

**OFFICE OF PROCUREMENT
MULTI-FACILITY GROUND MAINTENANCE AND POND WEED CONTROL SERVICES
RFB NO.: E425-008
BID DUE DATE AND TIME: MAY 1, 2025 @ 3:00 PM**

**ADDENDUM #1
ISSUED: APRIL 22, 2025**

THE PURPOSE OF ADDENDUM IS TO MAKE THE CHANGES TO THE RFB DOCUMENTS:

Item 1-1 Add a site opportunity to the Germantown Campus in Section 1.3 as follows:

A group site visit opportunity to the Germantown Campus will be provided at **9:00 am, Monday, April 26, 2025**. Mr. John Byron, Grounds Maintenance Supervisor from Germantown Campus Facilities Office will meet all interested Bidders in front of **Paul Peck Academic and Innovation Building (PK), 20200 Observation Drive, Germantown, MD 20876**. See campus and building directions at <https://www.montgomerycollege.edu/about-mc/campuses-and-locations/germantown-campus/index.html>)

John can be reached via email at john.byron@montgomerycollege.edu, or by phone at 240-567-1999.

Item 1-2 Update the **REGISTRATION OF CORPORATIONS NOT REGISTERED IN THE STATE OF MARYLAND** on the bid cover page as follows:

REGISTRATION OF CORPORATIONS NOT REGISTERED IN THE STATE OF MARYLAND Pursuant to 7-202 et. Seq. of the Corporation and Associations Article of the Annotated Code of Maryland, corporations not incorporated in the State of Maryland shall be registered with the State Department of Assessments and Taxation, 301 West Preston Street, Baltimore, Maryland 21201 before doing any interstate or foreign business in this State. **Corporations must be registered, and in good standing no later than proposal submittal deadline date.** A copy of the registration or application for registration may be requested by the College. The registration process can be completed at the following link: <https://businessexpress.maryland.gov/start/register-a-business-in-maryland>

NOTE: Failure to complete the registration process by the bid submittal deadline listed above, WILL result in the disqualification of your submitted bid.

Item 1-3 Delete Section 1.32 in its entirety and replace with the following:

1.32 State of Maryland Proof of Registration

NOTE: Proof of State of Maryland business registration and standing will be verified with the Maryland State Department of Assessments and Taxation. For further information, please visit: <https://businessexpress.maryland.gov/manage/maintain-good-standing-status>.

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Item 1-4 Revise Section 1.24 Insurance Requirements and re-issue as follows:

1.24 Insurance Requirements

Contractor shall secure, pay the premiums for, and keep in force until the expirations of this Agreement, and any renewal thereof, adequate insurance as provided below, such insurance to specifically include liability assumed by Contractor under this Agreement.

- a) Commercial General Liability Insurance including all extensions:
 - \$2,000,000 each occurrence;
 - \$2,000,000 personal injury;
 - \$2,000,000 products/completed operations;
 - \$2,000,000 general aggregated
- b) Workmen's Compensation Insurance and Unemployment Insurance as required by the laws of the State of Maryland.
- c) Property damage liability insurance with a limit of not less than \$2,000,000 for each accident.
- d) If automotive equipment is used in the operation, automobile bodily injury liability insurance with limits of not less than \$1,000,000 for each person and \$2,000,000 for each accident, and property damage liability insurance, with a limit of not less than \$2,000,000 for each accident. A combined single limit policy is acceptable.

All policies for liability protection, bodily injury or property damage must specifically name on its face, Montgomery College, the Board of Trustees, and their employees as "Additional Insured" as respects to operations under the agreement and provided, however, with respect to Contractor's liability for bodily injury or property damage, such insurance shall cover and not exclude Contractor's liability for injury to the property of the College, persons or property of employees, students, faculty members, agents, officers, trustees, invitees or guests of the College.

All other specifications, terms and conditions remain unchanged.



Patrick Johnson, MBA, CPPB
Director of Procurement



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Please **sign** below to acknowledge receipt of this Addendum and include in the bid **submission**. Failure to return this Acknowledgement of Addendum may deem a bid nonresponsive.

NOTE: ACKNOWLEDGEMENT OF RECEIPT OF THE ADDENDUM WILL NOT BE ACCEPTED BY FACSIMILE.

Company Name

Authorized Signature

Date

Printed/Typed Signature