



Maryland Department of Agriculture

Agriculture | Maryland's Leading Industry

Office of Plant Industries and Pest Management

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December 10, 2007

MEMORANDUM

TO: Prospective Bidders on MDA-1809
FROM: Carol A. Holko
SUBJECT: Addendum #1 for the IFB for *Ash Tree Logging for Emerald Ash Borer Eradication in Two "Expansion Area" Compartments (23 & 24) Daily Rate*, MDA-1809

This addendum is being sent to all vendors who have requested or received a copy of this IFB. In the **Bid Announcement and Instructions**, page 4. Bonding Requirements, 18.c., the time period during which the contract must be executed is changed from "within ten (10) days" to "within three (3) days" after notification of award. Please note the change and replace this page (attached) in the contract packet:

If you need clarification of this matter, please feel free to contact me at (410) 841-5920.

All Bidders are required to acknowledge receipt of all addendums or amendments issued; therefore, please indicate below that you received a copy of this Addendum.

This acknowledgment must be attached to your bid.

Name of Firm:

Name of Firm Representative:

Signature of Firm Representative:

FAX acknowledgment to 410-841-5835, Attention: C. Holko

Bidders are advised that, upon request for this information from a third party, the Procurement Officer is required to make an independent determination whether the information can be disclosed (see COMAR 21.05.08.01).

13. Mandatory Contractual Terms

By submitting an offer in response to this Solicitation, a Bidder, if selected for award, shall be deemed to have accepted the terms of this Solicitation and the Contract.

14. Proposal Affidavit

A bid submitted by a Bidder must be accompanied by a completed Bid/Proposal Affidavit. A copy of this Affidavit is included as **Attachment B** of this Solicitation.

15. Contract Affidavit

All Bidders are advised that if a Contract is awarded as a result of this solicitation, the successful Bidder will be required to complete a Contract Affidavit. A copy of this Affidavit is included for informational purposes as **Attachment C** of this Solicitation. This Affidavit must be provided within five (5) business days' notification of proposed Contract award.

16. Minority Business Enterprises

Minority Business Enterprises are encouraged to respond to this Solicitation. Although no specific minority goal has been set for this Contract, the State is interested that Bidders consider minority business subcontracting opportunities.

17. Procurement Method

This Contract will be awarded in accordance with the process under COMAR 21.05.06 (Emergency Procurement).

18. Bonding Requirements

- a. When the Base Bid exceeds \$50,000, each Bidder must furnish a Bid Bond with the Bid, in a form and by a surety company approved by the State. The bond must be in an amount not less than five percent (5%) of the amount of the Base Bid.
- b. Acceptable security for Bid, Performance and Payment bonds shall be limited to:
 - i. A bond in a form satisfactory to the State underwritten by a company licensed to issue bonds in this State;
 - ii. A bank certified check, bank cashier's check, bank treasurer's check, or trust account; or
 - iii. Pledge of securities backed by the full faith and credit of the United States government or bonds issued by the State of Maryland.
 - iv. Irrevocable letter of credit in a form satisfactory to the Attorney General issued by a financial institution approved by the State Treasurer.
- c. Should the successful bidder fail to execute the contract, for any reason, within [~~ten (10)~~ three (3)] days after notification of award, an amount equal to the difference between the accepted bid and that of the next highest bidder shall be forfeited to the State as liquidated damages.