



# REQUEST FOR QUOTATION

PLEASE COMPLETE THE FOLLOWING CONTACT INFORMATION:

NOTES:

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Contact Title: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

1. The County reserves the right to reject any and/or all quotes, to waive any technicalities in the quote, and to take whatever action is in the best interest of Washington County.
2. The County is exempt from State of Maryland Sales Tax. The County's Maryland Sales Tax Exemption Number is 30001292.

**RETURN QUOTATIONS TO:**

WASHINGTON COUNTY DIVISION OF ENGINEERING  
 80 West Baltimore Street  
 Hagerstown MD 21740

**Attention:** Andrew Eshleman – Chief of Design

**Telephone Number:** 240-313-2460

## REQUEST FOR QUOTATION

**DATE ISSUED**

**DELIVERY WANTED**

10/24/18

See Attachment

DESCRIPTION

**WASHINGTON COUNTY 2219 CHESTNUT GROVE ROAD  
 BOX CULVERT**

*(See Attached Instructions & Specifications)*

**QUOTATION DUE: Friday, November 2, 2018, no later than 4:00 P.M. by e-mail ([ecquotes@washco-md.net](mailto:ecquotes@washco-md.net)), fax (240-313-2401), or delivered.**

**IF DELIVERED, QUOTATIONS TO BE ADDRESSED TO:** Washington County Division of Engineering, Attn: Andrew Eshleman, Chief of Design, Washington County Administrative Annex, 80 West Baltimore Street, Hagerstown, Maryland, 21740 and enclosed in a sealed opaque envelope marked **"QUOTATION – 2219 CHESTNUT GROVE ROAD BOX CULVERT"**

Having received clarification on all items of conflict or upon which any doubt arose, the undersigned proposed to furnish all labor, materials and equipment called for by said specifications and instructions on the attached Quotation Proposal Form.

PRICE (See form of Proposal)

Official Signature \_\_\_\_\_

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

Telephone Number \_\_\_\_\_

Acknowledge Addenda # \_\_\_\_\_ Date \_\_\_\_\_  
 # \_\_\_\_\_ Date \_\_\_\_\_, # \_\_\_\_\_ Date \_\_\_\_\_

Delivery/Service can be performed no later than \_\_\_\_\_  
 calendar days from receipt of order.  
 Date \_\_\_\_\_

**WASHINGTON COUNTY: 2219 CHESTNUT GROVE ROAD BOX CULVERT**  
**NOTICE TO QUOTERS & INSTRUCTIONS**

1. **QUOTATION SUBMISSION:** Quotations are due by e-mail (ecquotes@washco-md.net), fax (240-313-2401) or delivery. If delivered, the quotation shall be enclosed in a sealed opaque envelope bearing the name of the Quoter and marked “**QUOTATION – 2219 CHESTNUT GROVE ROAD BOX CULVERT.**” Quotations are to be addressed to Washington County Division of Engineering, Washington County Administrative Annex, 80 West Washington Street, Hagerstown, MD 21740. Please direct all general inquiries to Andrew Eshleman, Chief of Design at 240-313-2421. **Quotations must be received no later than Friday, November 2, 2018 at 4:00 P.M.**
2. **PRE-QUOTATION CONFERENCE:** No conference will be scheduled.
3. **SITE VISITS:** It is strongly encouraged that each Bidder submitting a quotation for this work examine the site and thoroughly satisfy himself/herself to the conditions under which he/she will operate or that will in any manner affect any work under his/her contract. The Bidder shall accept the site as he/she finds them. All proposals shall take into consideration all conditions that may affect the work. No allowance shall be made to any Bidder for negligence in this respect.
4. **AWARD OF CONTRACT:** The total bid will be used as a basis for evaluation of quotations and award of the Contract. If an award of Contract is made, it will be made to the responsible Bidder who submits the lowest, responsive quotation. Carelessness in quoting prices, or in preparation of quotation otherwise, will not relieve the Quoter. Erasures or changes in quotations must be initialed.
5. **DISPUTES:** In cases of disputes as to whether or not an item or service quoted or delivered meets specifications, the decision of the County Commissioners or authorized representative shall be final and binding on both parties.
6. **EQUAL OPPORTUNITY:** The Board of County Commissioners of Washington County, Maryland does not discriminate on the basis of race, color, national origin, sex, religion, age and disability in employment or the provision of services.
7. **EXCEPTION:** The submission of a quote shall be considered an agreement to all items, conditions, and specifications provided herein and in the various quotation documents unless specifically noted otherwise in the proposal.
8. **INTERPRETATION, DISCREPANCIES, OMISSIONS:** Should any Bidder find discrepancies in, or omissions from the documents or be in doubt of their meaning, or feel that the specifications are discriminatory, he/she should at once request an interpretation, in writing, from:

Andrew Eshleman – Chief of Design  
Washington County Division of Engineering  
Washington County Administrative Annex  
80 West Baltimore Street

Hagerstown, MD 21740  
E-mail: ecbidquestions@washco-md.net  
Fax: 240-313-2401

All necessary interpretations will be issued to all bidders in the form of addenda to the specifications, and such addenda shall become part of the contract documents. Exceptions as taken in no way obligates the County to change the specifications. Failure of any Bidder to receive any such addendum or interpretation shall not relieve such Bidder from any obligation under his/her bid as submitted. The County will assume no responsibility for oral instructions or suggestions. **ORAL ANSWERS WILL NOT BE BINDING ON THE COUNTY.** Questions will be accepted in writing no later than Monday, October 29, 2018 at 4:00 pm EST.

10. **TIME OF COMPLETION AND LIQUIDATED DAMAGES:** Bidder must agree to commence work within ten (10) calendar days of receipt of written "Notice to Proceed" by the County and to fully complete the project within **80** consecutive calendar days thereafter.

The Notice to Proceed for this project will be issued within ninety (90) calendar days of the bid opening. The bidder must agree to pay as liquidated damages, the sum of **\$250.00** for each consecutive calendar thereafter.

Time is an essential element of the Contract and it is important that the Work be vigorously prosecuted until Final Acceptance. The Contractor understands and agrees that the County and the general public will suffer financial loss and/or inconvenience if the Project is not substantially complete on the date set forth in the Contract Documents. The County and the Contractor agree that the amount of financial loss and/or inconvenience is not subject to accurate estimation and the actual damages are not easily ascertained. Therefore, the County and the Contractor agree that the amount of liquidated damages set forth in the Contract Documents is a reasonable forecast of the just and fair compensation for the harm that would result from the Contractor's failure to timely complete the work.

For each calendar day that the Work shall remain uncompleted beyond the Contract Time, the Contractor and/or the Surety shall be liable for liquidated damages in the amount provided for in the Contract Documents, provided, however, that due account shall be taken of any adjustment of the Contract time for completion of work as granted by approved equitable adjustments.

11. **DISPOSAL FEES:** Disposal of items shall be at an approved location or landfill and any fees for same must be included in the contractor's quotation.
12. **PRICE PROPOSAL:** The price proposal shall include a lump sum price to complete the work as specified in the Scope of Work; and shall include the cost of any and all permits and/or fees, the cost of all applicable seals and other taxes required by Local, State and Federal laws, the cost of bonds and insurances required, the cost of all material, labor, tools, equipment, transportation, landfill users fees, superintending and other services and facilities of every nature whatsoever or as may be necessary to complete the work as described in the specifications. The County will waive the permit fees for permits issued under County jurisdiction.
13. **PAYMENT:** Payment will be made within thirty (30) days after satisfactory acceptance. The Contractor is responsible for the measurement of all quantities on the project. Payment will be based on the completion of the work and paid based on the Contract price. Invoices shall be

submitted in duplicate to Mr. Andrew Eshleman, Chief of Design, 80 West Baltimore Street, Hagerstown, Maryland 21740. Invoices submitted without clear, concise, readable, definitive information shall be returned for clarification, and may delay payment. Invoices must include the site name and the Washington County-issued Purchase Order (P.O.) number.

14. **PAYMENT OF COUNTY AND MUNICIPAL TAXES:** Effective October 1, 1993, in compliance with Section 1-106(b)(3) of the Code of the Public Local Laws of Washington County, Maryland, "If a Bidder has not paid all taxes owed to the County or a municipal corporation in the County, the County Commissioners may reject the Bidder's bid."
15. **POLITICAL CONTRIBUTION DISCLOSURE:** In accordance with Maryland Code, State Finance and Procurement Article, §17-402, the Bidder shall comply with Maryland Code, Election Law Article, Title 14, which requires that every person that enters into contracts, leases, or other agreements with the State, a county, or any incorporated municipality, or their agencies during a calendar year in which the person receives in the aggregate \$100,000 or more, shall file with the State Administrative Board of Election Laws a statement disclosing contributions in excess of \$500 made during the reporting period to a candidate for elective office in any primary or general election. The statement shall be filed with the State Administrative Board of Election Laws: (1) before a purchase or execution of a lease or contract by the State, a county, an incorporated municipality or their agencies, and shall cover the preceding two (2) calendar years; and (2) if the contribution is made after the execution of a lease or contract, then twice a year, throughout the contract term, on: (a) February 5, to cover the 6-month period ending January 31; and (b) August 5, to cover the 6-month period ending July 31.
16. **RESERVATIONS:** The Board of County Commissioners of Washington County, Maryland, reserves the right to accept or reject any or all quotes, to waive formalities, informalities and technicalities therein. The Board reserves the right to contact a Quoter for clarifications and may, at its sole discretion, allow a Quoter to correct any and all formalities, informalities and technicalities in the best interest of the Washington County.
17. **SALES TAX:** The County is exempt from State of Maryland Sales Tax. The County's Sales Tax Exemption Number is 3000129-2. The Bidder is responsible to make any necessary inquiries and investigations with regulating state agencies to obtain a determination of tax exemptions in his/her quotation.
18. **WORK SITE DAMAGES:** Any damage to finished surfaces, surrounding areas, building, etc., shall be repaired to the damaged party's satisfaction at the Contractor's expense.
19. **FINAL ACCEPTANCE SIGN-OFF:** Final acceptance shall take place after all deficiencies noted by the Washington County Project Manager have been corrected to his/her satisfaction.
20. **PRICES VALID:** All quoted prices shall be valid for ninety (90) consecutive calendar days after submission of quote.

## Quotation

### WASHINGTON COUNTY 2219 CHESTNUT GROVE ROAD BOX CULVERT

#### TASK ORDER OF WORK

#### 1. SUMMARY:

This quotation shall be to furnish and deliver an 8 ft. x 3 ft. precast concrete box culvert (14 feet long with no skew) for the entrance road at 2219 Chestnut Grove Road, Sharpsburg, MD. The precast concrete box shall meet the requirements of AASHTO M273 (ASTM C850) and AASHTO M259 (ASTM C1433). Concrete box culvert design shall comply with AASHTO Load and Resistance Factor Design (LRFD) Bridge Design Specifications, 8<sup>th</sup> Edition, dated 2017. Structural design and loading shall meet or exceed AASHTO HL-93 for the inventory level.

The precast concrete box culvert shall be designed and sealed by a licensed professional engineer registered in the state of Maryland in accordance with applicable loading requirements. Load rating calculations shall verify the structure meets the minimum design standards. The price quote shall include the cost to: prepare design/load rating calculations and shop drawings, manufacture the concrete box culvert sections, and deliver to the site. The County's contractor will have equipment on site to unload the box culvert.

#### 2. SCOPE OF WORK

- A. Design and prepare shop drawings meeting the minimum specifications detailing the structure to be manufactured.
- B. Manufacture the concrete box culvert.
- C. Deliver the concrete box culvert to the site at a time and date to be determined.

#### 3. RESPONSIBILITIES OF THE COUNTY AND CONTRACTOR

- A. The County will assign a Project Manager to coordinate all activities with the Manufacturer. All correspondence and inquiries shall be directed to the designated Engineer. Mr. Andrew Eshleman, shall be the Owner's designated representative and point of contact for all matters relating to the performance of this work.
- B. The County shall approve the shop drawing prior to manufacturing.
- C. The County shall coordinate the delivery of the box culvert.

## SPECIAL PROVISIONS

### REINFORCED CONCRETE BOX CULVERT 8' L x 3' H x 14' W

**.01 DESCRIPTION:** This section includes specifications for furnishing and delivering a precast reinforced concrete box sections at the locations and to lines and grades indicated on the plans including all appurtenances and incidental work.

**.02 MATERIALS:**

- A. Mix 6 Concrete 5,000 psi: MSHA Section 902, 915
- B. Epoxy Coated Reinforcing Steel
  - 1. Refer to Section 917 of the MSHA Specification Booklet.
  - 2. Reinforcing steel shall be welded wire fabric with deformed wires per AASHTO M221 and M225 (Min. Fy = 60,000 psi). Deformed steel bar reinforcing shall conform to ASTM Specifications A-615, Grade 60. All reinforcing steel in the top mat of the top slab of sections under the roadway shall be epoxy coated. Dowels, anchor bolts and threaded inserts cast in box section shall be in accordance with the plans.
  - 3. The epoxy coating material used shall be a powdered epoxy resin selected from the approved list maintained by the MSHA Office of Materials Technology.
  - 4. The powdered resin shall conform to the specifications of the manufacturer and shall be of the same material and quality submitted to the National Bureau of Standards or other approved laboratories for evaluation, test and subsequent approval.
  - 5. The manufacturer of the epoxy resin shall supply to the coating applicator information on the resin that he considers essential to the proper use and performance of the resin as a coating. The manufacturer of the resin shall also furnish the coating applicator and Maryland State Highway Administration written certification signed by a responsible officer of the company that the material furnished for the coating of the reinforcing is the same formulation as that previously submitted to the National Bureau of Standards or other approved laboratories for evaluation, test and subsequent approval.
  - 6. Patching or repair material, compatible with the coating and inert in concrete shall be made available by the epoxy resin manufacturer. The material must be suitable for repairs to be made by the fabricator and/or Contractor, of areas of the coating damaged during fabrication or handling in the field. The material furnished shall be capable of being placed at ambient temperatures as low as 35° F. and shall have a curing rate at 35° F such that concrete can be placed one hour after patch is made. Color of patching material shall be similar to color of the coating.
  - 7. The wire supports shall be coated with an epoxy coating exhibiting these basic qualities:

Abrasion Resistance: Tabor Abraser Weight Loss -0.04 to 0.065 grams  
CS-10 Wheel  
1,000 Gram Load  
5,000 Revolution

Salt Spray Resistance, ASTM B117: 5% Solution for 1,000 hours w/o blistering

- D. All Box Culvert Section shall have a ship lap or mechanical joint connection. The end faces shall be flush as no headwall will be attached.
- E. All accessories that will remain in the completed structure threaded inserts, ties, etc. shall be fusion bonded epoxy coated or hot dipped galvanized after fabrication in accordance with the requirements of current ASTM A-153.

### **.03 CONSTRUCTION:**

- A. Refer to Section 420 of the MSHA Specifications
- B. Precast reinforced concrete box culvert sections shall meet the requirements of AASHTO M273 (ASTM C850) and AASHTO M259 (ASTM C1433). Concrete box culvert design shall comply with AASHTO Load and Resistance Factor Design (LRFD) Bridge Design Specifications, 8<sup>th</sup> Edition, dated 2017. Structural design and loading shall meet or exceed AASHTO HL-93. The precast concrete box culvert shall be designed and sealed by a licensed registered professional engineer in the state of Maryland in accordance with applicable loading requirements. Load Rating calculations shall verify the structure meets the minimum design standards. Design shall assume a 2" gravel wearing surface. All calculations shall be submitted to the Division of Washington County Engineering for review and approval prior to the manufacturing of the structure.
- C. All concrete box sections shall be marked as follows in accordance with AASHTO M273 by indentation or waterproof paint:
  - 1. Section rise, span and specification designation
  - 2. Date of manufacture
  - 3. Name or trademark of manufacturer
  - 4. Plant Identification
  - 5. Marked by indentation on inside or outside so that the location of the top will be evident immediately after the forms are stripped.
- D. All concrete for the precast box culvert units shall be minimum 5,000 psi at 28 days. The Manufacturer will be required to provide as a minimum four-(4) cylinders per pour for laboratory testing including delivery to the laboratory. The laboratory shall be approved by the Owner. Copies of all test results shall be provided to the Owner.
- E. All concrete edges shall be chamfered  $\frac{3}{4}$ " x  $\frac{3}{4}$ "
- F. Lifting eyes/holes shall be provided in each section for handling.
- G. Before the site contractor sets the box culvert sections, a one foot depth compacted bedding material composed of graded aggregate shall be spread and leveled out under the culvert. This material shall be compacted to not less than 95 percent of the maximum density.
- H. The limits of excavation to install the box culvert sections is a minimum of two feet on each side of said box for the graded aggregate base bedding material.
- I. Dampproofing: Two or more coats of absorptive tar (prime coat) and one coat of tar seal (seal coat). The materials to be used shall be submitted and approved prior to use. Dampproofing shall be applied at the precast plant to all outside portions of the box culvert including both sidewalls, bottom slab, and top slab. Dampproofing shall be applied in conformance to the manufacturer's recommendations.
- J. The sections shall be set tightly together with either a shiplap or mechanical connection.
- K. Manufacturer shall provide any additional installation recommendations or requirements to the County.

**.04 MEASUREMENT AND PAYMENT:** The precast Reinforced Concrete Box Culvert will not be measured for payment but will be paid for at the Contract unit price bid per lump sum. The payment will be full compensation for all engineering, design, labor, materials, tools, concrete, reinforcement steel including epoxy coated reinforcement, dampproofing, delivery and incidentals necessary to complete the work.



**FORM OF PROPOSAL**

**TO:**

**FROM:**

**The Board of County Commissioners  
of Washington County, Maryland  
c/o Washington County Division of Engineering  
Washington County Administrative Annex  
80 West Baltimore Street  
Hagerstown, MD 21740**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

**QUOTATION DUE: Friday, November 2, 2018  
4:00 P.M.**

Ladies/Gentlemen:

We hereby submit our proposal for:

**2219 CHESTNUT GROVE ROAD BOX CULVERT**

Having examined the site and being familiar with pertinent local conditions affecting the work and having carefully examined the contents of this Quotation Package, Request for Quotation, Notice to Quoters/Instructions, and Task Order of Work/Specifications bearing the project title, and dated **October 24, 2018**, including

Addenda (if any):

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

and having received clarification on all items of conflict or upon which any doubt arose, the undersigned proposes to furnish all labor, materials and equipment called for by the said documents for the entire work, in strict accordance with the specifications, for the stipulated sum of:

Base Bid

\_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_ )  
Written Figures

FIRM NAME AND ADDRESS: \_\_\_\_\_

\_\_\_\_\_

BY (Signature): \_\_\_\_\_

NAME AND TITLE (Printed): \_\_\_\_\_

TELEPHONE NO: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

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

FEDERAL EMPLOYER'S IDENTIFICATION NUMBER: \_\_\_\_\_

