

Request For Qualifying Providers  
Belcroft Bible Church  
Bowie, Maryland

**ADA Ramp and Fence**

- A. **Intent.** The Belcroft Bible Church Trustee Board desires to repour the northwest entrance ramp (about 70' in length) so that it will: (1) Be compliant with ADA requirements for *new* construction (railings to be added later, outside of the intent of this RFQ), and (2) Handle storm water properly. The Board also desires installation of a safety fence or railing above the ramp.
- B. **Scope of Work.** The vendor's bid price will include obtaining all necessary permits, demolishing the existing ramp (not walls), delivering all necessary materials, pouring the ramp, installing and connecting drains and sump pump, treating the surface with marine sealant, installing a safety railing above the ramp, removing and properly disposing of all debris, and conforming to all applicable codes.
- C. **Bid Opening.** Bid solicitation begins Wednesday, August 12, 2009.
- D. **Bid Closing.** All bid responses must be *received* by Trustee Chairman Steve Waskiewicz, II, by 5:00 p.m. Tuesday, September 8, 2009. Bids shall be delivered to his attention via e-mail to [swaskiewicz@belcroftbiblechurch.org](mailto:swaskiewicz@belcroftbiblechurch.org) and one hard copy with original signature to 13000 Beechtree Ln, Bowie, MD 20715.
- E. **Pre-Bid Meeting.** An optional pre-bid meeting will be conducted by Jonathan Bosse at 1:30 p.m. Thursday, August 20, 2009 at the Belcroft Bible Church northwest entrance ramp at 13000 Beechtree Ln, Bowie, MD 20715. The church will offer a site drawing at the pre-bid meeting only as a courtesy. No allowance will be made to the successful bidder, at a later date, for additional work required because of his or her failure to observe existing conditions affecting the work, or to obtain precise dimensions, or to know ADA code for new construction.
- F. **Questions.** To receive further information about this project, send your name and e-mail address to Associate Pastor Jonathan Bosse at [jbosse@belcroftbiblechurch.org](mailto:jbosse@belcroftbiblechurch.org). Any questions about this bid shall be sent via e-mail to Jonathan Bosse by 5 p.m., Thursday, August 27, 2009. Responses will be disseminated by e-mail by Tuesday, September 1, 2009.
- G. **Bid Requirements.** For the bid, the vendor must write a proposed contract, stating:
1. **Company.** The vendor will state the company name and contact information.
  2. **Work to be done.** (The trustees will give a **40%** weight to this part of the proposed contract.) The vendor will state that it will fulfill "A. Intent" above, and that in the process vendor will:
    - Pour sections #2, #4, and #6 with 1:12 slope (or more gradual).
    - Pour landings #1, #3, #5, and #7 with 1:50 slope.
    - Slope landings #1 and #3 to drain to their drains.
    - Locate landing #5 360" or less from landings #3 and #7.
    - Make landing #1 72" long, and landings #5 and #7 60" long.
    - Make the sump pump outlet pipe and electric conduit emerge against the retaining wall; perforate the crotch cover to admit storm water; ensure that landing #1 is in all other respects smooth and clear.
    - Ensure that the door threshold is not more than 1/2" high.

- Install an 8”-diameter drain in the center of landing #3 and connect it to the drain pipe.
  - Ensure that the perforations in both drains are ½” width or narrower, and that their long dimension runs perpendicular to the dominant traffic flow.
  - Make ramp section #6 53.5” wide.
3. **Price.** (The trustees will give a **35%** weight to this part of the proposed contract.) The vendor will state:
- The total guaranteed price for the project. See “B. Scope of Work” above. Notice that the church is exempt from Maryland sales taxes.
  - Any options offered, showing separate pricing.
  - Payment requirements.
  - For how long the bid is valid.
4. **Options.** The vendor may choose to bid on one or both of two optional projects. Show separate pricing for each:
- Apply self-leveling deck sealant to the ramp so that all storm water is directed to the sump pump and upper outflow pipe.
  - Install a safety rail or fence above the ramp to prevent children from accidentally falling into it. Describe the fence or rail you will install.
5. **Value Added.** (The trustees will give a **25%** weight to this part of the proposed contract.) The vendor will state:
- References, guarantees or other evidence that the vendor provides these qualities: knowledge of ADA code, cooperativeness, quality workmanship, quality materials, warranty follow-through, a clean worksite, timeliness, and honesty.
  - The date on which the company will be available to begin the project, and estimated project duration.
  - The bidding firm’s licensing credentials.
  - A statement that the vendor maintains the required insurance. See “H. Insurance” below.
6. **Signature.** The signer’s statement that he or she is authorized to make offers on behalf of the firm, plus the signer’s signature, title, and date.

H. **Insurance.** The winning vendor must prove that it maintains such insurance as will indemnify and hold harmless the Church from workmen’s compensation and liability claims for property damage and personal injury, including death, which may arise from the contractor’s operations under this contract, or by anyone directly or indirectly employed by the vendor.

I. **Bonds.** A performance bond may be required.

J. **Disputes.** Any dispute arising under a contract awarded as a result of this RFQ which is not disposed of by agreement shall be decided by the Belcroft Trustee Board. Pending the final decision of the dispute, the vendor shall proceed with the contract performance. Nothing hereunder shall be interpreted to preclude the parties from seeking, after completion of the contract, any and all remedies provided by law.

K. **Bid Errors.** Bidders are assumed to be informed regarding conditions, requirements, and specifications prior to submitting bids. Submitting a bid without being so informed will be at the bidder’s risk. Bids already submitted may be withdrawn without penalty prior to bid opening. Errors discovered after bid opening may not be corrected.

L. **Sub-Contracting.** The winning bidder may sub-contract any portion of the project but retains full responsibility for completion of every aspect of the project to the full satisfaction of Belcroft Bible Church.

M. **Rejections and Cancellations.** Belcroft Bible Church reserves the right to accept or reject any or all bids in whole or in part for any reason, to make awards in the best interest of the Church, and to cancel this solicitation in whole or in part, in its sole discretion.