



HOWARD COUNTY, MARYLAND

OFFICE OF PURCHASING

6751 Columbia Gateway Drive, Suite 501, Columbia, MD 21046

***ADDENDUM NO. 1
ISSUED NOVEMBER 9, 2016
INVITATION FOR BIDS***

IFB NO. 2017-25

BODY AND FRAME REPAIR SERVICES AUTOMOBILES, TRUCKS AND HEAVY EQUIPMENT

OPENING: NOVEMBER 16, 2016 AT 11:00 A.M.

<https://www.howardcountymd.gov/Departments/County-Administration/Purchasing>

This addendum is hereby made a part of IFB No. 2017-25. Note the following information and submit the bid accordingly.

Changes

Delete Section D, Paragraph 9, Insurance, in its entirety and replace with the following:

9 INSURANCE: The Contractor will be required to purchase and maintain during the life of the Agreement, including any subsequent renewal terms, Commercial General Liability Insurance, Business Auto Liability Insurance, Garagekeepers Insurance, Workers' Compensation and Employers' Liability Insurance with limits of not less than those set forth below. All Policies shall be primary and non-contributory with respect to any coverage or self-insurance maintained by the County. The following coverages are mandatory but may not be all inclusive, based on the parameters of the proposal:

9.1 Commercial General Liability Insurance that insures against bodily injury, property damage, personal and advertising injury claims arising out of or in connection with any operations or work under the Agreement, whether such operations are by the Contractor, the Contractor's employees, subcontractors or the subcontractor's employees. The minimum limits of liability are as follows:

9.1.1 \$1,000,000 combined single limit - each occurrence.

9.1.2 \$1,000,000 personal and advertising injury.

9.1.3 \$2,000,000 combined single limit - general aggregate.

9.1.4 \$1,000,000 combined single limit - products/completed operations aggregate.

- 9.2 Commercial General Liability Insurance shall include coverage for, but not limited to, the following:
- 9.2.1 Liability arising from premises and operations.
 - 9.2.2 Liability arising from the actions of independent contractors.
 - 9.2.3 Liability arising from products and completed operations with such coverage to be maintained for two (2) years after termination of the Agreement.
 - 9.2.4 Contractual liability including protection for the Contractor from bodily injury and property damage claims arising out of liability assumed under the Agreement.
 - 9.2.5 The insurance shall name “Howard County, Maryland, its officials, employees, agents and volunteers” as Certificate Holder and as Additional Insureds on a primary and non-contributory basis. The endorsement evidencing the additional insured status required herein shall accompany the certificates of insurance furnished to the County under this Section.
- 9.3 Workers’ Compensation Insurance providing statutory coverage as required by Maryland law and Employers’ Liability Insurance with minimum limits of:
- 9.3.1 \$500,000 each accident for bodily injury by accident.
 - 9.3.2 \$500,000 each employee for bodily injury by disease.
 - 9.3.3 \$500,000 policy limit for bodily injury by disease.
 - 9.3.4 The minimum employers’ liability limits may be satisfied with a combination of employers’ liability and umbrella excess liability insurance.
- 9.4 Business Auto Liability Insurance that insures against bodily injury and property damage claims, arising out of the ownership maintenance or use of any auto, with a minimum limit of \$1,000,000 combined single limit each accident. This insurance shall include coverage for Contractor for bodily injury and property damage claims arising out of liability assumed under the Agreement, on a primary and non-contributory basis.
- 9.5 Garagekeepers Coverage that insures the County against loss while vehicles are in the care, custody or control of Contractor. This insurance shall apply on a Direct Primary basis with minimum limits of \$1,000,000 each loss for comprehensive coverage and \$1,000,000 each loss for collision coverage.
- 9.6 Umbrella Liability or Excess Liability Insurance. The Contractor shall purchase and maintain during the term of the Agreement, Umbrella Excess Liability or Excess Liability insurance with minimum limits of:
- 9.6.1 \$1,000,000 combined single limit - each occurrence.
 - 9.6.2 \$1,000,000 combined single limit – aggregate other than products/completed operations and auto liability.

- 9.6.3 \$1,000,000 combined single - products/completed operations aggregate. This insurance shall include the following coverages on the applicable schedule of underlying insurance:
- 9.6.3.1 Commercial General Liability.
 - 9.6.3.2 Business auto liability.
 - 9.6.3.3 Employers' liability.
 - 9.6.3.4 This insurance shall follow form with the coverage provisions required for underlying insurance. This insurance shall afford insured status to all individuals and entities required to be insureds on underlying insurance to the same extent as the underlying insurance on all policies.
- 9.7 The Contractor shall assure that all subcontractors or independent contractors performing services in accordance with this solicitation carry identical insurance coverage as required of the Contractor, either individually or as an Additional Insured on the policies of the Contractor. Exceptions may be made only with the approval of the County. The Contractor shall indemnify the County for any uninsured losses relating to contractual services involving subcontractors, including workers' compensation claims.
- 9.8 The Contractor shall provide the County with Certificates of Insurance within ten days of bid award notification, evidencing the coverages required above. Such certificates shall provide that the County be given at least 30 days prior written notice of any cancellation of, intention to not renew, or material change in such coverage. The Contractor must provide Certificates of Insurance and required endorsements before commencing work in connection with the Agreement. "Howard County, Maryland, its officials, employees, agents and volunteers" must be shown as the Certificate Holder and an Additional Insured on the certificate.
- 9.9 The providing of any insurance required herein does not relieve the Contractor of any of the responsibilities or obligations assumed by the Contractor in the Agreement awarded or for which the Contractor may be liable by law or otherwise.
- 9.10 Failure to provide and continue to enforce such insurance as required above shall be deemed a material breach of the Agreement and shall operate as an immediate termination thereof.
- 9.11 Failure to comply with this requirement at any time during the initial term and any subsequent renewals may be sufficient cause for termination for default. A violation of this law is a Class A civil offense and, in addition to a fine, the County Purchasing Agent may suspend or debar the violator under Sec. 4.117.
- 9.12 Failure of the County to obtain certificates or other evidence of full compliance with these insurance requirements or failure of the County to identify a deficiency from evidence provided shall not be construed as a waiver of Contractor's obligation to maintain required insurance.
- 9.13 By requiring insurance and insurance limits herein, the County does not represent that coverage and limits will necessarily be adequate to protect the Contractor.

- 9.14 The Contractor and any subcontractor’s insurers must be authorized to do business in the State of Maryland and acceptable to the County.
- 9.15 Any deductibles or retentions of \$5,000 or greater (\$10,000 for umbrella excess liability) shall be disclosed by the Contractor or any subcontractor, and are subject to the County’s written approval. Any deductible or retention amounts elected by the Contractor or any subcontractor or imposed by Contractor’s or any subcontractor insurer(s) shall be the sole responsibility of the Contractor or its subcontractor and are not chargeable as expenses.

Delete Section D, Paragraph 14.4 in its entirety and replace with:

14.4 The Contractor is fully responsible for pick-up and return delivery of all vehicles. The Contractor shall also accept full liability and responsibility for all County vehicles while in their possession. It is understood and agreed that the insurance coverage of the Contractor, not the County, shall be primary for a County vehicle while the vehicle is in the possession of the Contractor, including during towing of the vehicles.

Add to Section D, Paragraph 14:

14.16 Towing of marked law enforcement or public safety vehicles require the vendor to affix a magnetic door marker that clearly states “Out of Service” and whenever possible tow the marked law enforcement or public safety vehicles on flatbed.

Delete Section F, Price Page No. 3 and Price Page No. 4 and replace with Revised Price Page No. 3 and Revised Price Page No. 4.

Attachments

- Revised Price Page No. 3.
- Revised Price Page No. 4.
- Pre-Bid Conference Sign-In Sheet.

All other specifications, terms and conditions remain the same.

Please acknowledge addenda by signing below and returning with the bid. Failure to acknowledge this addendum may be cause for rejection of the bid.

ADDENDUM RECEIVED BY:

Signature

Company Name

Title

SJL/rc

SECTION F

REVISED PRICE PAGE NO. 3

COMPANY NAME: _____

TITLE: Body and Frame Repair Services Automobiles, Trucks and Heavy Equipment

NIGP CODE/PRODUCT CODE: 928-19 Vehicle Body and Frame Work

ITEM NO.	COMMODITY/SERVICE DESCRIPTION	ESTIMATED ANNUAL QUANTITY	U/M	UNIT PRICE (2 DECIMAL PLACES ONLY**)	EXTENDED PRICE
1.	Automotive Maintenance, Body and Repair Services, Mechanical, GVW under 15,000 lbs.	240	Hour	\$ _____	\$ _____
2.	Automotive Maintenance, Body and Repair Services, Frame Repair, GVW under 15,000 lbs.	60	Hour	\$ _____	\$ _____
3.	Automotive Maintenance, Body and Repair Services, Body Work, GVW under 15,000 lbs.	640	Hour	\$ _____	\$ _____
4.	Automotive Maintenance, Body and Repair Services, Paint Preparation, GVW under 15,000 lbs.	180	Hour	\$ _____	\$ _____
5.	Automotive Maintenance, Body and Repair Services, Painting, GVW under 15,000 lbs.	120	Hour	\$ _____	\$ _____
6.	Paint, GVW under 15,000 lbs.	20	Gal.	\$ _____	\$ _____
7.	Automotive Maintenance, Body and Repair Services, Mechanical, GVW over 15,000 lbs.	240	Hour	\$ _____	\$ _____
8.	Automotive Maintenance, Body and Repair Services, Frame Repair, GVW over 15,000 lbs.	48	Hour	\$ _____	\$ _____
9.	Automotive Maintenance, Body and Repair Services, Body Work, GVW over 15,000 lbs.	120	Hour	\$ _____	\$ _____

SECTION F

REVISED PRICE PAGE NO. 4

ITEM NO.	COMMODITY/SERVICE DESCRIPTION	ESTIMATED ANNUAL QUANTITY	U/M	UNIT PRICE (2 DECIMAL PLACES ONLY**)	EXTENDED PRICE
10.	Automotive Maintenance, Body and Repair Services, Paint Preparation, GVW over 15,000 lbs.	120	Hour	\$ _____	\$ _____
11.	Automotive Maintenance, Body and Repair Services, Painting, GVW over 15,000 lbs.	120	Hour	\$ _____	\$ _____
12.	Paint, GVW over 15,000 lbs.	20	Gal.	\$ _____	\$ _____
TOTAL BID PRICE*					\$ _____

For informational purposes only, not to be included in total bid price:

13.	OEM Parts, Discount Off Manufacturer's List Price	_____ %
14.	Towing, GVW under 15,000 lbs., Flat Fee	\$ _____
15.	Towing, GVW over 15,000 lbs., Flat Fee	\$ _____

* This figure should appear as Total Bid Price, Price Page No. 2

** Please note that prices shall only have **TWO DECIMAL PLACES**. The County's financial system will not allow more than two decimal places, adjust responses accordingly.

Pre-Bid Conference

IFB-2017-25 Auto Body and Frame Repair Services
Automobiles, Trucks and Heavy Equipment

IT IS IMPORTANT TO COMPLETE THE GRAY AREAS OF THIS FORM AS IT WILL ASSIST HOWARD COUNTY'S ONGOING EFFORTS TO OBTAIN MBE/DBE/WBE PARTICIPATION.

November 3, 2016 at 10:00 a.m. – Office of Purchasing, 6751 Columbia Gateway Drive, Suite 501, Columbia, MD 21046

PRINTED NAME OF REPRESENTATIVE	COMPANY NAME	IS YOUR COMPANY EBO/MBE CERTIFIED?	TELEPHONE & FAX NUMBER	E-MAIL ADDRESS	INTERESTED IN BEING A SUB-CONTRACTOR? CHECK HERE
Glenn Mullinix	Mullinix Auto Body		430 465-9411 410 750-0042	MULLINIX AUTOBODY@COMCAST.NET	
STUART CAMPBELL	MULLINIX Autobody		410-465-9411	MULLINIX Autobody@Comcast.NET.	
Scott L. Williams	Beltway Companies		410-297-5700 410-297-5709	Scott.Williams@Beltwaycompanies.com	
HARL HOGAN	EXPERT AUTO BODY		443-277-7500	HARLHOGAN@GMAIL.COM	
MIKE PECILUNIS	ADVANCED COLLISION		301-595-9377 301-595-9387	ADVANCED_COLLISION@VERIZON.NET	
Bill Trieschman	CATON AUTO BODY		301 498 3132 301 498 3416	CATON AUTO BODY@YAHOO.COM	
Cindy Ricci	Caton Autobody		301 498 3132 301 498 3416	Catonautobody@yahoo.com	
Stacie Wall	Blvd Collision Inc.		410-796-7555 410-796-8766	blvdcollision@verizon.net	
Bobby Wall	" "		" "	" "	
Steve Middleton	Middleton+Meads	NO	410-591-7951	SteveMiddleton@middletownmeads.com	
C. MICHELLE NISEWANER	BASE AUTO BODY		410-796-6704-P 410-796-4735-F	baseautobody@gmail.com	
Shirley Estrogano	base Auto body		410-796-6704-P 410-796-4735-F	" "	