any Maryland governmental units or agencies for whom you have worked on a similar project. Include the name and telephone number of your contact with each. _____

g. Provide telephone number(s) for 24 hour a day emergency contact. _____

h. Identify all subcontractors, materialmen, and suppliers that you intend to use in performing the work under the Contract, and specify the work each is expected to perform.

Dated this _____ day of _____, 2017.

Name of Proposer

By: _____