



ADDENDUM NO. 1

TO: Interested Parties
FROM: Brennan Garrett, Senior Architectural Project Manager
DATE: October 1, 2024
RE: Contract No. AP-PG-18-084 - Airport Parking Lot Pay System

Acknowledge receipt of this **Addendum No. 1** by signing in the space provided below and returning with your Quotation.

Failure to sign and return with your Bid may subject the Bidder to disqualification. This Addendum No. 1 forms a part of the Bid Documents, it supplements and modifies them as outlined herein.

This **Addendum No. 1** consists of **6 pages**, including this page and attachments.

I hereby acknowledge receipt of **Addendum No. 1**:

By: _____ Date _____
Signed Name

Typed Name

Title

For: _____
Firm

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ADDENDUM NO. 1

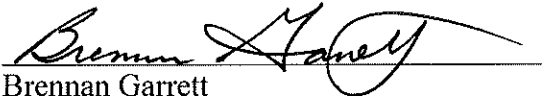
CONTRACT NO. AP-PG-18-084
AIRPORT PARKING LOT PAY SYSTEM

Date Issued: Wednesday, October 1, 2024

Bids Due: Friday, October 11, 2024
2:00 P.M., Local Time

The following addendum material is hereby made a part of the Bid Documents.

Please note the following changes, information, and/or instructions in connection with the proposed work and submit proposals accordingly.



Brennan Garrett
Senior Architectural Project Manager
Division of Engineering

By Authority of:
Board of County Commissioners
Washington County, Maryland



Scott Hobbs, P.E.
Director
Division of Engineering

ADDENDUM NO. 1

CONTRACT NO. AP-PG-18-084
AIRPORT PARKING LOT PAY SYSTEM

TO: All prime Contractors and all others to whom specifications have been issued.

ITEM 1.01 Bid due date extended.

The bid due date for this project has been extended to 2:00 PM on Friday, October 11, 2024.

ITEM 1.02 Questions deadline extended.

Questions for this project may be submitted by 4:00 PM on Friday, October 4, 2024.

Attachments:

Attachment 1: Pre-Bid Tele-Conference Meeting Minutes (consisting of 3 pages).

END OF ADDENDUM NO.1

ATTACHMENT 1



Bid No.: AP-PG-084-18; Project No. 18-084

Wednesday, September 18, 2024 at 11:00 A.M.

PRE-BID CONFERENCE MINUTES

Attendees:

Brennan Garrett	Washington Co. Division of Engineering
Scott Hobbs	Washington Co. Division of Engineering
Michael Lapidus	WPS Parking Solutions
Code Renteria	Skidata
Robert Streib	IP Parking
Andy Lancos	PSX
Alex Franco	Flowbird
James Cuberovic	Parking BOXX
Devon Hayes	DESIGNA Access Corp.
Eugene Bolanowski	Hagerstown Regional Airport
Michael Hurrley	Skidata

A Pre-Bid Teleconference for the Airport Parking Lot Pay System project was held on Wednesday September 18, 2024, at 11:00 A.M. for purposes of providing an overview of the project, and to answer Contractors' questions. Those in attendance for the meeting are named above. Comments from the meeting are as follows:

PRE-BID COMMENTS:

PB-1 Introductions and attendance confirmation.

PB-2 **Project Team:** Project team members were identified as follows:
Brennan Garrett – Senior Architectural Project Manager, Division of Engineering
Scott Hobbs – Director, Division of Engineering

PB-3 **Bid Documents:** As you know the Board of County Commissioners of Washington County, Maryland is accepting sealed bids for the purchase and delivery of Airport Parking Lot Pay Systems for the Hagerstown Regional Airport. Bid documents are available immediately from the Washington County website: www.washco-washco-md.net under the Engineering and Engineering ITB/RFP/RFQ List tabs. For assistance you may contact the Director of Engineering, Scott Hobbs, at telephone 240-313-2407 or by email to

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ecbidquestions@washco-md.net, or via Washington County's procurement portal for accepting and evaluating solicitations. To register, visit <https://washco-md.ionwave.net>.

- PB-4** **Bid Submission Date:** Bids will be received, and time stamped in the offices of the Washington County Division of Engineering, County Administrative Annex, 747 Northern Avenue, Hagerstown, MD until 2:00 PM, Friday, October 4, 2024, after which time they will be publicly opened in a conference room at the County Administrative Annex. Bids received after this time will be returned unopened.
- PB-5** **Bid Questions:** All bid inquiries shall be submitted in writing by no later than 4:00 PM (EDT/EST), Wednesday, September 25, 2024. Please note that interpretations of the meaning of the Plans, Specifications, or other pre-bid documents will not be made to any Bidder orally. All questions shall be submitted to the County in writing, addressed to the Division of Engineering, County Administrative Annex, 747 Northern Avenue, Hagerstown, MD 21742, and to be given consideration must be received in writing no later than 4:00 P.M. Wednesday, September 25, 2024. Email inquiries are acceptable, if received by the date and time for the deadline for inquires, email ecbidquestions@washco-md.net.
- PB-6** **Commencement of Work:** The successful bidder will be required to commence work within ten calendar days of receipt of written Notice to Proceed and to fully complete the project within 75 consecutive calendar days. The anticipated "Notice to Proceed" date is October 28, 2024.
- PB-7** **Bid Designation:** All bids must be enclosed in a sealed opaque envelope marked "SEALED BID" – (AP-PG-18-084) AIRPORT PARKING LOT PAY SYSTEM" bearing the bidders name and address. Please plan to leave plenty of time to submit your proposal as access to the Administrative Annex is sometimes delayed due to train crossings. Those bidders who wish to hear a reading of the bids may also do so by following the Microsoft Teams access information provided in the ITB.
- PB-8** **Contract Award:** The contract will be awarded to the lowest, responsive, and responsible Bidder complying with all the provisions of the Invitation, provided the lump sum bid price is reasonable, and it is to the best interest of the County to accept it.
- PB-9** **Project Location:** The project site is located at 18434 Showalter Road, Hagerstown, Maryland.
- PB-10** **Project Description:** This work includes supply, design, and installation of two entry and two exit Airport Parking Lot Pay Systems. The company shall provide design/plans and project management as required to supply, mount, bolt, hook-up, and commission the Airport Parking Lot Pay System equipment on concrete islands provided by others. Supply, design and installation includes all material, labor, equipment, equipment branding, artwork, signage, design plans, tools, and incidentals necessary to provide a code compliant and fully functioning Airport Parking Lot Pay System for the Hagerstown Regional Airport located at 18434 Showalter Road in Hagerstown, Maryland. The basis for design is a ParkingBoxx or approved equal system and shall include all details as listed in the ITB.

Trenching for power supplies, conduit installation, circuit breakers, electrical feeders, concrete islands, and bollard protection shall be provided by the owner. Initial installation and operation of the Parking Lot Pay System shall be through a wireless cellular connection provided by the Parking Lot Pay System supplier. Please note that the supplied equipment shall also be configurable to allow for future installation of license plate cameras, hard wired network connection, and serial data connections as needed. The work shall include coordination with other trades as may be required to complete the installation. All applicable material specifications and samples shall be submitted to the County for review and approval prior to the start of work.

A drawing showing the typical layout, location and detail (Attachment-A) has been provided in addition to two site photographs.

PB-11 **Site Tour:** While there will not be an official site tour, all bidders are welcome and encouraged to visit the site as their schedule allows.

PB-12 **Questions and Responses:**

Question No. 1: Will there be a conduit pathway provided between the entry and exit gates to allow for data connections?

Response: Yes, the County plans to provide a conduit pathway between the entry and exit gate islands as shown on Attachment-A.

Question No. 2: Who will be providing the cellular connection?

Response: All cellular hardware shall be provided by the successful bidder and cellular service connection shall be provided by the County.

Closing Comments:

PB-13 All participants were made aware that work could be stopped in the event of an unscheduled V.I.P. arrival.

PB-14 All participants were thanked for their attendance. The meeting was adjourned at approximately 11:40 A.M.

Brennan Garrett
Senior Architectural Project Manger