

APPENDIX A
Description of Materials, Supplies, Equipment and Bid Price

Contractor _____

SCHEDULE OF ITEMS

The Department will reject bids if any one of the following occurs:

- a) the Bid is not Delivered to the precise location and by the precise time set forth in the Notice to Contractors or any applicable Bid Amendment,
- b) the Bid is not signed, or
- c) the unit price for any item is not provided or is unreadable.

Do not make handwritten changes to the bid documents.

The Bidder will have no opportunity to cure the above Non-curable Bid Defects. For clarification, questions, comments/recommendations use the "Request for Information" form as directed in the Bid Book instructions. For a related provision see Standard Specification, Section 102.11 – Bid Responsiveness.

For the purpose of this Bid, a Maine Business is one that currently meets each of the following criteria:

- 1. Physical location within the borders of Maine;
- 2. Employment of at least one Maine resident; and
- 3. Subject to State of Maine taxes such as:
 - a. Business Income or Corporate Income
 - b. Property
 - c. Employment – Unemployment, worker's compensation

Are you a Maine Business as defined in the Bid Documents? Yes No

**Bridge Finger Joint Fabrication and Delivery, and
Beam End Curtain Hardware Fabrication and Delivery:**

1 Lump Sum at \$ _____

Description

Fabricate and deliver the materials identified on the plans based on the parameters specified on plans and in the contract documentation. The following materials are to be fabricated and delivered under this Contract:

Steel Finger Joint (1 each)
Beam End Curtain Hardware (5 sets)

The structural steel must meet the requirements of State of Maine, Department of Transportation, Plans, Standard Specifications, Revision of November 2014 as updated through advertisement, Supplemental Specifications, Special Provisions, and Contract Agreement.

Steel does not have to conform to “Buy America” requirements.

The Contractor shall provide the Department with 5 calendar days’ notice prior to start of production. (Call Brent Snowden at (207) 624-3586 or cell (207) 592-3437.)

Delivery

The Contractor shall deliver the products FOB to:
MaineDOT, Enfield Maintenance Lot
869 Main Road
West Enfield, Maine.

Delivery of finished product shall be on or before March 25, 2018. Delivery notification will be given 48 hours prior to the Department. Joe Prescott, Bridge Transportation Operations Manager of Region 3 Headquarters, cell phone (207) 592-1853 will schedule personnel at the site to unload. The Department will off-load the steel pieces at the delivery site. Substitute contacts are: Brent Snowden at (207) 592-3437 or Jeff Naum at (207) 446-1235. The Contractor shall deliver the materials only during the following times: Monday through Friday, 7:00 AM through 3:30 PM except for they may not deliver on Maine State Government holidays, or government closure days.

Contract Administrator

The contract administrator for this contract will be:
Name: Brent Snowden
Title: Bridge Maintenance Senior Structural Engineer
Address: Maine Department of Transportation
16 State House Station, Augusta, ME 04333-0016

Invoices and Payments

The Contractor shall submit an itemized bill to the Department for materials following delivery for approval and payment. At a minimum, invoices shall include the following information:

Contractor name, address & Contract Number
Invoice Date & Number
Dates of Delivery

The Department will pay based upon the materials delivered at the prices bid and the invoices approved. Payments to the Contractor shall be full compensation for furnishing all labor, equipment, materials, services, and incidentals used to supply the materials under the Contract in a complete and acceptable manner, and for all risk, loss, damage, or expense of any kind arising from the nature or prosecution of the Work. The Department may withhold payments claimed by the Contractor on account of incomplete or incorrect invoices or materials that are defective or not in conformance with the contract.

Material Quality

Materials and manufactured products shall be new unless otherwise specified, free from defect, and in conformity with the contract. If there is no applicable standard set forth in this Contract for a particular item, then the item shall be in accordance with industry standards prevailing at the time of bid. The Department has the authority to inspect all Materials and every detail of the Work. The Department may reject the finished product if any of the components do not comply with the specifications. The Department may reject materials not conforming to the Specifications at any time.

Section – Maine Business

Using the criteria given on the Schedule of Items form, the Bidder shall indicate if they are a Maine Business or not by responding to the question found on the Schedule of Items form in Appendix A which reads “Are you a Maine Business as defined in this Request for Proposals?” The Bidder shall not make variations or alterations when responding to this question. The use of this information in making contract award decisions is required in accordance with Executive Order 2017-003, which states “Evaluators of competitive bids for goods and services shall give consideration to the investment in the State by business enterprises as a best-value criterion. Consideration for Maine business enterprises may result in low cost or top scoring bids not being considered as the best-value for the State of Maine.”

If the Apparent Low Bidder is a Maine business, as defined in the Bid Documents, the contract award will be made to that Bidder.

If the Apparent Low Bidder is a non-Maine business, the following will apply:

1. The review team will determine if any Maine businesses are within a “competitive range”. Competitive range is defined as a bid within 5 percent of the lowest bidder’s Bid.
2. If there are any Maine businesses within the competitive range, the total proposed costs for the Apparent Low Bidder and all Maine businesses in the competitive range will be compared. For comparison purposes, all Maine businesses will receive a 5% reduction to their total proposed cost. The contract award will be made to the lowest total proposed cost after the 5% reduction has been applied.