

**TOWN OF BLADENSBURG**

**REQUEST FOR BID**

**LIGHTING PROJECT 57<sup>TH</sup> AVENUE**



**Issued by:**

**TOWN OF BLADENSBURG  
4229 Edmonston Road  
Bladensburg, Maryland 20710**

**Tel: 301-927-7048**

**RFB -001 - 2024**

**REVISED May 10, 2024**

**Phase 1 – Reduced Scope – 10 Light Fixtures Only**

**Issue Date: February 28, 2024**

**Proposal Due Date: May 30, 2024, at 3:00 p.m.**

## Advertisement

### **TOWN OF BLADENSBURG REQUEST FOR PROPOSALS – LIGHTING PROJECT 57<sup>TH</sup> AVENUE RFB 001-2024 – Revised – Phase 1 (10 Light Fixtures)**

The Town of Bladensburg requests sealed bid proposals from qualified engineering consultants to provide on-call Lighting Project 57<sup>th</sup> Avenue for a reduced scope to place a portion of the originally proposed scope released in March 2024.

Two (2) Electronic copies of the bid proposal must be submitted on the specified forms, in full compliance with the requirements specified in the Bid Documents, sent by email no later than May 30, 2024, **at 3:00 p.m. EST.**

Copies of the RFB Documents may be downloaded from the Town's website at <https://bladensburgmd.gov>. Requests for printed copies should be directed to the Town of Bladensburg, 4229 Edmonston Road, Bladensburg, Maryland 20710, Monday - Friday 8:00 a.m. - 5:00 p.m. (telephone 301-927-7048).

The Town of Bladensburg is an Equal Opportunity Employer. Unlawful 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 other unlawful basis is expressly prohibited is expressly prohibited.

The Town reserves the right to reject any and all bids based on the best interest of the Town. The Project Manager for this contract is Purnell Hall, telephone 301-927-7048; e-mail: [phall@bladensburgmd.gov](mailto:phall@bladensburgmd.gov) and [clerk@bladensburgmd.gov](mailto:clerk@bladensburgmd.gov)

# TOWN OF BLADENSBURG

## REQUEST FOR BIDS – LIGHTING PROJECT 57<sup>TH</sup> AVENUE

### RFB 001-2024 – Phase 1

## SECTION 1: SCOPE OF WORK AND TOWN BACKGROUND

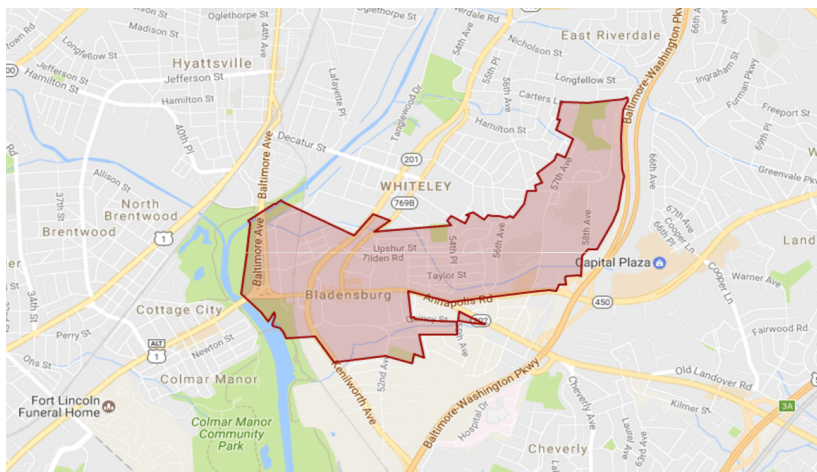
### 1.1 Scope of Work

The Town of Bladensburg is seeking a qualified individual or firm to provide a revised scope of work for Phase 1 of the 57<sup>th</sup> Avenue Lighting Project. A successful proposal should demonstrate the firm ability to meet the following objectives:

- A. Install lighting as described in **Attachment 1** of this document (10 fixtures/Poles – 5 on each side of the road from the power box).
- B. Supplying and installing energy-efficient lighting fixtures and associated equipment.
- C. Ensuring compliance with local regulations and standards.
- D. Test and commission the new lighting systems.
- E. Provide training to our staff on the operation and maintenance of the installed systems.

### 1.2 Background and Resources – Town of Bladensburg

The Town of Bladensburg is located along the Anacostia River in Prince George's County, Maryland. The Town is north and east of Washington, DC. Bladensburg's roots reach as far back as the 1720s. The town has witnessed and played a major role in much of the history of colonial times and the United States. **Population 2020 US Census – 9,657**



**Mission:** The Town of Bladensburg is a vibrant and exciting destination that offers superior services and opportunities to all community stakeholders in a clean and safe environment, promoting redevelopment, investment and diversity.

**Vision:** Bladensburg is an ethical and responsive government that provides high-quality customer service committed to creating a culturally and economically viable community.

**Core values:** Bladensburg CARES exemplifies the values we hold in the delivery of excellent public service to residents, property owners and stakeholders of the Town.

**Collaboration** – We value effective partnerships.

**Accountability** – We recognize our individual and collective roles and responsibility for service and program delivery.

**Responsiveness** – We value prompt customer service.

**Ethics and Efficiency** – We are ethical and efficient in our operations.

**Service Excellence to the Community** – We value efficient, high-quality service in everything we do.

## **SECTION 2: RFB AND BID SUBMITTAL PROCESS**

### **2.1 RFB Issuance**

Upon issuance, the RFB will be posted to the Town’s website at <https://bladensburgmd.gov> as well as other RFB distribution websites. The Town may send notification of the issuance of the Lighting Project for 57<sup>th</sup> Avenue RFB to certain potential bidders. This notification does not in any way indicate prequalification of said bidders. No pre-bid meeting is scheduled. Potential bidders with questions about the RFB or its process may contact Purnell Hall, Project Manager, no later than **May 30, 2024**, at 3:00 p.m. EST. Contact information is: 301-927-7048; e-mail: [phall@bladensburgmd.gov](mailto:phall@bladensburgmd.gov). For questions received by the deadline, we anticipate issuance of an addendum by March 16, posting the responses on the Town’s website.

### **2.2 Proposal Submittal Requirements**

All interested parties shall submit proposals by the submittal deadline. Responses must include the following:

1. Cover Letter/Memo: Briefly introduce your company and express interest in the project.
2. Proposed Approach: An outline of how you plan to execute the project, including methodologies and timelines.
3. Cost Estimate: A detailed breakdown of labor, materials, and other relevant expenses.

## 2.3 RFB Addenda (if any)

In the event that the Town must amend the RFB, either in response to submitted bidder questions (see section 3.1 above) or to clarify provisions in the RFB, any addenda issued will be posted on the Town's website. It is the bidder's responsibility to check whether any addenda have been issued and to comply with any provisions or changes contained in the addenda. Bidder will be asked to acknowledge receipt of any addenda on their bid submittal form.

## 2.4 Bid Submittal Requirements

Bidders may bid only on the entire contract. In order to be considered complete, all bid submittals must include the specified number of copies of the various forms in the Bid Documents, listed as follows:

Form	Electronic
<b>Bid Proposal Submittal Packet</b> (Cover Letter, Statement of Project Understanding, Description of Services, Qualification of Consultant and team, References, Consulting Team Detail, and Fees Schedule)	2
<b>Information Regarding the Bidder Form</b>	2
<b>Affidavits:</b>	2
Non-Collusion Affidavit	2
Affidavit With Respect To Non-Conviction, Non- Suspension And False Pretenses	2

Bid proposals should be sent electronically and titled **Lighting Project 57<sup>th</sup> Avenue**, and delivered to:

[phall@bladensburgmd.gov](mailto:phall@bladensburgmd.gov) and [clerk@bladensburgmd.gov](mailto:clerk@bladensburgmd.gov)

no later than **May 30, 2024, at 3:00 p.m. EST**. Late submittals will not be accepted.

The submittal shall include the specified documents, organized in the following manner to facilitate review:

- a. Bid Proposal Submittal Packet and supplemental documents
- b. Information Regarding the Bidder  
NOTE: The information requested on this form may be submitted in a separate document so long as all requested information is provided and numbered according to the form.
- c. Affidavits

## SECTION 3: BID EVALUATION

### 3.1 Evaluation Criteria

The Town will evaluate the responses received from each bidder. Prior to the selection of the apparent successful bidder, bidders shall be available to meet with the Town to discuss their responses to the RFB, inclusion of required criteria, and other items deemed appropriate by the Town. If an award is made as a result of this RFB, it shall be awarded to the bidder whose proposal is most advantageous to the Town. In determining which proposal is best, the Town will consider the bid price and the experience, qualifications, references, responsibility, and currently available facilities of the Bidder to perform the work.

1. Experience and Qualifications: Relevant experience in similar projects.
2. Cost Competitiveness: The reasonableness of the cost estimate.
3. References: Past client references and project success stories.

### 3.2 Right to Cancel

The Town reserves the right to change any aspect of, terminate, or delay this RFB, the RFB process, and/or the program that is outlined within this RFB at any time, and notice shall be given in a timely manner thereafter. The Town reserves the right to reject any or all proposals, and to exercise its sole discretion to best serve the interests of the Town.

### 3.3 Other Provisions

- a. Responses to this RFB will become the property of the Town, and will form the basis of negotiations of an agreement between the Town and the apparent selected bidder.
- b. The Town is not liable and will not be responsible for any costs incurred by any bidder(s) for the preparation and delivery of the RFB responses, nor will the Town be liable for any costs incurred prior to the execution of an agreement, including, but not limited to, presentations by RFB finalists to the Town.
- c. The Town reserves the right, at its sole discretion, to waive minor administrative irregularities contained in any proposal.
- d. The Town reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be submitted initially with the bidder's most favorable terms.
- e. Bidder may withdraw a proposal that has been submitted at any time up to the RFB closing date and time. To accomplish this, a written request signed by an authorized bidder representative must be submitted to the Project Manager. The bidder may submit another proposal at any time up to the RFB closing date and time. Bidders will be held to the terms of the bid for 90 days.

- f. As a result of the selection of a bidder to supply products and/or services, the Town is neither endorsing nor suggesting that the bidder's product or services are the best or only solution. The bidder agrees to make no reference to the Town in any literature, promotional material, brochures, sales presentation or the like without the express written consent of the Town.
- g. Any information contained in the proposal that is proprietary must be clearly designated. Marking the entire proposal as proprietary will be neither accepted nor honored.
- h. A bid bond is not required.
- i. A performance bond is not required.
- j. A payment bond is not required.
- k. Throughout this RFB, associated documents and sample consultant agreement, the title "bidder", "bidder" and/or "consultant" may be used interchangeably. Each of these terms refers to the individual or firm submitting a bid proposal to the Town of Bladensburg in response to this RFB.
- l. The Town's payment terms are net 30 days. It is anticipated that progress payments under the contract will be made based on measurable milestones.

#### 3.4 Contract Award

Following a staff recommendation, the Mayor and Council of the Town of Bladensburg will make a contract award at the earliest possible date after the date set for receipt of proposals. It is anticipated that the contract will be awarded on a lump sum basis, in the best interest of the Town.

The successful bidder shall be required to execute a contract in a form satisfactory to the Town, in substantially the same form as attached hereto, within 10 days of the award of the contract. The Town reserves the right to cancel the award of the contract at any time prior to execution of the contract without liability on the part of the Town.

If the successful bidder fails to execute the contract as required, the award may be annulled and the contract awarded to the second lowest responsible bidder, and such bidder shall fulfill every stipulation embraced herein as if he were the original party to whom the award was made, or the Town may reject all of the bids, as its interest may require.

**TO BE SUBMITTED WITH BID**

**TOWN OF BLADENSBURG**  
**Lighting Project 57<sup>th</sup> Avenue – RFB 001-2024**  
**Bid Proposal Form – Phase 1 (10 Light Fixtures)**

TOWN OF BLADENSBURG  
4229 Edmonston Road  
Bladensburg, MD 20710

BID DUE: May 30, 2024  
TIME: 3:00 p.m. EST

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(Name of Bidder)

hereby submits the following proposal for the Lighting Project 57<sup>th</sup> Avenue – Phase 1. Having carefully examined the Request for Proposals, related documentation, and **Addenda Numbered** \_\_\_\_\_ (indicate numbers or N/A if none issued), and having received clarification on all items of conflict or upon which any doubt arose, and understanding that all prices bid will remain in effect throughout the term of the contract, whether completed at one time or in interrupted phases, the undersigned proposes to furnish all labor, equipment, materials, etc., required by the documents for the entire work, all in strict accordance with the contract documents.

Provide unit and hourly pricing for specific tasks and personnel.

**SPECIAL TERMS AND CONDITIONS**

- A. Failure to properly and completely fill in all blanks may be cause for rejection of this proposal.
- B. In addition to completing this Bid Proposal Form with bid price, Bidder should provide an estimate of budget and resources required.
- C. It is understood that the proposal price will be firm for a period of 90 calendar days from the proposal opening date, and that, if the undersigned is notified of acceptance of this proposal within this time period, the Bidder shall execute a contract for the above stated compensation.

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Name of Bidder

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Signature

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Date

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Name and Title of Individual Authorized to Bind Bidder



**TO BE SUBMITTED WITH PROPOSAL**

**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 no officer of the said Corporation has nor has any person, firm or corporation acting on its behalf; agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the Proposal being submitted herewith; and that the said Corporation 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 Proposal is submitted; that in making this Affidavit, the affiant represents that 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 her knowledge and information.

To be signed by a duly authorized Officer.

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

Title \_\_\_\_\_

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

TO BE SUBMITTED WITH PROPOSAL

**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 Town of Bladensburg 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 Bladensburg 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, or is not required to be registered.

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

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Date

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Signature

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Printed Name

**TO BE SUBMITTED WITH BID**

**TOWN OF BLADENSBURG**  
**LIGHTING PROJECT 57<sup>TH</sup> AVENUE – Phase 1 – (10 Light Fixtures)**  
**Information Regarding the Bidder**

NOTE: The information requested on this form may be submitted in a separate document as long as all requested information is provided and numbered according to this form.

1. Name of Bidder: \_\_\_\_\_  
(Individual/Firm/Corporation)

Business Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: (\_\_\_\_) \_\_\_\_\_

E-mail address: \_\_\_\_\_

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 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 the names of all officers of the corporation, their business and residence addresses and the date on which they assumed their respective offices.

<u>Name</u>	<u>Office</u>	<u>Residence and Business Address</u>	<u>Date Office Assumed</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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5. List the names of all members of the current Board of Directors, and their business and residence addresses.

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

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

<u>FOR WHOM PERFORMED</u>	<u>CONTRACT AMOUNT</u>	<u>DATE COMPLETED</u>	<u>CONTACT'S NAME/ TELEPHONE NUMBER</u>

7. Bidders will answer the following questions: (The word “you” refers to any individual, partnership, partner and/or corporation and its 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 therefor. \_\_\_\_\_

c. With what other businesses are you affiliated? \_\_\_\_\_

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

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

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Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Name of Bidder

By: \_\_\_\_\_

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

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