

**LETTER TO BIDDERS
WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY (WMATA)**

DATE: June 23, 2016

SUBJECT: Invitation for Bid (IFB) No.: FQ16140/LP
Construct and Install Data Center & Operation Control Center HVAC Rooftop Work Platforms

The Washington Metropolitan Area Transit Authority (WMATA) requests your bid for the furnishing of labor, materials, equipment, tools, project management, supervision, engineering, quality control, transportation, safety and other items necessary to Construct and Install Data Center & Operation Control Center HVAC Rooftop Work Platforms at the Authority's Carmen Turner Facility (CTF) located at 3500 Pennsy Drive Building B Hyattsville, Maryland 20785. The rooftop units will support Heating, Ventilation and Air Condition (HVAC) for the Data Center & the Operations Control Center (OCC). The HVAC rooftop work platforms must be constructed and installed in accordance with the Technical Specifications and Drawings (attached) contained in the IFB.

Period of Performance: All work must be complete within forty five (45) calendar days after the issuance of Notice-to-Proceed.

A Pre-Bid Conference and Site Visit will be conducted on **June 29, 2016 – 9:00 a.m.** local time at: 3500 Pennsy Drive Building B, Lobby, Hyattsville, Maryland 20785.

Bids Due Date: Wednesday, July 20, 2016 by 2:00 pm and shall be delivered to WMATA, Office of Procurement and Materials, Room 3C-02, 600 Fifth Street, NW, Washington, DC 20001. Bids will be publicly opened and read aloud in the WMATA Meeting Room, Lobby Level, 600 Fifth Street, NW, Washington, DC 20001.

THE FOLLOWING DOCUMENTS ARE TO BE SUBMITTED WITH BIDDER'S BID RESPONSE, HARD COPIES AND ELECTRONIC COPIES UPLOAD TO A FLASH/THUMB DRIVE OF THE SOLICITATION OFFER & AWARD FORM, UNIT PRICE SCHEDULE, BID BOND, REPRESENTATIONS AND CERTIFICATIONS, ACKNOWLEDGEMENT OF AMENDMENTS (IF ANY), AND APPENDIX B-1 – SBE (IF YOUR BID IS \$500,000 OR LESS FOR A CONSTRUCTION CONTRACT OR \$100,000 OR MORE FOR A SUPPLY AND SERVICES CONTRACT.

Bonds/Guarantees: A bid guarantee, in the amount of 5% of the total bid price, is required with the bid if it is greater than \$100,000. The successful proposal must provide Performance Bond in the amount of the contract price after award of the contract and Payment Bond in the amount of 1) Fifty percent of the contract price if the construction contract price is not more than \$1,000,000; (2) Forty percent of the contract price if the contract price is more than \$1,000,000 and not more than \$5,000,000; or (3) When the contract price is more than \$5,000,000, the payment bond shall be \$2,500,000.

This IFB includes Small Business Enterprise (SBE) Set-Aside participation (see Appendix B-1)

Questions regarding WMATA's SBE program may be addressed to Ms. Tammy Paige-Sterling, SBE and Compliance Specialist tpaige-sterling@wmata.com or 202 962-2409. Email contacts preferred. Please cc Contract Administrator at lpepper@wmata.com when contacting SBE and Compliance Specialist.

Insurance: The successful bidder must provide:

- Commercial General Liability Insurance
- Worker's Compensation Insurance
- Business Automobile Liability Insurance
- Professional Liability Insurance
- Waiver of Subrogation

Bidders are cautioned to not take exceptions or qualify their bid. Any questions regarding the solicitation should be made in writing to the Contract Administrator no later than five (5) business days prior to the bid opening. Please carefully review the Notice to Bidders of the IFB. The Notice to Bidders addresses common problems found in previous bids that may cause bid rejection.

Pre-Award Evaluation Data: Shall not be submitted with the bid. After the bid opening, only the Apparent Low Bidder will be requested to submit Pre-Award Information.

Basis of Award: - A single contract for all items will be awarded to the lowest priced responsive and responsible bidder.

Type of Contract: Firm fixed price contract for the items in the Unit Price Schedule.

IFB Consist of:

Bidding and Contracting Requirements
General & Special Requirements
Technical Provisions
Drawings
Small Business Enterprise (Appendix B—1)
Wage Rates

IFB availability: Once the IFB is issued it will be posted on the WMATA website at: http://www.wmata.com/business/procurement_and_contracting/solicitations/index.cfm in Adobe Acrobat (.pdf) format. The IFB can be downloaded free of charge. In order to avoid IFB download problems, please immediately download the latest version of Adobe Acrobat Reader available for free at <http://get.adobe.com/reader/>

Amendments: If any amendments are issued, they will be posted on the WMATA website along with the solicitation.

Contractor Personnel and WMATA Contractor ID

All on site personnel as well as various contractor management personnel must have a current WMATA Contractor ID. In order to obtain a WMATA Contractor ID all persons must pass a WMATA background check and WMATA safety training. WMATA safety training is provided in English only and translators are not allowed. WMATA will provide safety training and Contractor ID's to the successful contractor team at no cost.

Buy America Act Certification (Not to be confused with Buy American)

Bidders should be fully cognizant regarding **BUY AMERICA** and be prepared to submit not only a BUY AMERICA certificate but actual proof of compliance including parts and assembly. This information will be required with the Pre Award Data submitted by the Apparent Low Bidder.

The applicable Buy America Certificate for this solicitation is **"Certification requirement for procurement of steel, iron, or manufactured products."**

http://www.fta.dot.gov/legislation_law/12921.html

This project is funded by the Federal Transit Administration. The Buy America requirements apply to federally assisted construction contracts, and acquisition of goods or rolling stock contracts valued at more than \$100,000.

- (a) *By submission of this offer, the offeror certifies, and in the case of a joint offer, each party thereto certifies as to its own organization, that in connection with this procurement it will comply with 49 U.S.C. 5323(j) and 49 C.F.R. Part 661, which provide that Federal funds may not be obligated unless steel, iron, and manufactured products used in FTA-funded projects are produced in the United States, unless a waiver has been granted by FTA or the product is subject to a general waiver. General waivers are listed in 49 C.F.R. 661.7 Separate requirements for rolling stock are set out at 49 U.S.C. 5323(j)(2)(C) and 49 C.F.R. 661.11.*
- (b) *An offeror must submit to the Authority the appropriate Buy America certification (below) with all bids or offers on FTA-funded contracts, except those subject to a general waiver. Offers that are not accompanied by a completed Buy America certification must be rejected as nonresponsive. This requirement does not apply to lower tier subcontractors.*

Vendor Registration:

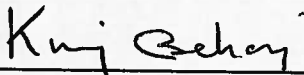
Please visit our Internet website at <http://www.wmata.com/business/> for **New Vendor Registration and Registered Vendors (updates, etc)**

http://www.wmata.com/business/procurement_and_contracting/vendor_registration.cfm

Question regarding vendor registration should be addressed to Phillip Barrett, Jr at PbarrettJr@wmata.com or telephone 202-962-1408.

Contact Person: If you have any questions, Technical, Contractual or Administrative please email them to the Contract Administrator, Lydia Pepper at lpepper@wmata.com no later than **12:00 PM, June 28, 2016**. WMATA will provide written answers, by email to all those who obtain the IFB and provide their email addresses.

Sincerely,



Kunj Behari
Contracting Officer