



11400 Robinwood Drive • Hagerstown, MD 21742-6514

RFP HCC26-003 for Construction Services for Scholar Drive Realignment

Addendum 2, posted on October 20, 2025, consists of official prevailing wage information (attached), update to subcontractor information required, update to potential interview dates, and questions and answers (attached).

Interview Dates:

Contractors shall hold November 3, 2025 AND November 10, 2025 open for potential interviews from 1:30-4:30 PM timeframe.

Changes to Subcontractor Documentation:

Subcontractor Information with the Technical Proposal

The required subcontractor information for key principal subcontractors over \$100,000 contract value as part of the technical proposal (RFP section 3.3m and 3.9) will be as follows:

- Company name
- Minority Status
- Trade
- License(s), if required by trade

Subcontractor Information from the Shortlist

Additional key principal subcontractor information that the shortlisted GCs will be required to submit must be sent to bids@hagerstowncc.edu within 2 business days from shortlist notification.

- 3-5 relevant project examples
- Proposed team resumes

Upcoming Deadlines:

Proposals must be received by **October 27, 2025, at 1:00 PM**. Offerors shall reference the RFP for submission details. Please pay careful attention to the requirement to be registered on Bid Locker to submit a proposal for this project.

Respectfully submitted,



Alicia Cullop
Director of Procurement Services

Stay close. Go far.

www.hagerstowncc.edu

HAGERSTOWN COMMUNITY COLLEGE RFP26-003
SCHOLAR DRIVE REALIGNMENT
ADDENDUM 2 QUESTION & ANSWER

QUESTION #	QUESTION	ANSWER	AGENCY
1	In the Bids Does it states HCC was tax exempt, if awarded the project would HCC provide a Tax-Exempt Certificate. Would contractors not have to pay sales tax on material for their bids?	Hagerstown Community College is a tax exempt institution, however, the materials used in this project are not exempt from tax. For construction projects: in accordance with COMAR 03.06.01.22E(3), the tax exemption certificate of otherwise exempt governmental entities may not be used for the purchase of materials to be incorporated into the real property on college construction projects.	HCC
2	Requesting some more clarification on the phasing areas of the project, concrete medians, and electrical. The phasing drawing has colors showing what is Base Bid(yellow)and what is alternates both green and pink. In what phase does the pink area occur?	The green represents mass graded areas to be complete under the base bid. This will include installation of the conduits and handholes, stormdrain and stormwater management facilities (excluding the Filterra Boxes for this section). Road will be graded to subgrade elevation and min 4" topsoil and seeded to stabilize. The Add Alternate 1 for this area is to complete the full build of this area. The pink areas are to be included as part of the Add Alternate 1.	Triad
3	Unable to find any information pertaining to the median fill of the islands in the new roundabout area at Scholar Dr and Yale Dr. For instance, if they are stamped concrete or a grass or planting area.	The large median through Yale Drive on the west of the circle will be grassed. The three smaller medians on the north, east, and south will be concrete.	Triad
4	Can the concrete pour for the stamped areas be integral concrete mix design or powered dye application only?	The coloring for the stamped concrete shall be an integrated mix design.	Triad
5	In base bid and add alternate #1 for the electric roadway lighting. There is some empty 4" U.G. conduit with handholes work that is to be in the base bid per the attached buy both base bid and add alternate speak on electrical light poles. Is the base bid lighting fed from the add alternate areas? We need clarification on what is to be included in base and add alternate #1 so the lights will have power if only base bid is done.	The base bid lighting is fed from the panel (Item 12) at the ARCC shown on sheet E100. Conduit and wiring to be run to the base bid area lighting from this service. Base bid does include the conduits and duct banks for the mass graded area to allow for this connection in the future. End conduits in green alternate area at handhole for future connection to base bid (include this connection in Add Alternate 1 when culvert is installed).	Triad
6	Can you allow out-of-state subcontractors (from the DC Metro Area) who have a Maryland Business License and an out-of-state Class A contractor's license to participate in the project?	Subcontractors need to have Maryland contractor's licenses. For past projects, subcontractors have been able to get a Maryland license that is marked as "out of state".	HCC

7	Section 2.29 (Page 11) states: “All necessary permits have been applied for with the county by the HCC Facilities department.” Attachment G (Page 50) states: “The Contractor shall apply for, secure and pay for all permits, governmental fees and licenses necessary for proper execution and completion of the work including use and occupancy permits, electrical, plumbing, and all other permits. The Contractor shall secure certificates of inspection, occupancy, etc. as may be required by the authorities having jurisdiction over the work. These shall be delivered to the College upon completion of the work.” These statements appear to present conflicting guidance. Could you kindly clarify the intended division of responsibility for permitting?	The college has applied for and will obtain an NOI/NPDES permit, grading permit, MDE Wetland/waterway construction permit. The contractor will have to apply for the all remaining permits, to include but not limited to an NOI/NPDES for their coverage, trades permits, etc. Any additional permits will be at the contractor's expense.	Triad/HCC
8	Based on our experience, wayfinding signage typically does not require permits. Can you please confirm whether this understanding is accurate for this project?	Permits will not be required for the wayfinding signs.	Triad
9	Does the signage contractor need to obtain permits for monument signs?	A sign permit may likely be required for the monumental sign. Please provide as a line item with Add Alternate 1.	Triad
10	Does the signage contractor need to obtain excavation permits or similar site-related approvals?	Permits will not be required for the wayfinding signs.	Triad
11	Can you please share a copy of AIA- 101-2017 as this document is copyrighted?	The college does not pay for an AIA subscription. It will be the awarded contractor's responsibility to obtain and initiate the contract for the college to review and sign.	HCC
12	In preparing our bid for the above, I'm not sure if the attached and below mentioned pages of the AIA Form A305 are to be signed and notarized with the rest of the AIA 305 for the bid submission or later in a Contract, should we become low bidder? AIA A305 – 1986 Additions and Deletions Report and AIA D401 – 2003 Certification of Document's Authority	Please have signed and notarized.	HCC

STATE OF MARYLAND
DEPARTMENT OF LABOR
DIVISION OF LABOR AND INDUSTRY
PREVAILING WAGE SECTION
10946 Golden West Drive, Suite 160
Hunt Valley, MD 21031
(410) 767-2342

10/08/2025

REQUEST FOR ADVERTISEMENT AND NOTICE TO PROCEED

Dawn Baker - Procurement Officer
Hagerstown Community College
11400 Robinwood Drive
HAGERSTOWN, MD 21742

Re: Second Entrance Widening
Project No: CC-02-MC22-478

Enclosed please find the Prevailing Wage Determination and Instructions for Contractors for the project referenced above.

Upon advertisement for bid or proposal of this project, you are requested to submit to this office the date and name of publication in which such advertisement appeared.

Once awarded, you are further directed to submit to this office, the NOTICE TO PROCEED for the project, complete with the date of notice, the name of the general contractor, and the dollar amount of the project. In addition, we ask that a representative of the prevailing wage Unit be invited to attend the Pre-Construction Conference.

Any questions concerning this matter may be referred to PrevailingWage@dllr.state.md.us

Sincerely,

Enclosures
Wage Determination
Instruction for the Contractor

Prevailing Wage Unit

PREVAILING WAGE INSTRUCTIONS FOR THE CONTRACTOR & SUBCONTRACTOR

The contractor shall electronically submit completed copies of certified payroll records to the Commissioner of Labor & Industry, Prevailing Wage Unit by going on-line to <https://www.dllr.state.md.us/prevwage> and following the instructions for submitting payroll information (NOTE: A contractor must register prior to submitting on-line certified payroll information).

If you have technical questions regarding electronic submittal, contact the Department at dldlprevailingwage-dllr@maryland.gov.

All certified payroll records shall have an accurate week beginning and ending date. The contractor shall be responsible for certifying and submitting to the Commissioner of Labor and Industry, Prevailing Wage Unit all of their subcontractors' payroll records covering work performed directly at the work site. By certifying the payroll records, the contractor is attesting to the fact that the wage rates contained in the payroll records are not less than those established by the Commissioner as set forth in the contract, the classification set forth for each worker or apprentice conforms with the work performed, and the contractor or subcontractor has complied with the provisions of the law.

A contractor or subcontractor may make deductions that are (1) required by law; (2) required by a collective bargaining agreement between a bona fide labor organization and the contractor or subcontractor; or (3) contained in a written agreement between an employee and an employer undertaken at the beginning of employment, if the agreement is submitted by the employer to the public body awarding the public work and is approved by the public body as fair and reasonable.

A contractor or subcontractor is required to submit information on-line on their fringe benefit packages including a list of fringe benefits for each craft employed by the contractor or subcontractor, by benefit and hourly amount. Where fringe benefits are paid in cash to the employee or to an approved plan, fund, or program, the contribution is required to be indicated.

Payroll records must be electronically submitted and received within 14 calendar days after the end of each payroll period. If the contractor is delinquent in submitting payroll records, processing of partial payment estimates may be held in abeyance pending receipt of the records. In addition, if the contractor is delinquent in submitting the payroll records, the contractor shall be liable to the contracting public body for liquidated damages. The liquidated damages are \$10.00 for each calendar day the records are late.

Only apprentices registered with the Maryland Apprenticeship and Training Council shall be employed on prevailing wage projects. Apprentices shall be paid a percentage of the determined journey person's wage for the specific craft.

Overtime rates shall be paid by the contractor and any subcontractors under its contracts and agreements with their employees which in no event shall be less than time and one-half the prevailing hourly rate of wages for all hours worked in excess of ten (10) hours in any one calendar day; in excess of forty (40) hours per workweek; and work performed on Sundays and legal holidays.

Contractors and subcontractors employing a classification of worker for which a wage rate was not issued SHALL notify the Commissioner of Labor & Industry, Prevailing Wage Unit, for the purpose of obtaining the wage rate for said classification PRIOR TO BEING EMPLOYED on the project. To obtain a prevailing wage rate which was NOT listed on the Wage Determination, a contractor or subcontractor can look on the LABOR webpage under prevailing wage.

Contractors and subcontractors shall maintain a valid copy of proper State and county licenses that permit the contractor and a subcontractor to perform construction work in the State of Maryland. These licenses must be retained at the worksite and available for review upon request by the Commissioner of Labor and Industry's designee.

****Each contractor under a public work contract subject to Section 17-219 shall:**

1. Post a clearly legible statement of each prevailing wage rate to be paid under the public work contract; and
2. Keep the statement posted during the full time that any employee is employed on the public work contract.
3. The statement of prevailing wage rates shall be posted in a prominent and easily accessible place at the site of the public work.

****Penalty - Subject to Section 10-1001 of the State Government Article, the Commissioner may impose on a person that violates this section a civil penalty of up to \$50.00 per violation.**

Under the Maryland Apprenticeship and Training Council requirements, consistent with proper supervision, training and continuity of employment and applicable provisions in collective bargaining agreements, a ratio of one journey person regularly employed to one apprentice shall be allowed. No deviation from this ratio shall be permitted without prior written approval from the Maryland Apprenticeship and Training Council.

Laborers may NOT assist mechanics in the performance of the mechanic's work, NOR USE TOOLS peculiar to established trades.

ALL contractors and subcontractors shall employ only competent workers and apprentices and may NOT employ any individual classified as a HELPER or TRAINEE on a prevailing wage project.

The State Apprenticeship and Training Fund (Fund) law provides that contractors and certain subcontractors performing work on certain public work contracts are required to make contributions toward apprenticeship. See §17-601 through 17-606, State Finance and Procurement, Annotated Code of Maryland. Contractors and subcontractors have three options where they can choose to make their contributions: (1) participate in a registered apprenticeship training program; (2) contribute to an organization that has a registered apprenticeship training program; or (3) contribute to the State Apprenticeship and Training Fund.

The Department of Labor (LABOR) is moving forward with final adoption of regulations. The regulations were published in the December 14, 2012 edition of the Maryland Register.

IMPORTANT: Please note that the obligations under this law will become effective on JULY 1, 2013. This law will require that contractors and certain subcontractors make contributions toward apprenticeship and report those contributions on their certified payroll records that they submit pursuant to the prevailing wage law.

The Department is offering outreach seminars to any interested parties including contractors, trade associations, and any other stakeholders. Please contact the Department at dldlprevailingwage-dllr@maryland.gov or (410) 767-2968 for seminar times and locations. In addition, information regarding this law will be provided at pre-construction meetings for projects covered by the Prevailing Wage law.

For additional information, contact:
Division of Labor and Industry
Maryland Apprenticeship and Training
1100 North Eutaw Street, Room 606
Baltimore, Maryland 21201
(410) 767-2246
E-Mail Address: matp@dllr.state.md.us.

STATE OF MARYLAND
DEPARTMENT OF LABOR
DIVISION OF LABOR AND INDUSTRY
PREVAILING WAGE SECTION
1100 N. Eutaw Street, Room 607
Baltimore, MD 21201
(410) 767-2342

The wage rates to be paid laborers and mechanics for the locality described below is announced by order of Commissioner of Labor and Industry.

It is mandatory upon the successful bidder and any subcontractor under him, to pay not less than the specific rates to all workers employed by them in executing contracts in this locality. Reference: Annotated Code of Maryland State Finance and Procurement, Section 17-201 thru 17-226.

These wage rates were taken from the locality survey of 2024 for Washington County, issued pursuant to the Commissioner's authority under State Finance and Procurement Article Section 17-209, Annotated Code of Maryland or subsequent modification.

****Note:** If additional Prevailing Wage Rates are needed for this project beyond those listed below, contact the Prevailing Wage Unit. Phone: (410) 767-2342, email: prevailingwage@dllr.state.md.us.

Name and Title of Requesting Officer: Dawn Baker - Procurement Officer
Department, Agency or Bureau: Hagerstown Community College
11400 Robinwood Drive HAGERSTOWN, MD 21742

Project Number

CC-02-MC22-478

Location and Description of work:

Washington County: Second entrance widening on the HCC campus

Determination Number

63349

Date of Issue: Oct 08, 2025

HIGHWAY CONSTRUCTION

CLASSIFICATION	MODIFICATION REASON	BASIC HOURLY RATE	BORROWED FROM	FRINGE BENEFIT PAYMENT
CARPENTER	CR	\$30.25		\$22.00
CARPENTER - SHORING SCAFFOLD BUILDER	CR	\$30.25		\$22.00
CEMENT MASON	CR	\$30.13		\$21.35
ELECTRICIAN	CR	\$41.00	001	\$20.68
INSULATION WORKER	CR	\$40.02	023	\$19.92
IRONWORKER - FENCE ERECTOR	CR	\$31.00		\$24.40
IRONWORKER - ORNAMENTAL	CR	\$31.00		\$24.40
IRONWORKER - REINFORCING	CR	\$31.00		\$24.40
IRONWORKER - STRUCTURAL	CR	\$31.00		\$24.40
MILLWRIGHT	CR	\$35.82	001	\$20.01
PAINTER - BRIDGE	CR	\$44.18	001	\$16.08

POWER EQUIPMENT OPERATOR - BACKHOE	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - BELT PRESS	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - BOOM TRUCK	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - BROOM / SWEEPER	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - BULLDOZER	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - CONCRETE CURB AND GUTTER PAN	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - CONCRETE PUMP	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - CRANE	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - CRANE - TOWER	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - DRILL - RIG	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - EXCAVATOR	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - FORKLIFT	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - GRADALL	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - GRADER	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - HOIST	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - LOADER	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - MECHANIC	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - MILLING MACHINE	CR	\$26.37	\$4.42
POWER EQUIPMENT OPERATOR - OILER	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - PAVER	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - ROCK / STUMP TUB GRINDER	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - ROLLER - ASPHALT	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - ROLLER - EARTH	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - SCRAPER	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - SCREED	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - SHOULDER MACHINE	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - SKID STEER (BOBCAT)	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - SKIDDER	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - SPREADER	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - TRENCHER	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR - TRIMMER	CR	\$35.47	\$16.70
POWER EQUIPMENT OPERATOR- TRANSFER MACHINE OPERATOR	CR	\$35.47	\$16.70
TRUCK DRIVER - CONCRETE PUMP	CR	\$35.47	\$16.70
TRUCK DRIVER - DUMP	CR	\$27.29	\$9.02
TRUCK DRIVER - DUMP - ARTICULATING	CR	\$35.47	\$16.70
TRUCK DRIVER - FLATBED	CR	\$35.47	\$16.70
TRUCK DRIVER - LOWBOY	CR	\$35.47	\$16.70
TRUCK DRIVER - TACK/TAR TRUCK	CR	\$27.00	\$4.86
TRUCK DRIVER - TRACTOR TRAILER	CR	\$35.47	\$16.70
TRUCK DRIVER - WATER	CR	\$35.47	\$16.70
LABORER GROUP II			
LABORER - ASPHALT RAKER	AD	\$23.81	\$22.70
LABORER - COMMON	AD	\$23.81	\$22.70
LABORER - CONCRETE PUDDLER	AD	\$23.81	\$22.70

LABORER - CONCRETE TENDER	AD	\$23.81	\$22.70
LABORER - CONCRETE VIBRATOR	AD	\$23.81	\$22.70
LABORER - DENSITY GAUGE	AD	\$23.81	\$22.70
LABORER - FIREPROOFER - MIXER	AD	\$23.81	\$22.70
LABORER - FLAGGER	AD	\$23.81	\$22.70
LABORER - GRADE CHECKER	AD	\$23.81	\$22.70
LABORER - HAND ROLLER	AD	\$23.81	\$22.70
LABORER - JACKHAMMER	AD	\$23.81	\$22.70
LABORER - LANDSCAPING	AD	\$23.81	\$22.70
LABORER - LAYOUT	AD	\$23.81	\$22.70
LABORER - LUTEMAN	AD	\$23.81	\$22.70
LABORER - MORTAR MIXER	AD	\$23.81	\$22.70
LABORER - PLASTERER - HANDLER	AD	\$23.81	\$22.70
LABORER - TAMPER	AD	\$23.81	\$22.70
LABORERS GROUP I			
LABORER - AIR TOOL OPERATOR	AD	\$23.81	\$22.70
LABORER - ASPHALT PAVER	AD	\$23.81	\$22.70
LABORER - BLASTER - DYNAMITE	AD	\$23.81	\$22.70
LABORER - BURNER	AD	\$23.81	\$22.70
LABORER - CONCRETE SURFACER	AD	\$23.81	\$22.70
LABORER - HAZARDOUS MATERIAL HANDLER	AD	\$23.81	\$22.70
LABORER - MASON TENDER	AD	\$23.81	\$22.70
LABORER - PIPELAYER	AD	\$23.81	\$22.70
LABORER - SCAFFOLD BUILDER	AD	\$23.81	\$22.70

Incidental Craft Data: Caulker, Man Lift Operator, Rigger, Scaffold Builder, and Welder receive the wage and fringe rates prescribed for the craft performing the operation to which welding, scaffold building, rigging, operating a Man Lift, or caulking is incidental.

These **Informational Prevailing Wage Rates** may not be substituted for the requirements of pre-advertisement or onsite job posting for a public work contract that exceeds \$250,000 in value and either of the following criteria are met: (1) the contracting body is a unit of State government or an instrumentality of the State and there is any State funding for the project; or (2) the contracting body is a political subdivision, agency, person or entity (such as a county) and the State funds 25% or more of the project.

Modification Codes:

- (AD) 17-209 Annual Determination from Survey Wage Data Received
- (CH) 17-211 Commissioners' Hearing
- (CR) 17-208 Commissioners' Review
- (SR) 17-208 Survey Review by Staff

Each "Borrowed From" county is identified with the FIPS 3-digit county code unique for the specific jurisdiction in Maryland.

For additional information on the FIPS (Federal Information Processing Standard) code, see <http://www.census.gov/datamap/fipslist/AllSt.txt>

The Prevailing Wage rates appearing on this form were originally derived from Maryland's annual Wage Survey. The Commissioner of Labor & Industry encourages all contractors and interested groups to participate in the voluntary Wage Survey, detailing wage rates paid to workers on various types of construction throughout Maryland.

A mail list of both street and email addresses is maintained by the Prevailing Wage Unit to enable up-to-date prevailing wage information, including Wage Survey notices to be sent to contractors and other interested parties. If you would like to be included in the mailing list, please forward (1) your Name, (2) the name of your company (if applicable), (3) your complete postal mailing address, (4) your email address and (5) your telephone number to PWMAILINGLIST@dllr.state.md.us. Requests for inclusion can also be mailed to: Prevailing Wage, 1100 N. Eutaw Street - Room 607, Baltimore MD 21201-2201.
