

GRIMM + PARKER

ARCHITECTS

April 17, 2026

New Combination Harford Academy and Elementary School Modified 02A Site Package

ADDENDUM NO. 1

22419

TO THE CONTRACT DRAWINGS AND SPECIFICATIONS FOR THE REFERENCED PROJECT, DATED March 30, 2026, AS PREPARED BY GRIMM AND PARKER ARCHITECTS, 11720 BELTSVILLE DRIVE, SUITE 600, CALVERTON, MARYLAND 20705.

This Addendum includes changes and clarifications to the Contract Documents. This Addendum is being issued to address recent review comments from the Harford County Department of Public Works. The Bid date and time are not changing. The information includes the following:

PRE-BID CONFERENCE INFORMATION

Attendee Sign-In Sheet

SPECIFICATION ITEMS:

- | | | |
|----------------|---|---|
| ITEM NO. 1: | SECTION 00 01 14 | LIST OF DRAWINGS |
| 00 01 14-3 | | |
| ADD | "C530 | SWM SECTIONS" to list of Civil Drawings. |
| ITEM NO. 2: | SECTION 00300 | FORM OF PROPOSAL-PREVAILING WAGE |
| REPLACE | Specification Section 00300 in its entirety with the attached revised Specification Section 00300. | |
| ITEM NO. 3: | SECTION 00 66 00 | MINORITY BUSINESS ENTERPRISE REQUIREMENTS |
| REPLACE | Specification Section 00 66 00- Minority Business Enterprise Requirements in its entirety with the attached revised Specification Section 00 66 00. | |

DRAWING ITEMS: **CIVIL**

- | | | |
|---------------|---|-----------------------------|
| ITEM NO. C1: | <u>SHEET C150</u> | <u>GRADING CONTEXT PLAN</u> |
| REVISE | Grading for Detention Pond #3 | |
| REVISE | Grading at Micro-bioretenctions #21 & 24 to include an end wall at storm drain outfalls | |
| ITEM NO. C2: | <u>SHEET C154</u> | <u>GRADING PLAN</u> |
| REVISE | Grading for Detention Pond #3 | |
| REVISE | Grading at Micro-bioretenctions #21 & 24 to include an end wall at storm drain outfalls | |

ITEM NO. C3: SHEET C400 EXISTING EROSION & SEDIMENT CONTROL CONTEXT PLAN
REVISE Grading of Trap #3
REVISE Erosion and sediment controls associated with Trap #3 per grading revisions
REVISE Horizontal Draw-down Device for Sediment Basin #2
REVISE Storm drain layout
ADD Inlet I-108A

ITEM NO. C4: SHEET C401 EXISTING EROSION & SEDIMENT CONTROL PLAN
ADD Matchline label

ITEM NO. C5: SHEET C402 EXISTING EROSION & SEDIMENT CONTROL PLAN
ADD Matchline label

ITEM NO. C6: SHEET C403 EXISTING EROSION & SEDIMENT CONTROL PLAN
REVISE Storm drain layout and storm drain table

ITEM NO. C7: SHEET C404 EXISTING EROSION & SEDIMENT CONTROL PLAN
REVISE Grading of Trap #3
REVISE Erosion and sediment controls associated with Trap #3 per grading revisions
REVISE Horizontal Draw-down Device for Sediment Basin #2
REVISE Storm drain layout
ADD Inlet I-108A

ITEM NO. C8: SHEET C422 EROSION & SEDIMENT CONTROL NOTES
REVISE Step 13 in the Sequence of Construction

ITEM NO. C9: SHEET C431 EROSION & SEDIMENT CONTROL PROFILES
REVISE Profile 3
REVISE I-902 & I-911 in the Storm Drain Structure Table

ITEM NO. C10: SHEET C441 EROSION & SEDIMENT CONTROL SECTIONS & DETAILS
REVISE Section for Sediment Basin #2

DRAWING ITEMS: **ARCHITECTURAL**

ITEM NO. A1: SHEET TS102 LIST OF DRAWINGS – VOLUME 1
ADD "C530 SWM SECTIONS" to list of Civil sheets.
ADD "C672 PUBLIC ROAD CROSS SECTIONS" to list of Civil sheets.
DELETE "M203 PART FLOOR PLAN -HVAC PIPING-ALTERNATE #1 from list of
MECHANICAL sheets.
DELETE "M204 ROOF PLAN -HVAC" from list of MECHANICAL sheets.

ITEM NO. A2:	<u>SHEET TS103</u>	<u>LIST OF DRAWINGS – VOLUME 1 CONT</u>
ADD	“M203	PART FLOOR PLAN -HVAC PIPING-ALTERNATE #1 to list of MECHANICAL sheets.
ADD	“M204	ROOF PLAN -HVAC” to list of MECHANICAL sheets.
ITEM NO. A3:	<u>SHEET TS202</u>	<u>LIST OF DRAWINGS – VOLUME 2</u>
ADD	“C530	SWM SECTIONS” to list of Civil sheets.
ADD	“C672	PUBLIC ROAD CROSS SECTIONS” to list of Civil sheets.
DELETE	“M203	PART FLOOR PLAN -HVAC PIPING-ALTERNATE #1 from list of MECHANICAL sheets.
DELETE	“M204	ROOF PLAN -HVAC” from list of MECHANICAL sheets.
ITEM NO. A4:	<u>SHEET TS203</u>	<u>LIST OF DRAWINGS – VOLUME 2 CONT</u>
ADD	“M203	PART FLOOR PLAN -HVAC PIPING-ALTERNATE #1 to list of MECHANICAL sheets.
ADD	“M204	ROOF PLAN -HVAC” to list of MECHANICAL sheets.
ITEM NO. A5:	<u>SHEET TS302</u>	<u>LIST OF DRAWINGS – VOLUME 3</u>
ADD	“C530	SWM SECTIONS” to list of Civil sheets.
ADD	“C672	PUBLIC ROAD CROSS SECTIONS” to list of Civil sheets.
DELETE	“M203	PART FLOOR PLAN -HVAC PIPING-ALTERNATE #1 from list of MECHANICAL sheets.
DELETE	“M204	ROOF PLAN -HVAC” from list of MECHANICAL sheets.
ITEM NO. A6:	<u>SHEET TS303</u>	<u>LIST OF DRAWINGS – VOLUME 3 CONT</u>
ADD	“M203	PART FLOOR PLAN -HVAC PIPING-ALTERNATE #1 to list of MECHANICAL sheets.
ADD	“M204	ROOF PLAN -HVAC” to list of MECHANICAL sheets.

BIDDER’S QUESTIONS:

QUESTION NO. 1:

SOW 18 includes permanent stabilization. Please clarify.

RESPONSE:

Per the Erosion & Sediment Control Notes, Permanent Stabilization is required in areas of exposed soil requiring ground cover for a period in excess of 6 Months.

QUESTION NO. 2:

SOW 18 includes maintaining the site for the entire duration of the project. Please confirm that is limited the duration of the Modified 02A Site Package.

RESPONSE:

Modified 2A Site Package to maintain site until the start of the Building Construction package, tentatively expected May 2027.

QUESTION NO. 3:

Please provide an email address for Cara Hughes for the purpose of submitting the Contractor's Qualification Statement.

RESPONSE:

Contractor's Qualification Statement can be sent to Cara Hughes: cara.hughes@hcps.org

QUESTION NO. 4:

Please confirm per SOW 17 that the full time person to operate each tire wash down station shall be thru 11/27/26.

RESPONSE:

Tire wash down required until approval received from Authorities Having Jurisdiction.

QUESTION NO. 5:

Please confirm that the 18,000 tn of stone per SOW 24 is to be placed as shown on the Preliminary site Logistics Plan.

RESPONSE:

Correct. SOW #24 stone is to be used for installation and maintenance of access roads and staging areas roughly depicted in the Preliminary Site Logistics Plan.

QUESTION NO. 6:

What are the limits of work for SOW 50? Please clarify storm piping not specifically depicted.

RESPONSE:

This package is inclusive of only utilities required for Erosion & Sediment Controls. Final site utilities not included in this scope.

QUESTION NO. 7:

Can the stone for the temporary access roads be recycled?

RESPONSE:

For bidding purposes, include stone per the contract documents.

QUESTION NO. 8:

SOW 25 says to grade to design elevations. Does that mean finish grades or subgrades?

RESPONSE:

Refer to SOW #29.

QUESTION NO. 9:

To what elevations should we grade the bio facilities?

RESPONSE:

Contractor to install per the Existing Erosion & Sediment Control Plans.

QUESTION NO. 10:

Form of proposal notes that MBE Attachments A & B are to be submitted with our proposal. These attachments are not included in the specs.

RESPONSE:

Specification Section 00 66 00 will be re-issued in addendum 1 to clarify attachments. Specification Section 00 03 00 will be reissued in addendum 1 to clarify attachments.

QUESTION NO. 11:

Is salvage and reinstallation of the fiber optic line part of the scope of work?

RESPONSE:

Demo/Salvage included in this SOW. Reinstallation to be excluded.

QUESTION NO. 12:

Should we assume leaving enough excavated dirt on site for the backfill of sediment traps by others?

RESPONSE:

Backfill of sediment traps by others.

QUESTION NO. 13:

What is the tolerance for the grading for this package?

RESPONSE:

Please refer to 31 20 00 Earth Moving - 3.21.B.

QUESTION NO. 14:

Please clarify intent of the last two sentences in SOW 29. One says to grade building pad to subgrade. The other says leave subgrade high in building footprint, slope to exterior. Since we are soil cementing the building pad shouldn't be leaving the top of soil cement at pad subgrade?

RESPONSE:

Soil Cement to be installed to pad subgrade with a soil cap sloped for drainage per scope item.

QUESTION NO. 15:

Should the soil cement for the building extend to the limits of structural fill, 10' beyond building lines, as noted in SOW 30?

RESPONSE:

Soil Cement to extend per SOW 30.

QUESTION NO. 16:

Item 50 within the 2A scope of work, what is that referring to?

RESPONSE:

This package is inclusive of only utilities required for Erosion & Sediment Controls. Final site utilities not included in this scope.

QUESTION NO. 17:

Will Topsoil Respread be required across the site prior to demobilization? If so, what thickness will be required?

RESPONSE:

Contractor to provide subgrade elevations.

QUESTION NO. 18:

To confirm, per Note 25 of Section 008300, ALL stripped topsoil is to be stockpiled and remain onsite, correct?

RESPONSE:

Scope is clear.

QUESTION NO. 19:

Before Demoblization, will the 02A Contractor be responsible for stabilization of the site. If so should the 02A Contractor follow the temporary or permanent stabilization requirements?

RESPONSE:

02A Contractor responsible for all stabilization, temporary and permanent per the Erosion & Sediment Control Plan Notes.

QUESTION NO. 20:

Per Note 25 of Section 008300, the 02A Contractor is to bring the site to Design Elevations. However, Note 29 seems to indicate that the site should be left at Subgrade Elevations. Please advise.

RESPONSE:

Contractor to provide subgrade elevations.

QUESTION NO. 21:

Per Notes 25 and 29, the 02A Contractor is to leave the site at either subgrade or design elevation which appear to be shown on sheets C150 to C-155. These sheets still show the microbioretention basins, however, per sheet C-422 the microbioretention basins have been eliminated from the construction sequence. Futhermore, per the E&S Sequence, the microbioretention basins cant be excavated until all contributing drainage areas (which include the paving areas) have been constructed. Please confirm if the Microbioretention Basins are part of this contract.

RESPONSE:

This package is inclusive of only utilities required for Erosion & Sediment Controls. Final site utilities not included in this scope.

QUESTION NO. 22:

Since the demolition of the curb and asphalt paving along Eva Mar Boulevard is no longer part of this contract, would you please confirm that the existing storm lines to be removed have also been removed from the contract?

RESPONSE:

Refer to Scope Sketch A. CMSK001 for limits.

QUESTION NO. 23:

In regards to the existing UG utilities to be demolished, would you please advise if any are encased in concrete ductbanks?

RESPONSE:

Contractors may coordinate site visit, coordinate test pitting.

QUESTION NO. 24:

Are drawings of the project that was perviously to be constructed on this site available?

RESPONSE:

No.

QUESTION NO. 25:

Are we to leave temp fencing in place at completion of this package? Our pricing will be a rental. So, who removes it and when? Who makes adjustments if necessary after we leave?

RESPONSE:

Fencing to remain installed for building construction

QUESTION NO. 26:

Please refer to Sheet C403 and C404. Storm run from M112 to E101 is to be installed as part of the Existing E&S Control Plan Phase. This is to be part of the permanent storm system. However, per section 00 83 00 Note 28 that would have included the storm system within the Package 02A Scope of work, has been eliminated. Would you please confirm if this Storm Run is to be installed as part of this Contract?

RESPONSE:

2A contractor to provide all utilities required for complete ESC system per the Existing Erosion & Sediment Control Plans.

Attachments:

- A. *Pre-Bid Attendees List*
- B. *Specifications*
- C. *Drawings*

End of Addendum No. 1

ATTACHMENT A:
PRE-BID ATTENDEES
LIST

ATTACHMENT B:
SPECIFICATIONS

SECTION 00300 - FORM OF PROPOSAL – PREVAILING WAGE RATE

Proposal of: _____ (firm name)

Bid Package No. _____

Re: *New Combination Harford Academy and Elementary School,
Modified 02A Site Package
1605 Eva Mar Boulevard, Bel Air, Maryland*

Date: _____

To: Harford County Public Schools
Planning & Construction Department
2209 Conowingo Road
Bel Air, Maryland 21014

All:

Having examined the Instruction to Bidders, the Drawings and the Specification, including Addenda Nos. _____,

and _____, thereto, and other proposed Contract Documents prepared by Grimm and Parker Architects and having examined the site and other conditions affecting the construction, the undersigned hereby proposes to furnish all labor, materials, equipment and services to perform all work required for New Combination Harford Academy and Elementary School Modified 02A Site Package, located at 1605 Eva Mar Boulevard, Bel Air, Maryland, in strict accordance with the Contract Documents for the sums listed in the following bid items:

It is understood that if no figure is listed for an Alternate, that the Alternate may be accepted and there shall be no change in the Base Bid amount indicated below:

1. **BASE BID:**

The Lump Sum Base Bid for the New Combination Harford Academy and Elementary School Modified 02A Site Package.

Add _____, Dollars (\$ _____)

2. **Unit Prices:**

The following unit costs shall be the basis for any **additional** or **deleted** services from the project scope of work as requested by the Owner/CM. The undersigned acknowledges the unit price values as part of this bid proposal and agrees to add or delete items for the unit prices identified when

directed to do so by the Construction Manager. Unit prices listed are applicable to all work in this project involving extra materials/services performed by the Contractor or its Subcontractors and/or credits to the Owner/CM for materials/services deleted from the project. Unit price includes all overhead, profit, applicable taxes, bonds, labor, fringes, materials, equipment, burden and any other incidentals related to the completion of the work. Prices as stated shall remain in effect through the end of the Contract period. The undersigned acknowledges the unit price values as part of this bid and agrees to add or delete items for the unit prices

NUMBER	DESCRIPTION OF ITEM	UNIT	PRICE
1.	Earth Excavation – machine	cu. yd.	<u>\$ 4.50</u>
2.	Earth Excavation – hand	cu. yd.	<u>\$ 320.00</u>
3.	Trench Machine earth excavation	cu. yd.	<u>\$ 8.50</u>
4.	Open area rock excavation and removal (Over 2,500 cu. yds. to be negotiated at a lower rate)	cu. yd.	<u>\$ 125.00</u>
5.	Trench rock excavation and removal	cu. yd.	<u>\$ 225.00</u>
6.	Sodding	sq. yd.	<u>\$ 7.50</u>
7.	Hydroseeding	sq. yd.	<u>\$ 1.75</u>
8.	Concrete Walk (4", with mesh)	sq. yd.	<u>\$ 99.00</u>
9.	Gravel under slab	cu. yd.	<u>\$ 56.00</u>
10.	Bituminous Paving Standard Duty (Parking detail)	sq. yd.	<u>\$ 45.00</u>
11.	Bituminous Paving Heavy Duty (Bus areas)	sq. yd.	<u>\$ 57.00</u>
12.	Reinforced Concrete Footings – does not include excavation	cu. yd.	<u>\$ 475.00</u>
13.	Imported Topsoil (Spread)	cu. yd.	<u>\$ 52.00</u>
14.	Removal of unsuitable excavated material from site		
	Yardage under 5,000	cu. yd.	<u>\$ 40.00</u>
15.	Yardage over 5,000 up to 20,000	cu. yd.	<u>\$ 38.00</u>
16.	Yardage over 20,000 to be negotiated at a lower rate	cu. yd.	Negotiated
17.	Excavate unsuitable material and store on site	cu. yd.	<u>\$ 6.00</u>
18.	Furnish, deliver, spread and compact suitable material from on-site	cu. yd.	<u>\$ 6.50</u>
19.	Ground Stabilization Cloth	sq. yd.	\$ 2.50
20.	Longitudinal under-drain	lin. ft.	\$20.00
21.	Furnish, deliver, spread and compact Imported fill material		
	Yardage under 5,000	cu. yd.	\$25.00
22.	Yardage over 5,000 up to 20,000	cu. yd.	\$ 24.00
23.	Yardage over 20,000 to be negotiated at a lower rate	cu. yd.	negotiated
24.	Concrete curb and gutter	Lin. Ft	\$33.00
25.	Geotextile fabric for Site Pavement	sq. yd.	\$ 2.50
26.	4-foot vinyl coated chain link fence	lin. ft.	<u>\$ 24.00</u>
27.	6-foot vinyl coated chain link fence	lin. ft.	<u>\$ 26.00</u>
28.	8-foot vinyl coated chain link fence	in. ft.	<u>\$ 32.00</u>
29.	Import and place #2 stone	cu. yd.	\$56.00
30.	Import and place CR6 stone	cu. yd.	\$52.00
31.	Removal of stone offsite	cu. yd.	\$35.00
32.	4" Concrete Masonry Unit Walls	sq. ft.	<u>\$13.50</u>
33.	6" Concrete Masonry Unit Walls	sq.ft.	<u>\$14.50</u>
34.	8" Concrete Masonry Unit Walls	sq. ft.	<u>\$15.50</u>
35.	12" Concrete Masonry Unit Walls	sq. ft.	<u>\$ 20.00</u>
36.	4" Face Brick	sq. ft.	<u>\$26.50</u>
37.	Vinyl Composition Tile	sq. ft.	<u>\$ 4.60</u>
38.	Carpeting	sq. yd.	<u>\$40.00</u>
39.	Vinyl Wall Base	Lin. ft.	<u>\$ 2.25</u>
40.	Quartz Tile	Sq. ft.	<u>\$ 15.00</u>
41.	Acoustical ceiling	Sq. ft.	<u>\$ 7.00</u>

42.	Drywall ceiling	Sq. ft.	<u>\$ 7.50</u>
43.	Floor leveling w/Ardex self-leveling gout mixture	Sq. ft.	<u>\$ 4.55</u>
44.	Duplex electrical receptacle	Each	<u>\$225.00</u>
45.	Toggle light switch	Each	<u>\$ 20.00</u>
46.	Single Data/Communication outlet	Each	<u>\$ 275.00</u>
47.	Double Data/Communication outlet	Each	<u>\$ 325.00</u>
48.	Cable TV outlet	Each	<u>\$ 225.00</u>
49.	Recessed Fire Extinguisher & cabinet	Each	<u>\$ 850.00</u>
50.	Wall footings	Cu. Yd.	<u>\$ 380.00</u>
51.	Column footings	Cu. Yd.	<u>\$ 380.00</u>
52.	Wood blocking for parapets	Lin. ft.	<u>\$ 3.75</u>
53.	Walk pads	Sq. ft.	<u>\$ 6.00</u>
54.	Duct	Lb.	<u>\$ 12.50</u>
55.	Hollow metal door frame Door	Each	<u>\$ 1,159.00</u>
56.	Drywall bulkhead	Sq. ft.	<u>\$11.00</u>
57.	Drywall partitions	Sq. ft.	<u>\$9.50</u>
58.	Markerboard/Tackboard	Sq. ft.	<u>\$ 31.00</u>

PERFORMANCE BOND

The undersigned intends that the surety company, noted here, shall furnish the performance bond:

EXECUTION:

The undersigned affirms that the Base Bid stated above represents the entire cost of the Project in accordance with the Bid Documents and that no claim shall be made on account of any increase in wage, scales, material prices, taxes, insurance, cost indexes, or any other rate affecting the construction industry and/or this project.

The undersigned agrees, upon receipt of written notice of the acceptance of this bid within (90) calendar days after the date of opening of bids to execute the standard form of contract in accordance with the bid as accepted, and to give performance and payment bond with good and sufficient surety or sureties, for the faithful performance of the contract and for the protection of all persons supplying labor and materials in the prosecution of the work, within ten (10) calendar days after the prescribed forms are presented for signature.

Signature of:

X _____
Bidder if the bidder is an individual.

Name and Title (printed)

Registered Maryland Contractor No. _____

OR

X _____
Partner if the bidder is a partnership.

Name and Title (printed)

Registered Maryland Contractor No. _____

OR

X _____

Officer if bidder is a corporation.

Name and Title (printed)

Registered Maryland Contractor No. _____

ALL

Subscribed and sworn before me this _____ day of _____, 2025.

X _____

Notary Public

My Commission expires: _____

NOTE: The following items shall be completed and submitted as attachments to the Bid at the time of the Bid opening:

- *1. Section 00430 Bid Bond
- *2. Section 00660 Attachment D-1A
- 3. Section 00630 Affidavit of Qualification to Bid

***NOTE: Items 1 and 2 must be submitted in proper form and content at the time of bid opening or the bid will be rejected as non-responsive.**

ADDENDUM NO. 1- MODIFIED 02A SITE PACKAGE

00 66 00 – MINORITY BUSINESS ENTERPRISE REQUIREMENTS

Minority Business Enterprises are encouraged to respond to the invitation.

Minority Business Enterprise documentation is required for this project.

It is the intent of Harford County Public Schools to actively participate in the achievement of the MBE participation requirement contained herein. The contractor or suppliers who provide materials, supplies, equipment, and/or services for this project shall attempt to achieve a **minimum percentage as noted below**. The bidder may utilize the Maryland Department of Transportation website (www.mdot.state.md.us) to help locate Maryland Department of Transportation certified Minority Business Enterprises.

The bidder or offeror shall submit with its bid or proposal a completed **MBE Utilization and Fair Solicitation Affidavit & MBE Participation Schedule, Attachment D-1A**, that identifies the bidder or offeror's specific commitment of Certified Minority Business and certifies it made a good faith effort to achieve the goal established in the solicitation. The MBE Participation Schedule shall include the name of each certified MBE that will participate in the project including its respective MBE classification and shall include the items of work to be performed or furnished and the committed price or the percentage of the contract to be paid to each MBE for the work or supply.


The failure of a bidder to complete and submit all the required forms as required by the MBE procedures dated October 4, 2021, shall result in a determination that the bid is not responsive.

Note: The contract goals for various package bids shall be:

<u>Package</u>	<u>MBE Goal Percentage</u>
02A- Sitework, Utilities, Demolition	<u>10% Overall</u>

ADDENDUM NO. 1- MODIFIED 02A SITE PACKAGE

**MINORITY BUSINESS ENTERPRISE PROCEDURES
FOR STATE FUNDED
PUBLIC SCHOOL CONSTRUCTION PROJECTS**

Approved: 

**Sean W. Bulson, Ed.D.
Superintendent of Schools**

**These procedures supersede the latest procedures which were previously approved on
November 15, 2013.**

DATE OF APPROVAL OF REVISION: October 4, 2021

These procedures were approved by the Interagency Committee on School Construction on August 1, 2020, and shall be utilized by each public school system in Maryland as a condition for the receipt of State funds through the Public-School Construction Program.

The effective date for implementation for projects in Harford County is October 4, 2021.

ADDENDUM NO. 1- MODIFIED 02A SITE PACKAGE

MINORITY BUSINESS ENTERPRISE PROCEDURES FOR STATE FUNDED PUBLIC SCHOOL CONSTRUCTION PROJECTS

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MINORITY BUSINESS ENTERPRISE PROCEDURES FOR STATE FUNDED PUBLIC SCHOOL CONSTRUCTION PROJECTS

BACKGROUND

In 1978, the Maryland General Assembly passed legislation, which was signed into law to establish the State's Minority Business Enterprise Program. This new law sets as a goal that at least 10% of each unit of State government's total dollar value of procurement contracts for purchases and/or contracts are awarded to minority business enterprises. This law was subsequently modified, and the goal was increased to 14%. In 2001 the General Assembly significantly changed the program, setting the overall goal to 25% with subcontracting subgoals of 7% for certified African American-owned businesses and 10% for certified women-owned businesses. In 2012, the General Assembly passed legislation authorizing the Governor's Office of Small, Minority & Women Business Affairs (GOSBA), in consultation with the Maryland Department of Transportation (MDOT) and the Office of the Attorney General, to set the overall aspirational MBE goal every two years. GOSBA proposed the increase to 29% after considering several factors prescribed by law, including the relative availability of minority and woman owned businesses as demonstrated by the State's most recent Disparity Study, as well as the past participation of MBEs in state procurement. The 29% goal will be in place for fiscal years 2021 and 2022 on State-funded contracts.

In 1979, the Board of Public Works revised the Rules, Regulations, and Procedures for the Administration of the School Construction Program to require each local board of education to adopt procedures to attempt to include minority business enterprises in State funded school construction projects. The State law was revised and now states: "The Interagency Committee on School Construction (IAC) shall require each local board of education to adopt procedures consistent with this chapter before obtaining funds for public school construction projects."

In May 2007, the Rules, Regulations, and Procedures were replaced by regulations. The regulations concerning project procurement (COMAR 23.03.03) indicate that the State's minority business enterprise goals and procedures apply to all State funded projects, irrespective of procurement method.

In July 2011, a Sub-Goal Directive was issued by the Governor's Office of Small, Minority & Women Business Affairs (GOSBA). This Directive established the process for setting contract-by-contract sub-goals. Subgoals consistent with demonstrated underrepresentation were pre-established within the Directive.

The 2012 MBE Program statute directs the Board of Public Works (BPW) to issue regulations that:

- Require bidders or offerors to complete a bid document that specifies the overall percentage of the contract they agree to achieve through MBEs clarifies that the documents the bidder or offeror submits for its MBE participation commitments must be made part of the executed contract with the State; and
- Requires that every contract that includes MBE participation goals contain a liquidated damages provision if the prime contractor does not comply in good faith with its MBE participation commitments.

ADDENDUM NO. 1- MODIFIED 02A SITE PACKAGE

OVERVIEW

This Minority Business Enterprise (MBE) procedure document was originally developed in response to a requirement set forth in the Rules, Regulations, and Procedures for the Administration of the School Construction Program. The MBE requirement was initially established under HB 64, which was passed in the 1978 session of the Maryland General Assembly and signed into law as Chapter 575 of the Acts of 1978.

Since the Board adopted its original Minority Business Enterprise Procedures, there have been changes in State statutes, regulations adopted by the Board of Public Works, procedural requirements, project eligibility requirements, and the sub-goals to be set for school construction projects. This revised procedure is consistent with current legislation and the changes to the Code of Maryland Regulations (COMAR) requirements, effective November 7, 2005, May 21, 2007, and November 14, 2011.

The revised procedures issued by GOSBA in July 2011 provide guidance for establishing overall goals that are contract-specific and reasonable, and for setting subgoals only on contracts that have subcontracting opportunities. The procedures for setting overall MBE goals have not changed, however once the overall goal is decided by the Procurement Review Group (PRG), the subgoal analysis must be completed for contracts that have a total potential MBE participation over a minimum threshold amount, as defined for specific Major Industry Categories.

All activities funded through the Public-School Construction Program fall within Construction in the Major Industry Categories. In place of the original goals of 7% for African American-owned businesses and 10% for certified women-owned businesses, the subgoals for construction are now 8% for African American owned businesses and 11% for woman owned businesses. Subgoals are not to be set for other minority groups, which may however be represented in the overall contract goal.

SECTION 1 - PURPOSE

- 1.1 The purpose of the Procedures is to fulfill the intent of the law and the guidelines issued by GOSBA by setting appropriate goals for minority business enterprise participation in every contract that includes State funding through the Public-School Construction Program (PSCP). Local Educational Agencies (LEAs) shall attempt to achieve the result that a minimum of 29% of the total dollar value of all construction contracts is made directly or indirectly with certified minority business enterprises when State PSCP funds are utilized, with a minimum of 8% from certified African American owned businesses, a minimum of 11% from certified woman owned businesses, and the balance from any certified minority business enterprises. All general contractors, including certified MBE firms, when bidding as general or prime contractors are required to attempt to achieve the MBE subcontracting goals from certified MBE firms.

SECTION 2 - EFFECTIVE DATE

- 2.1 These procedures have been adopted for use in Harford County Public Schools and supersede previously utilized MBE procedures, and will take effect on or after October 4, 2021, in accordance with Title 14, §3, State Finance and Procurement Article, effective July 1, 2011.

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SECTION 3 - DEFINITIONS

3.1. Certification

3.1.1. The determination that a legal entity is a minority business enterprise consistent with the intent of Subtitle 3 of the State Finance and Procurement Article.

3.2. Certified Minority Business Enterprise

3.2.1. A minority business that holds a certification issued by the Maryland State Department of Transportation (MDOT).

3.3. Corporation

3.3.1. As defined by MDOT, is an artificial person or legal entity created by or under the authority of the laws of any state of the United States, the District of Columbia or a territory or commonwealth of the United States and formed for the purpose of transacting business in the widest sense of that term, including not only trade and commerce, but also manufacturing, mining, banking, insurance, transportation and other forms of commercial or industry activity where the purpose of the organization is profit. For eligibility for certification, disadvantaged and/or minority individuals must own at least 51% of the voting stock and at least 51% of the aggregate of all classes of stock that have been issued by the corporation. Note: stock held in trust is not considered as stock held by the disadvantaged businesspersons when computing the businessperson(s) ownership.

3.4. Managerial Control

3.4.1. As defined by MDOT, means that a disadvantaged or minority owner(s) has the demonstrable ability to make independent and unilateral business decisions needed to guide the future and destiny of a business. Control may be demonstrated in many ways. For a minority owner to demonstrate control, the following examples are put forth, but are not intended to be all inclusive:

3.4.1. Articles of Incorporation, Corporate Bylaws, Partnership Agreements, and other agreements shall be free of restrictive language which would dilute the minority owner's control thereby preventing the minority owner from making those decisions which affect the destiny of a business;

3.4.2. The minority owner shall be able to show clearly through production of documents the areas of the disadvantaged business owner's control, such as, but not limited to:

- Authority to sign payroll checks and letters of credit;
- Authority to negotiate and sign for insurance and/or bonds;
- Authority to negotiate for banking services, ex. establishing lines of credit, and;
- Authority to negotiate and sign for contracts.

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3.4.3. Agreements for support services that do not lessen the minority owner's control of the company are permitted if the disadvantaged or minority business owner's authority to manage the company is not restricted or impaired.

3.5. Minority Business Enterprise (MBE)

3.5.1. Any legal entity, except a joint venture, that is (a) organized to engage in commercial transactions, and (b) at least 51% owned and controlled by one or more individuals who are socially and economically disadvantaged including: African Americans, American Indian/Native Americans, Asians, Hispanics, Physically or Mentally Disabled Individuals, Women, or a Non-profit entity organized to promote the interests of physically or mentally disabled individuals.

3.6. Minority Business Enterprise Liaison

3.6.1. The employee of the school system designated to administer the Minority Business Enterprise Procedures for State funded public school construction projects.

3.7. Operational Control

3.7.1 As defined by MDOT, means that the disadvantaged or minority owner(s) must possess knowledge necessary to evaluate technical aspects of the business entity. The primary consideration in determining operational control and the extent to which the disadvantaged or minority owner(s) actually operates a business will rest upon the specialties of the industry of which the business is a part. The minority owner should have a working knowledge of the technical requirements needed to operate in his/her industry. Specifically, in the construction industry and especially among small (one to five person firms) contractors, it is reasonable to expect the disadvantaged or minority owner(s) to be knowledgeable of all aspects of the business. Accordingly, to clarify the level of operational involvement which a minority owner must have in a business for it to be considered eligible, the following examples are put forth, but are not intended to be all inclusive:

- The minority owner should have experience in the industry for which certification is being sought, and;
- The minority owner should demonstrate that basic decisions pertaining to the daily operations of the business are independently made. This does not necessarily preclude the disadvantaged or minority owner(s) from seeking paid or unpaid advice and assistance. It does mean that the minority owner currently must possess the knowledge to weigh all advice given and to make an independent determination.

3.8. Ownership

3.8.1. As defined by MDOT, means that; The minority owner(s) of the firm shall not be subject to any formal or informal restrictions, which limit the customary discretion of the owner(s). There shall be no restrictions through, for example, charter requirements, by-law provisions, partnership agreements, franchise or distributor

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agreements, or any other agreements that prevent the minority owner(s), without the cooperation or vote of any non-minority, from making a business decision of the firm.

- 3.8.2. This means that the disadvantaged or minority persons, in order to acquire their ownership interests in the firm, have made real and substantial contributions of capital, expertise or other tangible personal assets derived from independently owned holdings without benefit of a transfer of assets, gift or inheritance from non-minority persons. Examples of insufficient contributions include a promise to contribute capital, a note payable to the firm or its owners who are not minority persons or the mere participation as an employee rather than as a manager. If the ownership interest held by a disadvantaged or minority person is subject to formal or informal restrictions, such as options, security interests, agreements, etc., held by a non-minority person or business entity, the options, security interests, agreements, held by the non-minority person or business entity must not significantly impair the disadvantaged or minority person's ownership interest.

3.9. Partnership

- 3.9.1. An unincorporated association of two or more persons to carry on as co-owners of a business for profit. For a partnership to be deemed eligible for certification under the MDOT Program, the disadvantaged or minority person's interest must be at least 51% of the partnership capital.

3.10. Socially and Economically Disadvantaged

- 3.10.1. A citizen or lawfully admitted permanent resident of the United States who is socially disadvantaged and economically disadvantaged. The law establishes the level of personal net worth at \$1,500,000, increased by the Consumer Price Index (CPI); above this net personal worth figure, an individual may not be found to be socially and economically disadvantaged. The current personal net worth figure can be found on the MDOT website at:
<http://www.mdot.maryland.gov/Office%20of%20Minority%20Business%20Enterprise/Resources%20Information>.

3.11. Sole Proprietorship

- 3.11.1. As defined by MDOT, is a for-profit business owned and operated by a disadvantaged or minority person in his or her individual capacity. For a sole proprietorship to be deemed eligible for certification under the DBE/MBE Program, the disadvantaged or minority person must be the sole proprietor.

3.12. Days

- 3.12.1. Business days unless otherwise specified. Business days are defined as Monday through and including Friday, except for Nationally or State recognized holidays.

SECTION 4 - MBE GOAL SETTING PROCEDURES

4.1. General

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- 4.1.1. The overall MBE goal and the subgoals, if appropriate, are established on a per-contract basis for the purposes of solicitation.
 - 4.1.2. Where a project consists of more than one contract, the individual contract goals and subgoals, if appropriate, should reflect the overall project goal and subgoals, if appropriate.
 - 4.1.3. The words “if appropriate” and “if applicable” throughout this document reflect the understanding that for some solicitations, no African American or Woman subgoals should be established.
 - 4.1.4. The MBE program requires that all race-neutral measures be considered before making use of race-based measures. Using a combination of race-neutral and race-based measures for each specific school construction project will help ensure that certified MBE firms are afforded the opportunity to submit bids and be utilized to the greatest extent possible.
 - 4.1.5. *Race-neutral measures* include any action taken by the LEA to make it easier for all contractors, including MBEs, to compete successfully for public school construction project contracts. These might include widespread advertising of bidding opportunities, job fairs, and similar publicity events.
 - 4.1.6. *Race-based measures* include setting an overall MBE goal and MBE subgoals, if appropriate, based upon race, gender, ethnicity, etc., for a specific contract.
- 4.2. General Considerations for Setting MBE Goal and Subgoal(s)
- 4.2.1. The overall MBE goal and the subgoals, if appropriate, should be set for each specific project contract, considering but not limited to, the following factors:
 - The extent to which the work is to be performed can reasonably be segmented to allow for MBEs to participate in the project contract;
 - A determination of the number of certified MBEs that potentially could perform the identified work;
 - The geographic location of the project in relationship to the identified certified MBEs;
 - Information obtained from other State and local departments/agencies related to establishing an MBE goal and/or subgoal(s) for similar construction projects or work in the jurisdiction;
 - Information obtained from other State and local departments/agencies related to MBE participation in similar construction projects or work in the jurisdiction; and
 - Any other activities or information that may be identified as useful and productive.

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4.3. MBE Subgoal Setting Procedure

- 4.3.1. Once an overall MBE participation goal is set for a project contract, each unit shall determine the appropriate contract subgoals.
- 4.3.2. If the expected value of the procurement is not equal to or in excess of \$200,000, the Subgoal process is discretionary.
- 4.3.3. All State funded public school construction is classified as Construction in the Major Industry Category schedule established by regulations. Accordingly, subgoals for school construction projects receiving State funding participation apply to the following Subgroups:
 - African American: 8%
 - Woman-Owned: 11%

* Dually certified firms are to be counted as being owned by a member of the relevant ethnic Subgroup, not as a woman-owned business.
- 4.3.4. Subgoals shall only be set when the overall goal is greater than or equal to the sum of the subgoals listed above, plus two (2), i.e., the overall goal must be at least 21%; otherwise, no subgoals may be established for the Contract.
- 4.3.5. A Subgoal may not be set if the number of certified firms in the Subgroup is less than three (3).
- 4.3.6. If the Subgroup has three (3) or more certified firms available to perform the Work, the recommended Subgoal should be set at the number specified above, unless a basis is provided in the Procurement Review Group documentation for not applying the specified Subgoal.
- 4.3.7. For each procurement that has an overall goal, the MBE Program Subgoal Worksheet (Appendix I) shall be completed and signed by the LEA Procurement Office and MBE Liaison.

4.4. Procurement Review Groups

- 4.4.1. The Superintendent or designee shall establish one or more Procurement Review Groups (PRG). The PRG must include at a minimum the MBE Liaison and the Procurement Officer (PO) or a representative from the procurement office. The PRG could also include a capital improvement project manager, the project architect, the cost estimator, the Construction Manager, and/or other individuals selected by the Superintendent or designee.
- 4.4.2. The PRG should communicate and/or meet as needed to consider the subcontracting goal and subgoals, if applicable, for individual projects or groups of projects.
- 4.4.3. The PRG should consider the factors cited in the above when establishing the MBE goal and subgoals, if applicable, for each project or segmented piece of a

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project that are reasonable and attainable.

- 4.4.4. The PRG must complete and submit a written analysis for each state funded school construction project with an estimated cost that is expected to exceed \$200,000.
- For state-funded projects that required review of construction documents (CD), the written analysis and the MBE Program Worksheet (appendix I) shall be submitted with the CD documents to the Department of General Services, and will be reviewed by the DGS for submission, appropriate signatures and correspondence between the goal and subgoals, if applicable, indicated in the analysis and those of the procurement documents.
 - For state-funded projects that do not require review of construction documents, the written analysis and the MBE Program Worksheet shall be submitted with the CD documents to the Department of General Services, and will be reviewed by the DGS for submission, appropriate signatures, and correspondence between the goal and subgoals, if applicable, indicated in the analysis and those of the procurement documents.
 - For locally funded projects that are anticipated to be requested for state approval of planning and funding, the written analysis and the MBE Program Worksheet shall be submitted with CD documents to the MSDE, and will be reviewed for submission, appropriate signatures, and correspondence between the goal and subgoal(s), if applicable, indicated in the analysis and those of the procurement documents. Submission of the documents is a pre-condition for recommendation for state approval of planning and funding when submitted in an annual CIP.
- 4.4.5. For projects estimated to cost between \$50,000 and \$200,000, the same analysis form is to be completed and submitted. This could be a responsibility of the PRG, but could be performed by others as well.
- For state-funded projects that require review of construction documents (CD), the written analysis and the MBE Program Worksheet shall be submitted with the CD documents to the DGS, and will be reviewed for submission, appropriate signatures, and correspondence between the goal and subgoals, if applicable, indicated in the analysis and those of the procurement documents.
 - For state-funded projects that do not require review of construction documents, the written analysis and the MBE Program Worksheet shall be submitted to the PSCP and will be reviewed for submission and appropriate signatures.
- 4.4.6. If the project cost is estimated to exceed \$200,000 then a copy of the written analysis shall also be sent to GOSBA at the same time that the written analysis is submitted to the DGS or the PSCP.
- 4.4.7. The PRG should consult with local counsel for the Board of Education as needed.

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- 4.5. It is recognized that by utilizing the factors cited in the above, the MBE goal and/or subgoals, if applicable, for a specific project or portion thereof may be significantly higher than the overall goals of the program (29% overall, with 8% from African American-owned businesses and 11% from women-owned businesses). It is also recognized and possible that there will be MBE goals set that are lower than those stated above or even that no MBE goal and/or subgoals will be set for a specific project or the segmented piece of the project.
- 4.6. Assistance in reviewing the factors cited above and setting a goal and/or subgoals, if applicable, for specific projects or a segmented piece of a project can be obtained by contacting the PSCP and/or GOSBA.

SECTION 5 - IMPLEMENTING PROCEDURES - \$50,000 OR LESS

- 5.1. For construction projects estimated to cost \$50,000 or less, the following procedures will be utilized:
 - 5.1.1. An MBE goal and/or MBE subgoals are not required to be set for contracts that are anticipated to be for \$50,000 or less.
 - 5.1.2. All advertisements, solicitations, and solicitation documents shall include the following statement:
 - Certified Minority Business Enterprises are encouraged to respond to this solicitation.
 - 5.1.3. To encourage greater MBE participation the staff of the school system should send out notices of potential projects and a specific project to MBEs to solicit bids or proposals directly from minority business enterprise contractors that are certified.
 - 5.1.4. A copy of the solicitation notice, preferably electronically, shall be sent to GOSBA at the same time the advertisement for the solicitation is released.
 - 5.1.5. When a pre-bid or pre-proposal conference or meeting is held, the MBE liaison or designated representative shall explain that all bidders or offerors are encouraged to utilize certified MBEs for this project or segments of the project.
 - 5.1.6. Upon request for a specific project, the school system shall provide one set of drawings and specifications, as well as addenda when issued, to minority business enterprise associations recognized by GOSBA. They will be available free of charge to be picked up at a location designated by the LEA. A review of the bid or proposal activity submitted by an association's member may be initiated to justify continuation of this service.
 - 5.1.7. Minority Business Enterprise forms identified in Section 6.0 of this procedure for projects over \$50,000, are not required to be submitted for these projects (\$50,000 or less).

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- 5.1.8. The names of prime contractors obtaining drawings and specifications will be shared with certified MBEs and MBE associations, upon request.
- 5.1.9. At the time of the contract award, the MBE Liaison or a designated person will record any anticipated certified minority business enterprise participation data made available from the successful contractor.
- 5.1.10. A business that presents itself as a minority business may participate in a project but may not be counted toward MBE participation until it is a certified minority business enterprise. If the MBE is not certified at the time of contract award, it may not be counted at that time. Only the funds paid after MDOT certification can be counted as MBE participation in the project. If a certified MBE fails to meet the standards specified in State Finance and Procurement Article 14-301 (G) and (I), Annotated Code of Maryland, the payments made to the MBE can be recorded and counted under a contract entered into when the MBE was eligible and certified. Ineligibility of an MBE to participate in the MBE program may not be the sole cause of the termination of the MBE contractual relationship for the remainder of the term of the contract.
- 5.1.11. The contractor will complete the Standard Monthly Contractor's Requisition for Payment (IAC/PSCP Form 306.4), specifically page 3 of 16, Minority Business Enterprise Participation, with each requisition submitted for payment. If certified MBE firms are known at the time of contract award their names and other appropriate information should be entered on page 3 of the first and all subsequent requisitions for payment. Any MBEs identified during the life of the project should be added as soon as the contractor engages them after approval by the LEA.
- 5.1.12. Upon completion of the project the contractor will provide a summary of the total of all funds paid to certified MBE firms. This should be within the contractor's final requisition for payment. The summary shall be forwarded to the PSCP with the close-out paperwork.

SECTION 6 – IMPLEMENTING PROCEDURES – OVER \$50,000

- 6.1. For construction projects estimated to cost in excess of \$50,000, the following procedures will be utilized:
 - 6.1.1. All advertisements, solicitations, and solicitation documents shall include the following statements:
 1. Certified Minority Business Enterprises are encouraged to respond to this solicitation.
 2. The contractor or supplier who provides materials, supplies, equipment, and/or services for this construction project shall attempt to achieve the specific overall MBE goal of **10 %** established for this project. All prime contractors, including certified MBE firms, when submitting bids or proposals as general or prime contractors, are required to attempt to achieve this goal from certified MBE firms.

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3. If subgoals have been established for this project, then one of the following should be included:
 - The subgoals established for this project are N/A ___% from African American-owned businesses and N/A ___% from woman-owned businesses.
 - The subgoal established for this project is N/A ___% from woman-owned businesses.
 - The subgoal established for this project is N/A ___% from African American-owned businesses.
 - Notwithstanding any subgoals established above, the Contractor is encouraged to use a diverse group of subcontractors and suppliers from any/all the various MBE classifications to meet the remainder of the overall MBE participation goal.
 - The bidder or offeror is required to submit with its bid or proposal a completed Attachment D1A – MDOT Certified MBE Utilization and Fair Solicitation Affidavit and MBE Participation Schedule, as described in the solicitation documents.
 - If there is no overall MBE goal or MBE subgoals established for the project, then only Item 1 above is to be included.
 - The Bidder/Offeror is advised that liquidated damages will apply in the event the Contractor fails to comply in good faith with the provisions of the MBE program and pertinent Contract provisions.

6.2. OTHER ADVERTISEMENT AND OUTREACH REQUIREMENTS:

- 6.2.1. To encourage greater MBE participation the staff of the school system should send out notices of potential projects to MBEs or solicit bids or proposals directly from minority business enterprise contractors that are certified.
- 6.2.2. A copy of the solicitation notice, preferably electronically, shall be sent to GOSBA at the same time the advertisement for the solicitation is released.
- 6.2.3. Upon request for a specific project, the school system shall provide one set of drawings and specifications (and addenda when issued) to minority business enterprise associations recognized by GOSBA. They will be available free of charge to be picked up at a location designated by the LEA. A review of the bid or proposal activity by an association's members may be initiated to justify continuation of this service.
- 6.2.4. When a pre-bid or pre-proposal conference is held, the MBE Liaison or designated representative shall explain the MBE goal and subgoals, if applicable; the MBE

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provisions of the solicitation; the documentation required at the time of submission; its relationship to the responsiveness of the bidder or offeror; how to complete the required schedules, and additional information and supporting documentation that may be required after the bid or proposal opening. All contractors who attend the pre-bid or pre-proposal conference should receive a list or information explaining how to obtain a listing of certified MBE firms who could perform the work or have expressed an interest in performing the school construction work required for the specific project in the jurisdiction.

6.2.5. The names of prime contractors obtaining drawings and specifications will be shared with certified MBEs and MBE associations, upon request.

6.2.6. The MBE Liaison, in conjunction with the procurement officer or project staff, should respond to all applicable questions and concerns relating to the project's MBE requirements completely and in a timely fashion to ensure that all potential contractors and subcontractors can compete effectively.

6.3. SOLICITATION DOCUMENTS

6.3.1. All solicitation documents shall include the following:

1. Certified Minority Business Enterprises are encouraged to respond to this solicitation notice.
2. All contractors, including certified MBE firms, when submitting bids or proposals as prime contractors are required to attempt to achieve the MBE goal and subgoals, if applicable, established for the project from certified MBEs.
3. The contractor or supplier who provides materials, supplies, equipment and/or services for this construction project shall attempt to achieve the result that a minimum of 10 % of the total contract value is with certified Minority Business Enterprises, with a minimum of N/A % from certified African American-owned businesses, a minimum of N/A % from certified women-owned businesses, and the balance from any certified Minority Business Enterprises. All contractors, including certified MBE firms, when submitting bids or proposals as prime contractors, are required to attempt to achieve the MBE goal and subgoals, if applicable, from certified MBEs. Note: see 6.1.1.3. above for variations that may be required.
4. The Bidder/Offeror is advised that liquidated damages will apply in the event the Contractor fails to comply in good faith with the provisions of the MBE program and pertinent Contract provisions.
5. Each bid or offer submitted, including a submittal from a certified MBE in response to this solicitation, shall be accompanied by a completed Attachment D-1A – MBE Utilization and Fair Solicitation Affidavit and MBE Participation Schedule.

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- Attachment D-1A shall be submitted with the sealed bid price or proposal at a place, date, and time specified in the solicitation document.
 - As an alternative, and at the discretion of the school system, Attachment D-1A could be submitted within a maximum of 30 minutes after the due time of the bid or proposal documents. Within that time, each bidder or offeror must submit Attachment D-1A in a separate sealed envelope. The sealed price envelopes from each bidder or offeror who submits both the sealed bid or proposal and the envelope with Attachment D-1A will then be opened and reviewed and recorded as a viable submission. Any contractor that fails to submit the second envelope with Attachment D-1A prior to the specified time allowed after the submittal of the sealed bid or proposal will be deemed non-responsive and the sealed bid or proposal will not be opened or considered.
6. The submittal of a completed and signed Attachment D-1A – MBE Utilization and Fair Solicitation Affidavit indicate the bidder or offeror’s recognition and commitment to attempt to achieve the MBE goal and/or subgoal(s), if applicable, for the specific project.
- The bidder or offeror recognizes that their efforts made to initiate contact, to solicit, and to include MBE firms in this project will be reviewed carefully and evaluated based upon the actions taken by them prior to and up to 10 business days before the bid or proposal opening. Follow-up actions taken by the bidder or offeror within the 10 business days prior to the bid opening will also be considered.
 - Based upon this review and evaluation it will be determined, by the MBE liaison, procurement officer, or a designated person, if a good faith effort was made by the apparent low bidder or apparent successful offeror.
7. The bidder or offeror must check one of the two boxes on Attachment D-1A, which relates to the level of MBE participation achieved for the project. The bidder’s or offeror’s signature indicates that if they did not meet the MBE goal or subgoals, if applicable, that:
- They are therefore requesting a waiver, and;
 - Documentation of their good faith efforts will be provided to the school system staff within 10 business days of being notified that they are the apparent low bidder or apparent successful offeror.
8. The bidder or offeror must submit Attachment D-1A (as and when described above), which lists and provides information related to each certified MBE firm that the bidder or offeror will utilize on this project. A complete and accurate Attachment D-1A is required. All the work specified to be performed by each MBE firm, MDOT certification number, minority type, and percentages must be correct.
9. Attachment D-1A should be completed and submitted with all calculations

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utilizing the base bid or offer only. A revised Attachment D-1A should be submitted by the successful bidder or offeror once a determination is made as to the acceptance and/or rejection of any alternates.

10. If a request for a waiver has been made, the appropriate box on Attachment D-1A has been checked and the attachment signed, then the LEA should obtain and review the apparent low bidder or successful offeror's supporting documentation of the good faith efforts to justify the granting of the waiver, prior to submitting the contract award for approval to the board of education.
11. The following documentation shall be considered as part of the contract, and shall be furnished by the apparent low bidder or successful offeror to the MBE Liaison or designated person, within ten (10) business days from notification that the firm is the apparent low bidder or successful offeror:
 - Attachment D-1A- MBE Utilization and Fair Solicitation Affidavit & MBE Participation Schedule; completed and signed.
 - Attachment D-3A- Certified MBE Subcontractor Participation Certification
 - Attachment D-2- Outreach Efforts Compliance Statement
 - Affidavit: Employment of Sex Offenders and Other Criminal Offenders
12. Notification for purposes of this procedure means the earliest of the following methods of communication:
 - Orally in person
 - Orally by telephone
 - Orally by a telephone message
 - A faxed communication
 - A letter by date received
 - An electronic communication
13. The ten (10) business days do not include the day the notification is received, weekends, state holidays, or federal holidays; but the material submitted must be received by the close of business on the tenth day.
14. The requirement to submit the above-listed documentation within the time frame specified will be considered by the IAC in its review of the request for contract award for the project. Failure to submit the required documentation within the time frame specified may result in a delay in the approval of the award of the contract, or the materials being returned without the approval of the award of the contract.

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6.4. WAIVER PROCEDURES

- 6.4.1. If the apparent low bidder or successful offeror has determined that they are unable to meet the overall MBE goal or subgoals, if applicable, for the project at the time of submission of a bid or offer, they must check the box on Attachment D-1A indicating the request for a waiver. The signature recognizes and acknowledges that a request for a waiver is being made. The apparent low bidder or successful offeror will therefore be required to submit information and substantiating documentation that will be reviewed to justify the granting of a waiver.
- 6.4.2. If the apparent low bidder or successful offeror is unable to achieve the overall MBE contract goal and/or the MBE subgoal(s), if applicable, from certified African American-owned businesses and/or from certified women-owned businesses, the apparent low bidder or successful offeror shall submit, within 10 business days from notification that the firm is the apparent low bidder or successful offeror:
- Attachment D-1B – MBE Subcontractor Unavailability Certificate
 - Attachment D-1C–Good Faith Efforts Documentation to Support Waiver Request
 - Attachment D-2 – Outreach Efforts Compliance Statement
 - MBE Waiver Documentation which shall include the following:
 1. A detailed statement of the efforts made by the bidder or offeror to identify and select portions of the work proposed to be performed by subcontractors in order to increase the likelihood of achieving the stated goal.
 2. A detailed statement of the efforts made by the bidder or offeror prior to and up to at least ten (10) business days before the bid or proposal opening to solicit minority business enterprises through written notices that describe the categories of work for which subcontracting is being solicited, the type of work to be performed and specific instructions on how to submit the bid or proposal
 3. Follow-up actions taken by the bidder or offeror within the 10 business days prior to the bid or proposal opening will also be considered.
 4. A detailed statement of the bidder's or offeror's efforts to make personal contact with MBE firms identified for item 2 above.
 5. A record of the name, address, telephone number, and dates contacted for each MBE identified under items 2 and 3 above.
 6. A description of the information provided to MBES regarding the drawings, specifications, and the anticipated time schedule for portions of the work to be performed.

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7. Information on activities to assist minority business enterprises to fulfill bonding requirements or to obtain a waiver of these requirements.
 8. Information on activities to publicize contracting opportunities to minority business enterprises, attendance at pre-bid or pre-proposal meetings or other meetings scheduled by the MBE Liaison or designated representative.
 9. As to each MBE that placed a subcontract quotation or offer which the apparent low bidder or successful offeror considers not to be acceptable, a detailed statement of reasons for this conclusion.
- 6.4.3. In addition to any waiver documentation the apparent low bidder or successful offeror shall submit:
- Attachment D-3A- Certified MBE Subcontractor Participation Certification
- 6.4.4. A waiver of an MBE contract goal or subgoal, if applicable, may be granted by the school system only upon receipt of:
- Attachment D-2- Outreach Efforts Compliance Statement
 - Attachment D-1B- MBE Subcontractor Unavailability Certificate
 - MBE Waiver Documentation as described above in 6.4.2., Items 1-9.
- 6.4.5. The MBE Liaison will review and accept or reject the MBE material that is submitted and may obtain legal advice or assistance from their attorney.
- 6.4.6. The MBE waiver request may not be considered unless all the documentation specified above has been submitted in a timely fashion by the apparent low bidder or successful offeror.
- 6.4.7. Assistance in the review of a request for a waiver, documentation and justification may be requested from the PSCP and/or GOSBA.
- 6.4.8. If a determination is made that the apparent low bidder or successful offeror did make a good faith effort, based upon the review of the documentation submitted, then the waiver must be granted. The award of contract shall then be made. The material and information submitted, including the LEA's review and analysis notes and conclusion, shall be retained in the project file.
- 6.4.9. If a determination is made that the apparent low bidder or successful offeror did not make a good faith effort, based upon the review of the documentation submitted, then the waiver should not be granted. The material and information submitted, including the LEA's review and analysis notes and conclusion, shall be retained in the project file. The award of contract shall then be made to the next lowest bidder or offeror, who meets the contractual requirements, including the MBE requirements.

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- 6.4.10. When a waiver is requested, a copy of the MBE Waiver Documentation, accepted and signed by a school system representative and with the reasons for the determination, shall be forwarded to GOSBA and the PSCP within ten (10) business days after approval of the contract award by the Board of Education. Failure to submit the required documentation within the time frame specified may result in delayed approval of the award of contract by the IAC.

6.5. CONTRACT LANGUAGE

6.5.1 All Contracts shall include the following:

1. The contractor shall perform the contract in accordance with the representations made in Attachment D-1A – Minority Business Enterprise Utilization and Fair Solicitation Affidavit and MBE Participation Schedule submitted as part of the bid or proposal.
2. Failure to perform the contract as specified and presented in the bid or proposal submission without prior written consent of the owner shall constitute a violation of a material term of the contract.
3. The contractor shall structure his/her operations for the performance of the contract to attempt to achieve the MBE goals as stated in the solicitation document.
4. The contractor agrees to use his/her best efforts to carry out these requirements consistent with the efficient and effective performance of the contract.
5. The contractor must ensure that all certified MBEs shall have the maximum practical opportunity to compete for additional subcontract work under the contract, even after the award of the contract.
6. The contractor shall submit monthly to the MBE Liaison or the school system's designated representative a report listing any unpaid invoices, over 30 days old, received from any certified MBE subcontractor, the amount of each invoice and the reason payment has not been made.
7. The contractor shall include in its agreements with its certified MBE subcontractors, a requirement that those subcontractors submit monthly to the MBE Liaison or appropriate representative a report that identifies the prime contract and lists all payments received from the contractor in the preceding 30 days, as well as any outstanding invoices, and the amount of those invoices.
8. The contractor shall cooperate in any reviews of the contractor's procedures and practices with respect to minority business enterprises, which the MBE Liaison, the PSCP, and/or GOSBA may, conduct from time to time.
9. The contractor shall maintain such records as are necessary to confirm

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compliance with its MBE participation obligations. These records must indicate the identity of certified minority and non-minority subcontractors employed on the contract, the type of work performed by each, and the actual dollar value of work performed. Subcontract agreements documenting the work performed by all MBE participants must be retained by the contractor and provided to the MBE Liaison and/or appropriate representative on request.

10. All records concerning MBE participation must be retained by the contractor for a period of five years after final completion of the contract and will be available for inspection by the MBE Liaison, representatives from the PSCP and/or other designated official entities.
11. At the option of the MBE Liaison, or appropriate agency representative, upon completion of the contract and before final payment and/or release of retainage, the contractor shall submit a final report in affidavit form and under penalty of perjury, of all payments made to, or withheld from MBE subcontractors.
12. If at any time after submission of a bid or proposal and before execution of a contract, the apparent successful bidder or offeror determines that a certified MBE listed on Attachment D-1A – MBE Participation Schedule has become or will become unavailable, then the apparent successful bidder or offeror shall immediately notify the procurement officer and provide such officer with a reason(s) why the change is requested. Any desired change in Attachment D-1A – MBE Participation Schedule shall be approved in advance by the procurement officer and shall indicate the contractor's effort to substitute another certified MBE subcontractor to perform the work. Desired changes may occur only upon written approval by the LEA.
13. A business that presents itself as a minority business may participate in a project, but the contract value may not be counted toward the MBE goal or subgoals, if applicable, until the business is certified by MDOT. If it is not certified at the time of contract award it may not be counted toward the goal or subgoals, if applicable, at that time. Only the funds paid after MDOT certification can be counted toward meeting the MBE goal or subgoals, if applicable. If a certified MBE fails to meet the standards specified in State Finance and Procurement Article.14-301.1, Annotated Code of Maryland, the payments made to the MBE can be recorded and counted under a contract entered when the MBE was eligible and certified. Ineligibility of an MBE to participate in the MBE program may not be the sole cause of the termination of the MBE contractual relationship for the remainder of the term of the contract.
14. Contractors are encouraged to seek additional MBE participation in their contracts during the life of the project. Any additional MBE participation from certified MBEs should be reported to the MBE liaison prior to initiation and should be included in subsequent monthly requisitions for payment.
15. The contractor shall complete the Standard Monthly Contractor's Requisition

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for Payment, IAC/PSCP Form 306.4, specifically page 3, Minority Business Enterprise Participation, with each requisition for payment. This submittal should accurately reflect the payments to be made that month to the MBEs, and the cumulative total for the period specified. All MBE firms that are identified on Attachment B should be included on page 3 of all requisitions for payment. Any MBEs identified during the life of the project should be added as soon as the contractor engages them.

16. At the completion of the project, the contractor shall prepare a written summary of the final certified MBE participation in the contract as compared to the proposed participation at the time of contract award. This should include the name of each certified MBE, the percentage and amount that was anticipated to be paid at the time of contract award, the percentage and amount actually paid, and an explanation of any variances that have occurred. Special attention should be given to any situations where the final payments to any MBE were below the level of commitment at the time of contract award. The summary shall be forwarded to the LEA with the final requisition. The LEA shall include this documentation with the submittal of the close-out paperwork to the PSCP.
17. LIQUIDATED DAMAGES - All Contracts containing certified MBE participation goals shall contain a liquidated damages provision that applies if the contractor fails to comply with good faith with the provisions of State MBE laws or the pertinent terms of the procurement contract.

6.6. PROJECTS UTILIZING A CONSTRUCTION MANAGER DELIVERY METHOD

- 6.6.1 This section of the procedure has been prepared based upon the utilization of Construction Manager Agency method of delivery. If another alternative method of project delivery is being considered, then these procedures would need to be adapted in consultation with the PSCP before proceeding.
- 6.6.2. For projects that are being designed and solicited utilizing a Construction Manager Agency delivery method with multiple prime contracts, the school system can structure its procedures to attain the overall MBE goal and subgoals, if applicable, for the project as presented below:
 1. The MBE liaison and other school system staff should work with the project's construction manager, cost estimator, and architect, along with any other individuals who could provide assistance, to determine the overall MBE utilization strategy for the work required, appropriate bid packages, and an appropriate overall MBE goal and subgoals, if applicable, for each specific bid or proposal package.
 2. The overall MBE goal and subgoals, if applicable, for the project shall represent the aggregate of the individual goals and subgoals, if applicable, set for each bid or proposal package.
 3. In setting the specific goals and subgoals, if applicable, for each solicitation

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package, consideration should be given to the potential for MBE participation to the maximum extent possible. The information and procedures provided in Section 4 - MBE Goal Setting Procedures should be consulted and followed for these types of projects.

4. Prior to submitting the construction documents for State review and authorization to solicit bids or proposals, the school system's representative will prepare a complete list of the individual solicitation packages and indicate the MBE goal and subgoals, if applicable, for each solicitation package. This would include the overall MBE goal and subgoals, if applicable, established in the solicitation documents, the estimated cost for each solicitation package, and the estimated MBE dollar amounts for each solicitation package. A copy of this list should be submitted with the construction documents. The list should be retained as a record by the school system for comparison to the actual contracts awarded with MBE participation, and the final actual MBE participation at the completion of the project.
5. Contractors submitting bids or proposals for solicitation packages that do not include a MBE goal and subgoals, if applicable, would not be required to submit any of the MBE schedules that are otherwise required nor would they be required to indicate that they are requesting a waiver. The school system representative would, however, request information from the contractor at the completion of the project to determine if any certified MBE firms had participated in the contract.
6. All other submittals of MBE materials and reporting requirements are applicable for the project, including the submittal of Attachments D-1A as described in Section 6. This includes the documentation for a request for a waiver, if applicable and appropriate.

6.7. PROJECTS UTILIZING AN INDEFINITE DELIVERY/INDEFINITE QUANTITY (IDIQ) OR JOB ORDER CONTRACTING (JOC) METHOD OF DELIVERY

- 6.7.1. The solicitation should be prepared and the overall MBE goal and subgoals, if applicable, established based upon the type of work that is anticipated to be specified or performed under the contract and the availability of certified MBEs. This could include an analysis of the percentages of the different types of work, the estimated dollar value for the entire contract, and the availability of MBEs.
- 6.7.2. If an overall goal and subgoals, if applicable, are set the bidders or offerors would be required to submit Attachment D-1A – MDOT Certified Minority Business Enterprise Utilization and Fair Solicitation Affidavit in which they could indicate their anticipated MBE participation based upon the entire contract amount and the types of work specified. The award of contract can be made based upon their estimate of MBE participation since there is no specific task order or description of work to be performed and subcontractors have not been identified or engaged through any type of commitment or subcontract.
- 6.7.3. Since MBE participation is only anticipated in a general sense as an objective and

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specific contracts to MBEs have not been signed, then the contract award would not be included in any reporting to the PSCP or subsequent reporting to GOSBA. However, as the contract proceeds and individual task orders and/or purchase orders are issued, the contractor should submit Attachment D-1A – MBE Participation Schedule for any and all projects or work where MBE subcontractors and/or suppliers might reasonably be utilized, Discussions between the contractor or offeror and the LEA as the task orders and/or purchase orders are being developed should address this aspect of the contract requirements.

- 6.7.4. Any MBE participation should be recorded by the MBE liaison and reported to the PSCP as the task orders and/or purchase orders are approved.
- 6.7.5. The contractor shall complete the Standard Monthly Contractor's Requisition for Payment, IAC/PSCP FORM 306.4, specifically page 3, Minority Business Enterprise Participation, with each requisition submitted for payment. This submittal should accurately reflect the payments to be made that month to MBE'S, and the cumulative total for the period specified. All MBE firms that are identified on Attachment D-1A – MBE Participation Schedule should be included on page 3 of all requisitions for payment. Any MBEs identified during the life of the project should be added as soon as the contractor engages them.
- 6.7.6. At the completion of the contract period or the full utilization of the contract's value a report should be prepared by the LEA MBE Liaison and submitted to the PSCP summarizing the MBE participation in each and all the task orders or purchase orders issued under the contract. This should include the anticipated MBE participation prior to the issuance of the solicitation, the MBE participation anticipated at the time of contract award and the actual MBE participation at the completion of the contract. The summary shall be forwarded to the LEA with the final requisition. The LEA shall include this documentation with the submittal of the close-out paperwork to the PSCP.

6.8 PROJECTS UTILIZING THE DESIGN/BUILD DELIVERY METHOD

- 6.8.1. The solicitation is for both A/E services and the actual construction of a public-school project. The solicitation should be prepared and the MBE goal and subgoals, if applicable, established for the construction work that is anticipated for the project. The goal setting procedures described in Section 4.0 above should be utilized for these types of projects.
- 6.8.2. The bidders or offerors should be required to submit Attachment D-1A – Minority Business Enterprise Utilization and Fair Solicitation Affidavit on which they would indicate their anticipated MBE participation based upon the construction work anticipated and their understanding of the MBE goal and subgoals, if applicable, the types of work involved, and the availability of certified MBEs for the project. Since there are no detailed plans or designs for the project and there are no contracts or subcontracts for the actual construction work there is no need to submit any other MBE schedules at this time.
- 6.8.3. If the bidder, or offeror, who is to be awarded this contract has indicated that they

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do not anticipate achieving the overall MBE participation goal and subgoals, if applicable, for this project on Attachment D-1A, then they are in effect requesting a waiver. They will be required to submit documentation at a later date to justify this request.

- 6.8.4. As the project proceeds through the design phase and the project is nearing the completion of the construction documents for submission to the State to review, the Design/Build Team in consultation with LEA representatives should discuss the opportunities and potential for certified MBEs to participate in the project.
- 6.8.5. The team should begin to identify potential contractors and subcontractors, opportunities to segment the project, and MBEs that could participate in the project.
- 6.8.6. Approximately thirty (30) days prior to the anticipated CD submission to the State, the team should complete and submit a revised Attachment D-1A – MBE Participation Schedule to the LEA for their review and approval.
- 6.8.7. If the team had indicated on the Attachment D-1A – Minority Business Enterprise Utilization and Fair Solicitation Affidavit that they would meet the goals and the information on the revised Attachment 1A indicates that they did meet the goals, then the team should proceed with the construction of the project.
- 6.8.8. If the team had indicated on the Attachment D-1A that they did not anticipate meeting the overall MBE goal and subgoals, if applicable, or only a portion of the goal and subgoals, if applicable, then Attachment D-1A- MBE Participation Schedule, Attachment D-2- Outreach Efforts Compliance Statement, Attachment D-1B- Minority Subcontractors Unavailability Certificate, and MBE Waiver Documentation should be requested by the LEA. The team should, at this time, submit their documentation in support of the waiver requested.
- 6.8.9. The proposed MBE participation should be reviewed and a determination made as to whether the team has made a good faith effort to meet the MBE goals and subgoals, if applicable, established for the project and as stated on the Attachment D-1A.
- 6.8.10. If a request for a waiver is made and approved, MBE Waiver Documentation should be signed by a school system representative and submitted to the PSCP and GOSBA.
- 6.8.11. Since there was no MBE participation reported at the time of the award of the Design/Build contract, the LEA would submit the entire package of information, including all the MBE related attachments to the PSCP within ten (10) days of the team being directed to proceed with the actual construction work.
- 6.8.12. All other submittals of MBE materials and reporting requirements are applicable for the project, as described above in Section 6.0.

SECTION 7 – RECORDS AND REPORTS

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- 7.1 The MBE Liaison shall maintain such records as are necessary to confirm compliance with its Minority Business Enterprise Procedures and activities. The records shall be maintained until the project is audited by the PSCP. These records shall include by project:
 1. The contractor report submitted at the completion of the project.
 2. The identity of the minority contractors employed on the project.
 3. The type of work performed.
 4. The actual dollar value of the work, services, supplies, or equipment
 5. The MBE percentage of the total contract
- 7.2. The MBE Liaison will maintain a record of all waivers approved for each project or solicitation package where the prime contractor was unable to achieve the established overall goal or subgoals, if applicable. The MBE Liaison will, however, report to the PSCP all MBE participation by MDOT certified firms who are prime contractors, subcontractors, suppliers, or otherwise making an economically viable contribution to each project. This information shall be reported to PSCP within ten (10) days after approval of the award of the contract by the Board of Education.
- 7.3. The LEA shall submit the Certified Minority Business Enterprise Participation Standard Monthly Contractor's Requisition for Payment, IAC/PSCP Form 306.4, to the PSCP Director of Fiscal Services as part of the regular monthly request for payment for the project.
- 7.4. The LEA shall submit the Close-Out Cost Summary, IAC/PSCP Form 306.6, along with the Certified Minority Business Enterprise Participation Standard Monthly Contractor's Requisition for Payment, IAC/PSCP Form 306.4, to the PSCP Director of Fiscal Services within 180 days of completion of the project.
- 7.5. All final MBE payments should be verified by the LEA MBE Liaison before submission to the PSCP.
- 7.6. Each quarter, and at the end of each fiscal year, the LEA will submit to the PSCP Fiscal Services the monthly cumulative Minority Business Enterprises Monthly Procurement Report GOSBA MBE Forms 1 & 2 and maintain such records as are necessary to confirm compliance with its minority business enterprise procedures and activities.
- 7.7. Each fiscal year end, PSCP Fiscal Services will create an annual report, Minority Business Enterprises Monthly Procurement Report GOSBA MBE Forms 1 & 2, and Reporting Form 3 Annual MBE Procurement Report Database, providing an accounting of payments made to the MBE prime and MBE subcontractors. The LEA shall maintain such records as necessary to confirm compliance with its Minority Business Enterprise procedures and activities. These reports will compare the overall MBE goal and subgoals, if applicable, for each specific project with the MBE participation anticipated at the time of contract award and the actual MBE participation at the completion of the project.

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SECTION 8 – MONITORING

- 8.1. The LEA's procurement personnel or project staff shall verify that the certified MBE's listed in the MBE participation schedule are actually performing the work.
- 8.2. The LEA's procurement personnel or project staff shall ensure that MBE subcontractors are receiving compensation as set forth in MBE participation schedule by ensuring that the contractor submits monthly reports, listing any unpaid invoices over 30 days old received from any certified MBE subcontractor, the amount of each invoice, and the reason payment has not been made.
- 8.3. PSCP Fiscal Services will:
 1. Compile data on projects completed during the fiscal year.
 2. Confirm that all MBE subcontractors listed in Attachment D-1A have received payment.
 3. Maintain such records as necessary to confirm compliance with its Minority Business Enterprise procedures and activities.
- 8.4. The MBE Liaison and/or the PSCP will conduct reviews as deemed necessary to confirm compliance with the minority business enterprise participation requirements.
- 8.5. The MBE Liaison will maintain appropriate records and shall assist the PSCP in on-site or post-audit reviews upon request.
- 8.6. Auditors from the PSCP will have access to and the ability to audit MBE participation for specific projects, information retained by the LEA, and/or submitted to the IAC in reports and/or forms filed by the LEA as referenced above.

SECTION 9 – MINORITY BUSINESS ENTERPRISE LIAISON

- 9.1. The Superintendent shall designate an individual to be identified as the MBE Liaison for the school system.
- 9.2. The MBE Liaison will be the contact person who will work with the PSCP and GOSBA to implement the Minority Business Enterprise Program for the school system and the State of Maryland.
- 9.3. The Superintendent will immediately notify the PSCP if there is a change in the MBE Liaison for the school system.

**MBE ATTACHMENT D-1A
MBE UTILIZATION AND FAIR SOLICITATION AFFIDAVIT
& MBE PARTICIPATION SCHEDULE
PART 1 - INSTRUCTIONS**

PLEASE READ BEFORE COMPLETING THIS DOCUMENT

This form includes Instructions and the MBE Utilization and Fair Solicitation Affidavit & MBE Participation Schedule which must be submitted with the bid/proposal. If the Bidder/Offeror fails to accurately complete and submit this Affidavit and Schedule with the bid or proposal, the Procurement Officer shall deem the bid non-responsive or shall determine that the proposal is not reasonably susceptible of being selected for award unless the inaccuracy is determined to be the result of a minor irregularity that is waived or cured in accordance with COMAR 21.06.02.04.

1. Contractor shall structure its procedures for the performance of the work required in this Contract to attempt to achieve the Minority Business Enterprise (MBE) subcontractor participation goal stated in the Invitation for Bids or Request for Proposals. Contractor agrees to exercise good faith efforts to carry out the requirements set forth in these Instructions, as authorized by the Code of Maryland Regulations (COMAR) 21.11.03.
2. MBE Goals and Subgoals: Please review the solicitation for information regarding the Contract's MBE overall participation goal and subgoals. After satisfying the requirements for any established subgoals, the Contractor is encouraged to use a diverse group of subcontractors and suppliers from the various MBE classifications to meet the remainder of the overall MBE participation goal.
3. MBE means a minority business enterprise that is certified by the Maryland Department of Transportation ("MDOT"). **Only MBEs certified by MDOT may be counted for purposes of achieving the MBE participation goals.** To be counted for purposes of achieving the MBE participation goals, the MBE firm, including an MBE prime, must be MDOT-certified for the services, materials, or supplies that it is committed to perform on the MBE Participation Schedule. **A firm whose MBE certification application is pending may not be counted.**
4. Please refer to the MDOT MBE Directory at <https://mbe.mdot.maryland.gov/directory/> to determine if a firm is certified with the appropriate North American Industry Classification System (NAICS) code **and** the product/services description (specific product that a firm is certified to provide or specific areas of work that a firm is certified to perform). For more general information about NAICS codes, please visit <https://www.census.gov/eos/www/naics>. Only those specific products and/or services for which a firm is certified in the MDOT Directory can be used for purposes of achieving the MBE participation goals. **CAUTION:** If the Firm's NAICS Code is in **graduated status**, such services/products **may not be counted** for purposes of achieving the MBE participation goals. A NAICS Code is in the graduated status if the term "Graduated" follows the Code in the MDOT MBE Directory.
5. **Guidelines Regarding MBE Prime Self-Performance:** Please note that when a certified MBE firm participates as a prime contractor on a Contract, a procurement agency may count the distinct, clearly defined portion of the work of the Contract that the certified MBE firm performs with its own workforce toward fulfilling up to, **but no more than**, fifty-percent (50%)

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of the overall MBE participation goal, including up to one hundred percent (100%) **of not more than one** of the MBE participation subgoals, if any, established for the Contract.

- ✓ In order to receive credit for self-performance, an MBE prime must be certified in the appropriate NAICS code to do the work and must list its firm in the MBE Participation Schedule, including the certification category under which the MBE prime is self-performing and include information regarding the work it will self-perform.
- ✓ For the remaining portion of the overall goal and the remaining subgoals, the MBE prime must also identify on the MBE Participation Schedule the other certified MBE subcontractors used to meet those goals or request a waiver.
- ✓ These guidelines apply to the work performed by the MBE Prime that can be counted for purposes of meeting the MBE participation goals. These requirements do not affect the MBE Prime's ability to self-perform a greater portion of the work in excess of what is counted for purposes of meeting the MBE participation goals.
- ✓ Please note that the requirements to meet the MBE participation overall goal and subgoals are distinct and separate. If the contract has subgoals, regardless of MBE Prime's ability to self-perform up to 50% of the overall goal (including up to 100% of any subgoal), the MBE Prime must either commit to using other MBEs for each of any remaining subgoals or request a waiver. As set forth in Attachment 1-B Waiver Guidance, the MBE Prime's ability to self-perform certain portions of the work of the Contract will not be deemed a substitute for the good faith efforts to meet any remaining subgoal or the balance of the overall goal.
- ✓ In certain instances where the percentages allocated to MBE participation subgoals add up to more than 50% of the overall goal, the portion of self-performed work that an MBE Prime may count toward the overall goal may be limited to less than 50%. Please refer to the Governor's Office of Small Minority & Women Business Affairs' website for the MBE Prime Regulations Q&A for illustrative examples.

http://www.goMDsmallbiz.maryland.gov/Documents/MBE_Toolkit/MBEPrimeRegulation_QA.pdf

6. Subject to items 1 through 6 above, when a certified MBE performs as a participant in a joint venture, a procurement agency may count a portion of the total dollar value of the Contract equal to the distinct, clearly-defined portion of the work of the Contract that the certified MBE performs with its own forces toward fulfilling the Contract goal, and not more than one of the Contract subgoals, if any.
8. The work performed by a certified MBE firm, including an MBE prime, can only be counted towards the MBE participation goal(s) if the MBE firm is performing a commercially useful function on the Contract. Please refer to COMAR 21.11.03.12-1 for more information regarding these requirements.
9. **Materials and Supplies: New Guidelines Regarding MBE Participation**
 - ✓ Regular Dealer (generally identified as a wholesaler or supplier in the MDOT Directory): Up to 60% of the costs of materials and supplies provided by a certified

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MBE may be counted towards the MBE participation goal(s) if such MBE is a Regular Dealer of such materials and supplies. Regular Dealer is defined as a firm that owns, operates, or maintains a store, a warehouse, or any other establishment in which the materials, supplies, articles, or equipment are of the general character described by the specifications required under the contract and are bought, kept in stock, or regularly sold or leased to the public in the usual course of business; and does not include a packager, a broker, a manufacturer's representative, or any other person that arranges or expedites transactions.

Example for illustrative purposes of applying the 60% rule:

Overall contract value: \$2,000,000

Total value of supplies: \$100,000

Calculate Percentage of Supplies to overall contract value:

\$100,000 divided by \$2,000,000 = 5%

Apply 60% Rule - Total percentage of Supplies/Products $5\% \times 60\% = 3\%$

3% would be counted towards achieving the MBE Participation Goal and Subgoal, if any, for the MBE supplier in this example.

- ✓ **Manufacturer**: A certified MBE firm's participation may be counted in full if the MBE is certified in the appropriate NAICS code(s) to provide products and services as a manufacturer.
 - ✓ **Broker**: With respect to materials or supplies purchased from a certified MBE that is neither a manufacturer nor a regular dealer, a unit may apply the entire amount of fees or commissions charged for assistance in the procurement of the materials and supplies, fees, or transportation charges for the delivery of materials and supplies required on a procurement toward the MBE contract goals, provided a unit determines the fees to be reasonable and not excessive as compared with fees customarily allowed for similar services. A unit may not apply any portion of the costs of the materials and supplies toward MBE goals.
 - ✓ **Furnish and Install and other Services**: The participation of a certified MBE supplier, wholesaler, and/or regular dealer certified in the proper NAICS code(s) to furnish and install materials necessary for successful contract completion may be counted in full. Includes the participation of other MBE service providers in the proper NAICS code(s) may be counted in full.
10. **Dually certified firms**: An MBE that is certified in more than one subgroup category may only be counted toward goal fulfillment of ONE of those categories with regard to a particular contract.
- Example: A woman-owned Hispanic American (dually certified) firm may be used to fulfill the women-owned OR Hispanic American subgoal, but not both on the same contract.*
11. **CAUTION**: The percentage of MBE participation computed using the percentage amounts determined for all the MBE firms listed in the MBE Participation Schedule MUST meet or exceed the MBE participation goal and subgoals (if applicable) as set

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forth in the MBE Utilization and Fair Solicitation Affidavit for this solicitation. If a bidder/offeror is unable to meet the MBE participation goal or any subgoals (if applicable), then the bidder/offeror must request a waiver in the MBE Utilization and Fair Solicitation Affidavit or the bid will be deemed not responsive, or the proposal not reasonably susceptible of being selected for award. You may wish to use the attached Goal/Subgoal Worksheet to assist in calculating the percentages and confirming that your commitment meets or exceeds the applicable MBE participation goal and subgoal(s), if any.

12. If you have any questions as to whether a firm is certified to perform the specific services or provide specific products, please contact MDOT's Office of Minority Business Enterprise at 1-800-544-6056 or via email to mbe@mdot.state.md.us sufficiently prior to the submission due date.

Subgoals (if applicable)

Total African American MBE Participation: %

Total Women MBE Participation: %

Total Other MBE Participation: %

Overall Goal

Total MBE Participation (include all categories): 10% %

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**MBE ATTACHMENT D-1A
PART 2 - MBE UTILIZATION AND FAIR SOLICITATION AFFIDAVIT**

PLEASE READ BEFORE COMPLETING THIS DOCUMENT

This MBE Utilization and Fair Solicitation Affidavit and MBE Participation Schedule must be completed and included with the bid/proposal. If the bidder/offeror fails to accurately complete and submit this Affidavit and the MBE Participation Schedule with the bid or proposal as required, the Procurement Officer shall deem the bid non-responsive or shall determine that the proposal is not reasonably susceptible of being selected for award.

In connection with the bid/proposal submitted in response to Solicitation No. _____, I affirm the following:

MBE Participation (PLEASE CHECK ONLY ONE): *Agency should insert the participation goal and subgoal amounts from the PRG and Subgoal Worksheet in the blanks below and delete any of the subgoals that do not apply to this solicitation and then delete this sentence of instruction.*

- I acknowledge and intend to meet IN FULL both the overall certified Minority Business Enterprise (MBE) participation goal of _____ percent and all of the following subgoals:

_____ percent for African American-owned MBE firms

_____ percent for Woman-owned MBE firms

Therefore, I am not seeking a waiver pursuant to COMAR 21.11.03.11. I acknowledge that by checking the above box and agreeing to meet the stated goal and subgoal(s), if any, I **must** complete Part 3- MBE Participation Schedule and Part 4- Signature Page to be considered for award.

OR

- After making good faith outreach efforts prior to making this submission**, I conclude that I am unable to achieve the MBE participation goals and/or subgoal(s). I hereby request a waiver, in whole or in part, of the overall goal and/or subgoal(s). I acknowledge that by checking this box and requesting a partial waiver of the stated goal and/or one or more of the stated subgoal(s) if any, I **must** complete Part 3- MBE Participation Schedule and Part 4- Signature Page for the portion of the goal and/or subgoal(s), if any, for which I am not seeking a waiver, in order to be considered for award. I acknowledge that by checking this box and requesting a full waiver of the stated goal and subgoal(s) if any, I **must** complete Part 4- Signature Page to be considered for award.

ADDENDUM NO. 1- MODIFIED 02A SITE PACKAGE

ADDITIONAL MBE DOCUMENTATION

I understand that if I am notified that I am the apparent low bidder or as requested by the Procurement Officer, I must submit the following documentation within ten (10) working days of receiving notice of the potential award or from the date of conditional award, per COMAR 21.11.03.10., whichever is earlier:

1. Attachment D-1C - Good Faith Efforts Documentation to Support Waiver Request
2. Attachment D-2 - Outreach Efforts Compliance Statement
3. Attachment D-3A and D-3B - MBE Subcontractor/MBE Prime Project Participation Statement
4. Any other documentation, including additional waiver documentation if applicable, required by the Procurement Officer to ascertain bidder or offeror responsibility in connection with the certified MBE participation goal and subgoal(s), if any.

I understand that if I fail to return each completed document within the required time, the Procurement Officer may determine that I am not responsible and therefore not eligible for contract award. If the contract has already been awarded, the award is voidable.

INFORMATION PROVIDED TO MBE FIRMS

In the solicitation of subcontract quotations or offers, MBE firms were provided with not less than the same information and amount of time to respond as were non-MBE firms.

MBE ATTACHMENT D-1A
PART 3 - MBE PARTICIPATION SCHEDULE

This document must be included with the bid or offer. If the bidder or offeror fails to submit this form with the bid or offer as required, the Procurement Officer shall deem the bid non-responsive or shall determine that the offer is not reasonably susceptible of being selected for award.

1. Prime Contractor's Name	2. Prime Contractor's Address
3. Project/School Name & Address	4. Prime Contractor's Telephone Number:
5. LEA Name:	6. Base Bid Amount \$ _____
PSC Number:	Acceptance Alternates \$ _____
	Total \$ _____

7a. Minority Firm Name:	Telephone Number:
Minority Firm Address:	NAICS Code:
	MDOT Firm Certification Number:

African American
 Asian American
 Native American
 Woman
 Hispanic
 Disabled

Subcontractor Firm (Select One)	Allowable Percentage	Percentage of Total Contract	Subcontractor Dollar Amount	Participation Amount
MDOT Certified Firm	100%	%	\$ _____	\$ _____
MDOT Certified Prime Contractor	50% of established goal OR 100% of one contract subgoal	%	\$ _____	\$ _____
MDOT Certified Supplier, Wholesaler, and Regular Dealer	60%	%	\$ _____	\$ _____
MDOT Certified Broker	Count Reasonable Fee/Commission Only	%	\$ _____	\$ _____

7b. Minority Firm Name:	Telephone Number:
Minority Firm Address:	NAICS Code:
	MDOT Firm Certification Number:

African American
 Asian American
 Native American
 Woman
 Hispanic
 Disabled

Subcontractor Firm (Select One)	Allowable Percentage	Percentage of Total Contract	Subcontractor Dollar Amount	Participation Amount
MDOT Certified Firm	100%	%	\$ _____	\$ _____
MDOT Certified Prime Contractor	50% of established goal OR 100% of one contract subgoal	%	\$ _____	\$ _____
MDOT Certified Supplier, Wholesaler, and Regular Dealer	60%	%	\$ _____	\$ _____
MDOT Certified Broker	Count Reasonable Fee/Commission Only	%	\$ _____	\$ _____

MBE PARTICIPATION SCHEDULE-cont.

This document must be included with the bid or offer. If the bidder or offeror fails to submit this form with the bid or offer as required, the Procurement Officer shall deem the bid non-responsive or shall determine that the offer is not reasonably susceptible of being selected for award.

7c. Minority Firm Name:		Telephone Number:		
Minority Firm Address:		NAICS Code:		
		MDOT Firm Certification Number:		
<input type="checkbox"/> African American <input type="checkbox"/> Asian American <input type="checkbox"/> Native American <input type="checkbox"/> Woman <input type="checkbox"/> Hispanic <input type="checkbox"/> Disabled				
Subcontractor Firm (Select One)	Allowable Percentage	Percentage of Total Contract	Subcontractor Dollar Amount	Participation Amount
MDOT Certified Firm	100%	%	\$	\$
MDOT Certified Prime Contractor	50% of established goal OR 100% of one contract subgoal	%	\$	\$
MDOT Certified Supplier, Wholesaler, and Regular Dealer	60%	%	\$	\$
MDOT Certified Broker	Count Reasonable Fee/Commission Only	%	\$	\$
7d. Minority Firm Name:		Telephone Number:		
Minority Firm Address:		NAICS Code:		
		MDOT Firm Certification Number:		
<input type="checkbox"/> African American <input type="checkbox"/> Asian American <input type="checkbox"/> Native American <input type="checkbox"/> Woman <input type="checkbox"/> Hispanic <input type="checkbox"/> Disabled				
Subcontractor Firm (Select One)	Allowable Percentage	Percentage of Total Contract	Subcontractor Dollar Amount	Participation Amount
MDOT Certified Firm	100%	%	\$	\$
MDOT Certified Prime Contractor	50% of established goal OR 100% of one contract subgoal	%	\$	\$
MDOT Certified Supplier, Wholesaler, and Regular Dealer	60%	%	\$	\$
MDOT Certified Broker	Count Reasonable Fee/Commission Only	%	\$	\$

MBE PARTICIPATION SCHEDULE-cont.

This document must be included with the bid or offer. If the bidder or offeror fails to submit this form with the bid or offer as required, the Procurement Officer shall deem the bid non-responsive or shall determine that the offer is not reasonably susceptible of being selected for award.

7e. Minority Firm Name:			Telephone Number:	
Minority Firm Address:			NAICS Code:	
			MDOT Firm Certification Number:	
<input type="checkbox"/> African American <input type="checkbox"/> Asian American <input type="checkbox"/> Native American <input type="checkbox"/> Woman <input type="checkbox"/> Hispanic <input type="checkbox"/> Disabled				
Subcontractor Firm (Select One)	Allowable Percentage	Percentage of Total Contract	Subcontractor Dollar Amount	Participation Amount
MDOT Certified Firm	100%	%	\$	\$
MDOT Certified Prime Contractor	50% of established goal OR 100% of one contract subgoal	%	\$	\$
MDOT Certified Supplier, Wholesaler, and Regular Dealer	60%	%	\$	\$
MDOT Certified Broker	Count Reasonable Fee/Commission Only	%	\$	\$
7f. Minority Firm Name:			Telephone Number:	
Minority Firm Address:			NAICS Code:	
			MDOT Firm Certification Number:	
<input type="checkbox"/> African American <input type="checkbox"/> Asian American <input type="checkbox"/> Native American <input type="checkbox"/> Woman <input type="checkbox"/> Hispanic <input type="checkbox"/> Disabled				
Subcontractor Firm (Select One)	Allowable Percentage	Percentage of Total Contract	Subcontractor Dollar Amount	Participation Amount
MDOT Certified Firm	100%	%	\$	\$
MDOT Certified Prime Contractor	50% of established goal OR 100% of one contract subgoal	%	\$	\$
MDOT Certified Supplier, Wholesaler, and Regular Dealer	60%	%	\$	\$
MDOT Certified Broker	Count Reasonable Fee/Commission Only	%	\$	\$
8. Reviewed and Accepted by Board of Education MBE Liaison				
Signature: _____ Title: _____ Date: _____				
Total MBE Participation: \$ _____ %				
Total African- American MBE Participation: \$ _____ %				
Total Woman MBE Participation: \$ _____ %				
Total Other MBE Participation: \$ _____ %				

**MBE ATTACHMENT D-1A
PART 4 - SIGNATURE PAGE**

To complete Affidavit committing to MBE(s) or requesting waiver, bidder/offeror must sign below.

I solemnly affirm under the penalties of perjury that I have reviewed the instructions for the MBE Utilization and Fair Solicitation Affidavit and MBE Schedule.

and

That the information contained on the MBE Utilization and Fair Solicitation Affidavit and MBE Schedule is true to the best of my knowledge, information, and belief.

Bidder/Offeror Name

Signature of Authorized Representative

Street Address/P.O. Box

Print Name and Title

City, State and Zip Code

Date

SUBMIT THIS AFFIDAVIT WITH BID/PROPOSAL

**MBE ATTACHMENT D-1B
WAIVER GUIDANCE
PART 1 - GUIDANCE FOR DOCUMENTING GOOD FAITH EFFORTS TO MEET
MBE PARTICIPATION GOALS**

In order to show that it has made good faith efforts to meet the Minority Business Enterprise (MBE) participation goal, including any MBE subgoals, on a contract, the Offer must either:

1. Meet the MBE Goal(s) and document its commitments for participation of MBE Firms, or;
2. When it does not meet the MBE Goal(s), document its good faith efforts to meet the goal(s).

I - Definitions

MBE Goal(s): refers to the MBE participation goal and MBE participation subgoal(s).

Good Faith Efforts: the “good faith efforts” requirement means that when requesting a waiver, the Offeror must demonstrate that it took all necessary and reasonable steps to achieve the MBE goal(s), which, by their scope, intensity, and appropriateness to the objective, could reasonably be expected to obtain sufficient MBE participation, even if those steps were not fully successful. Whether the Offeror that requests a waiver made adequate good faith efforts will be determined by considering the quality, quantity, and intensity of the different kinds of efforts that the Offeror has made. The efforts employed by the Offeror should be those that one could reasonably expect the Offeror to take if the Offeror were actively and aggressively trying to obtain MBE participation sufficient to meet the MBE contract goal and subgoal(s). Mere *pro forma* efforts are not good faith efforts to meet the MBE contract requirements. The determination concerning the sufficiency of the Offeror’s good faith efforts is a judgment call, meeting quantitative formulas is not required.

Identified Firms: a list of the MBEs identified by the procuring agency during the goal setting process and listed in the procurement as available to perform the identified Items of Work. It also may include additional MBEs identified by the offeror as available to perform the identified Items of Work, such as MBEs certified or granted an expansion of services after the procurement was issued. If the procurement does not include a list of Identified Firms, this term refers to all the MBE firms, if state funded, the offeror identified as available to perform the identified Items of Work and should include all appropriately certified firms that are reasonably identifiable.

MBE Firms: refers to firms certified by the Maryland Department of Transportation (MDOT) under COMAR 21.11.03. Only MDOT-certified MBE Firms can participate in the State’s MBE Program.

II - Types of Actions Agency Will Consider

The Offeror is responsible for making relevant portions of the work available to MBE subcontractors and suppliers and select those portions of the work or material needs consistent with the available MBE subcontractors and suppliers, to facilitate MBE participation. The following is a list of types of actions the procuring agency will consider as part of the Offeror’s good faith efforts when the Offeror fails to meet the MBE Goal(s). This list is not intended to be a mandatory checklist, nor is it intended to be exclusive or exhaustive. Other factors or types of efforts may be relevant in appropriate cases.

A. Identify Proposal Items as Work for MBE Firms

1. Identified Items of Work in Procurements:

- Certain procurements will include a list of Proposal items identified during the goal setting process as possible work for performance by MBE Firms. If the procurement provides a list of Identified Items of Work, the Offeror shall make all reasonable efforts to solicit quotes from MBE Firms to perform that work.
- Offerors may, and are encouraged to, select additional items of work to be performed by MBE Firms to increase the likelihood that the MBE Goal(s) will be achieved.

2. Identified Items of Work by Offerors:

- When the procurement does not include a list of Identified Items of Work or for additional Identified Items of Work, Offerors should reasonably identify sufficient items of work to be performed by MBE Firms.
- Where appropriate, Offerors should break out the contract work items into economically feasible units to facilitate MBE participation, rather than perform these work items with their own forces. The ability or desire of a prime contractor to perform the work of a contract with its own organization does not relieve the Offeror of the responsibility to make good faith efforts.

B. Identify MBE Firms to Solicit

1. MBE Firms Identified in Procurements:

- Certain procurements will include a list of the MBE Firms identified during the goal setting process as available to perform the Items of Work. If the procurement provides a list of identified MBE firms, the Offeror shall make all reasonable efforts to solicit those MBE firms.
- Offerors may, and are encouraged to, search the MBE Directory to identify additional MBEs who may be available to perform the Items of Work, such as MBEs certified or granted an expansion of services after the solicitation was issued.

2. MBE Firms Identified by Offerors:

- When the procurement does not include a list of identified MBE Firms, Offerors should reasonably identify the MBE Firms that are available to perform the identified Items of Work.
- Any MBE Firms identified as available by the Offeror should be certified to perform the identified Items of Work.

C. Solicit MBEs

1. Solicit ALL Identified Firms for all Identified Items of Work by providing written notice. The

Offeror should:

- Provide the written solicitation at least ten (10) day prior to proposal opening to allow sufficient time for the MBE Firms to respond.
 - Send the written solicitation by first-class mail, facsimile, or e-mail using contact information in the MBE Directory, unless the Offeror has a valid basis for using different contact information.
 - Provide adequate information about the plans, specifications, anticipated time schedule for portions of the work to be performed by the MBE, and other requirements of the contract to assist MBE firms in responding. This information may be provided by including hard copies in the written solicitation or by electronic means as described in C.3 below.
2. All Identified Firms include the MBEs listed in the procurement and any MBE Firms you identify as potentially available to perform the identified Items of Work, but it does not include MBE Firms who are no longer certified to perform the work as of the date the Offeror provides written solicitations.
 3. Electronic Means includes, for example, information provided via website or file transfer protocol (FTP) site containing the plans, specifications, and other requirements of the contract. If an interested MBE cannot access the information provided by electronic means, the Offeror must make the information available in a manner that is accessible to the interested MBE.
 4. Follow up on initial written solicitations by contacting MBEs to determine if they are interested. The follow up contact may be made:
 - By telephone using the contact information in the MBE Directory, unless the Offeror has a valid basis for using different contact information or,
 - In writing via a method that differs from the method used for the initial written solicitation.
 5. In addition to the written solicitation set forth in C.1 and the follow-up required in C.4, use all other reasonable and available means to solicit the interest of MBE Firms certified to perform the work of the contract. Examples of other means include:
 - Attending any pre-proposal meeting at which MBE Firms could be informed of contracting and subcontracting opportunities, and
 - If recommended by the procurement, advertising with or effectively using the services of at least two (2) minority focused entities or media, including trade associations, minority/women community organizations, minority/women contractors' groups, and local, state, and federal minority/women business assistance offices listed on the MDOT Office of Minority Business Enterprise website.

D. Negotiate with Interested MBE Firms

1. Offerors must negotiate in good faith with interested MBE Firms. Evidence of negotiation includes, without limitation, the following:
 - The names, addresses, and telephone numbers of MBE Firms that were considered.

- A description of the information provided regarding the plans and specifications for the work selected for subcontracting and the means used to provide that information, and;
 - Evidence as to why additional agreements could not be reached for MBE Firms to perform the work.
2. The Offeror using good business judgement would consider several factors in negotiating with subcontractors, including MBE subcontractors, and would take a firm's price and capabilities as well as contract goals into consideration.
 3. The fact that there may be some additional costs involved in finding and using MBE firms is not in itself sufficient reason for the Offeror's failure to meet the contract MBE goal(s), as long as such costs are reasonable. Factors to take into consideration when determining whether an MBE Firm's quote is excessive or unreasonable include, without limitation, the following:
 - Dollar difference between the MBE subcontractor's quote and the average of the other subcontractors' quotes received by the Offeror.
 - Percentage difference between the MBE subcontractor's quote and the average of the other subcontractors' quotes received by the Offeror.
 - Percentage that the MBE subcontractor's quote represents of the overall contract amount.
 - Number of MBE firms that the Offeror solicited for that portion of the work.
 - Whether the work described in the MBE and non-MBE subcontractor quotes, or portions thereof, submitted for review is the same or comparable, and;
 - Number of quotes received by the Offeror for that portion of the work
 4. The above factors are not intended to be mandatory, exclusive, or exhaustive, and other evidence of an excessive or unreasonable price may be relevant.
 5. The Offeror may not use its price for self-performing work as a basis for rejecting an MBE firm's quote as excessive or unreasonable.
 6. The "average of the other subcontractors' quotes received" by the Offeror refers to the average of the quotes received from all subcontractors. Offerors should attempt to receive quotes from at least three (3) subcontractors, including one quote from an MBE and one quote from a non-MBE.
 7. The Offeror shall not reject an MBE firm as unqualified without sound reasons based on a thorough investigation of the firm's capabilities. For each certified MBE that is rejected as unqualified or that placed a subcontract quotation or offer that the Offeror concludes is not acceptable, the Offeror must provide a written detailed statement listing the reasons for this conclusion. The Offeror must also document the steps taken to verify the capabilities of the MBE and non-MBE firms quoting similar work.
 - The factors to take into consideration when assessing the capabilities of an MBE firm,

include, but are not limited to the following:

- Financial capability
 - Physical capacity to perform
 - Available personnel and equipment
 - Existing workload
 - Experience performing the type of work.
 - Conduct and performance in previous contracts, and;
 - Ability to meet reasonable contract requirements.
- The MBE firm's standing within its industry, membership in specific groups, organizations, or associations, and political or social affiliations, ex. Union vs. non-Union employee status, are not legitimate causes for the rejection or non-solicitation of proposals in the efforts to meet the project goal.

E. Assisting Interested MBE Firms

1. When appropriate under the circumstances, the decision maker will consider whether the Offeror made reasonable efforts to assist interested MBE firms in obtaining:
 - The bonding, lines of credit, or insurance required by the procuring agency or Offeror, and:
 - Necessary equipment, supplies, materials, related assistance, or services.

III. Other Considerations

1. In making a determination of good faith efforts, the decision maker may consider engineering estimates, catalogue prices, general market availability, and availability of certified MBE firms in the area in which the work is to be performed, other proposals or offers and subcontract proposals or offerors substantiating significant variances between certified MBE and non-MBE costs of participation, and their impact on the overall cost of the contract to the State and any other relevant factors.
2. The decision maker may take into account whether the Offeror decided to self-perform subcontract work with its own forces, especially where the self-performed work is identified Items of Work in the procurement. The decision maker also may take into account the performance of other Offerors in meeting the contract. For example, when the apparent successful Offeror fails to meet the contract goal, but others meet it, this reasonably raises the question of whether, with additional reasonable efforts, the apparent successful Offeror could have met the goal. If the apparent successful Offeror fails to meet the goal but meets or exceeds the average MBE participation obtained by other Offerors, this, when viewed in conjunction with other factors, could be evidence of the apparent successful Offeror having made good faith efforts.

IV. Documenting Good Faith Efforts

1. At a minimum, the Offeror seeking a waiver of the MBE Goal(s) or a portion thereof must provide written documentation of its good faith efforts, in accordance with COMAR 21.11.03.11, within ten (10) business days after receiving notice that it is the apparent awardee. The written documentation shall include the following:
 - Items of Work, (**Complete Good Faith Efforts Documentation Attachment D-1C, Part 1**)
 - A detailed statement of the efforts made to select portions of the work proposed by certified MBE firms in order to increase the likelihood of achieving the stated MBE goals.
 - Outreach/Solicitation/Negotiation
 - The record of the Offeror's compliance with the outreach efforts prescribed by COMAR 21.11.03.09C(2)(a) (**Complete Outreach Efforts Compliance Statement D-2**)
 - A detailed statement of the efforts made to contract and negotiate with MBE firms including:
 1. The names, addresses, and telephone numbers of the MBE firms who were contacted, with the dates and manner of contact (letter, email, telephone, etc.), and submit letters, emails, etc. documenting solicitations) (**Complete Good Faith Efforts Attachment D-1C, Part 2**)
 2. A description of the information provided to MBE firms regarding the plans, specifications, and anticipated time schedule for portions of the work to be performed and the means used to provide that information.
 - Rejected MBE Firms, (**Complete Good Faith Efforts, Attachment D-1C, Part 3**)
 - For each MBE firm that the offeror concludes is not acceptable or qualified, a detailed statement of the reasons for the Offeror's conclusions, including the steps taken to verify the capabilities of the MBE and non-MBE firms quoting similar work.
 - For each certified MBE firm that the Offeror concludes has provide an excessive or unreasonable price, a detailed statement of the reasons for the Offeror's conclusion, including the quotes received from all MBE and non-MBE firms proposing on the same or comparable work. Be sure to include copies of all quotes received.
 - A list of MBE firms contacted but found to be unavailable. This list should be accompanied by an MBE Unavailability Certificate, D-1A Part 1, signed by the MBE contractor or a statement from the Offeror that the MBE contractor refused to sign the MBE Unavailability Certificate.
 - Other Documentation

- Submit any other documentation requested by the procurement office to ascertain the Offeror's Good Faith Efforts
- Submit any other documentation the Offeror believes will help the procurement officer ascertain its Good Faith Efforts.

**MBE ATTACHMENT D-1B
PART 2 -MBE SUBCONTRACTOR UNAVAILABILITY CERTIFICATE**

1. It is hereby certified that the firm of _____ located at _____
(Name of Minority Firm)
_____ was offered an opportunity to
(Insert Mailing Address)
bid on Solicitation # _____ in _____ County by _____.
(Insert Prime Contractor Firm Name)

2. _____ is either unavailable for the work/service or
(Name of Minority Firm)

unable to prepare a proposal for this project for the following reason(s):

.....

Signature of Minority Firm's MBE Representative

Date

Print Name

Print Title

MDOT Certification Number

Telephone Number

3. To be completed by the prime contractor if Section 2 of this form is not completed by the minority firm.

To the best of my knowledge and belief, said Certified Minority Business Enterprise is either unavailable for the work/service for this project, is unable to prepare a proposal, or did not respond to a request for a price proposal and has not completed the above portion of this submittal.

Signature of Prime Contractor

Date

Print Name

Print Title

MBE ATTACHMENT D-1C
GOOD FAITH EFFORTS DOCUMENTATION TO SUPPORT WAIVER REQUEST
 PAGE _____ OF _____

Prime Contractor	Project Description	Project/Contract
<i>Offeror Company Name, Street Address, Phone</i>		Solicitation #:

Parts 1, 2, and 3 must be included with this certificate along with all the documents supporting your waiver request.

I affirm that I have reviewed **Attachment D-1B**, Waiver Guidance. I further affirm under penalties of perjury that the contents of Parts 1, 2, and 3 of this **Attachment D-1C** Good Faith Efforts Documentation Form are true to the best of my knowledge, information, and belief.

 Company Name

 Company Address

BY:

 Signature of Authorized Representative

 Print Title

 Print Name

 Date

**MBE ATTACHMENT D-1C
GOOD FAITH EFFORTS DOCUMENTATION TO SUPPORT WAIVER REQUEST
PART 1 – IDENTIFIED ITEMS OF WORK OFFEROR MADE AVAILABLE TO MBE FIRMS**

PAGE _____ OF _____

Prime Contractor	Project Description	Project/Contract
<i>Offeror Company Name, Street Address, Phone</i>		Solicitation #:

Identify those items of work that the Offeror made available to MBE Firms. This includes, where appropriate, those items that the Offeror identified and determined to subdivide into economically feasible units to facilitate the MBE participation. For each item listed, show the anticipated percentage of the total contract amount. It is the Offeror's responsibility to demonstrate that sufficient work to meet the goal was made available to MBE Firms, and the total percentage of the items of work identified for MBE participation equals or exceeds the percentage MBE goal set for the procurement.

NOTE: If the procurement includes a list of proposal items identified during the goal setting process as possible items of work for performance by MBE Firms, the Offeror should make all of those items of work available to MBE Firms or explain why that item was not made available. If the Offeror selects additional items of work to make available to MBE Firms, those additional items should also be included below.

Identified Items of Work	Was this work listed in the procurement?	Does Offeror normally self-perform this work?	Was this work made available to MBE Firms? If not, explain.
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO

Please check if additional sheets are attached.

**MBE ATTACHMENT D-1C
GOOD FAITH EFFORTS DOCUMENTATION TO SUPPORT WAIVER REQUEST
PART 2 – IDENTIFIED MBE FIRMS AND RECORD OF SOLICITATIONS**

PAGE _____ OF _____

Prime Contractor	Project Description	Project/Contract
<i>Offeror Company Name, Street Address, Phone</i>		Solicitation #:

Identify the MBE Firms solicited to provide quotes for the Identified Items of Work made available for MBE participation. Include the name of the MBE Firm solicited, items of work for which quotes were solicited, date and manner of initial and follow-up solicitations, whether the MBE provided a quote, and whether the MBE is being used to meet the MBE Participation Goal. MBE firms used to meet the Participation Goal must be included in the MBE Participation Schedule.

NOTE: If the procurement includes a list of the MBE Firms identified during the goal setting process as potentially available to perform the items of work, the Offeror should solicit all of those MBE Firms or explain why a specific MBE was not solicited. If the Offeror identifies additional MBE Firms who may be available to perform identified Items of Work, those additional MBE Firms should also be included below. Copies of all written solicitations and documentation of follow-up calls to MBE Firms must be attached to this form. This list should be accompanied by a Minority Contractor Unavailability Certificate signed by the MBE Contractor or a statement from the Offeror that the MBE contractor refused to sign the Minority Contractor Unavailability Certificate (**Attachment D-1B – Exhibit A**). If the Offeror used a non-MBE or is self-performing the identified Items of Work, Part 4 must be completed.

Name of Identified MBE Firm & MBE Classifications	Describe Item of Work Solicited	Initial Solicitation Date & Method	Follow-Up Solicitation Date & Method	Details for Follow-Up Calls	Quote Rec'd	Quote Used	Reason Quote Rejected
Firm Name: MBE Classification (check only if requesting waiver of MBE Subgoal) <input type="checkbox"/> African American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Asian American <input type="checkbox"/> Woman <input type="checkbox"/> Other		Date: <input type="checkbox"/> Mail <input type="checkbox"/> Fax <input type="checkbox"/> Email	Date: <input type="checkbox"/> Phone <input type="checkbox"/> Mail <input type="checkbox"/> Fax <input type="checkbox"/> Email	Time of Call: Spoke With: <input type="checkbox"/> Left Message	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Used Other MBE <input type="checkbox"/> Used non-MBE <input type="checkbox"/> Self-performing

Please check if Additional Sheets are attached.

**MBE ATTACHMENT D-1C
GOOD FAITH EFFORTS DOCUMENTATION TO SUPPORT WAIVER REQUEST
PART 3 – ADDITIONAL INFORMATION REGARDING REJECTED MBE QUOTES**

PAGE _____ OF _____

Prime Contractor	Project Description	Project/Contract
<i>Offeror Company Name, Street Address, Phone</i>		Solicitation #:

This form must be completed if Part 1 indicates that an MBE quote was rejected because the Offeror is using a non-MBE or is self-performing the identified Items of Work. Provide the identified Items of Work, indicate whether the work will be self-performed or performed by a non-MBE, and if applicable, state the name of the non-MBE. Also include the names of all MBE and Non-MBE Firms that provided a quote and the amount of each quote.

Describe Identified Items of Work Not Being Performed by MBE (Include spec/section number from proposal)	Self-performing or Using Non-MBE (provide name)	Amount of non-MBE quote	Name of Other Firms Who Provided Quotes & Whether MBE or Non-MBE	Amount Quoted	Indicate Reason Why MBE Quote Rejected & Briefly Explain
	<input type="checkbox"/> Self-performing <input type="checkbox"/> Using non-MBE	\$	<input type="checkbox"/> MBE <input type="checkbox"/> Non-MBE	\$	<input type="checkbox"/> Price <input type="checkbox"/> Capabilities <input type="checkbox"/> Other
	<input type="checkbox"/> Self-performing <input type="checkbox"/> Using non-MBE	\$	<input type="checkbox"/> MBE <input type="checkbox"/> Non-MBE	\$	<input type="checkbox"/> Price <input type="checkbox"/> Capabilities <input type="checkbox"/> Other
	<input type="checkbox"/> Self-performing <input type="checkbox"/> Using non-MBE	\$	<input type="checkbox"/> MBE <input type="checkbox"/> Non-MBE	\$	<input type="checkbox"/> Price <input type="checkbox"/> Capabilities <input type="checkbox"/> Other

Please check if Additional Sheets are attached.

**MBE ATTACHMENT D-2
PART 1 - OUTREACH EFFORTS COMPLIANCE STATEMENT**

Complete and submit this form within ten (10) business days of notification of apparent award or actual award, whichever is earlier.

In conjunction with the Proposal submitted in response to Solicitation Number _____, I state the following:

1. Offeror identified subcontracting opportunities in these specific work categories:

2. Attached to this form are copies of written solicitations, with Proposal instructions, used to solicit certified MBE firms for these subcontract opportunities.

3. Offeror made the following attempts to personally contact the solicited MDOT-certified MBE firms:

4. Please Check One:

- This project does not involve bonding requirements.
- Offeror assisted MDOT-certified MBE firms to fulfill or seek waiver of bonding requirements. Describe Efforts:

5. Please Check One:

- Offeror did attend the pre-proposal conference.
- No pre-proposal meeting/conference was held.
- Offeror did not attend the pre-proposal conference.

**MBE ATTACHMENT D-2
PART 2 - OUTREACH EFFORTS COMPLIANCE STATEMENT
SIGNATURE PAGE**

I affirm that I have reviewed **Attachment D-2**, Outreach Efforts Compliance Statement, and further affirm under penalties of perjury that the contents are true to the best of my knowledge, information, and belief.

Company Name

Company Address

BY:

Signature of Authorized Representative

Print Title

Print Name

Date

**MBE ATTACHMENT D-3A
CERTIFIED MBE SUBCONTRACTOR PARTICIPATION CERTIFICATION-cont.**

SECTION B - Prime Contractor

Prime Firm's Name

Federal Identification Number

Mailing Address

Phone Number

Signature of Authorized Representative

Print Name

Print Title

Date

SECTION C - Certified MBE Subcontractor

MBE Firm's Name

Federal Identification Number

Mailing Address

Phone Number

Signature of Authorized Representative

Print Name

Print Title

Date

SECTION D

This completed form is due to the Procurement Officer on or before: _____

Solicitation Number & Title

Agency/Department

Procurement Officer

Signature of Authorized Representative

Print Name

Mailing Address

Phone

Email

**MBE ATTACHMENT D-3B
MBE PRIME PROJECT PARTICIPATION CERTIFICATION**

Please complete and submit this form to attest to each specific item of work that your MBE firm has listed on the MBE Participation Schedule, Attachment D-1A, for purposes of meeting the MBE participation goals. This form must be submitted within ten (10) business days of notification of apparent award. If the Offeror fails to return this affidavit within the required time, the Procurement Officer may determine that the Proposal is not susceptible of being selected for contract award.

Provided that _____ with Certification Number _____ is awarded
(Prime Contractor)

the State contract in conjunction with Solicitation Number _____, such MBE Prime Contractor intends to perform with its own forces at least \$ _____ which equals _____ % of the Total Contract.

Amount for performing the following goods and services for the Contract:

NAICS CODE	WORK ITEM, SPECIFICATION #, LINE ITEMS, OR WORK CATEGORIES (if applicable)	DESCRIPTION OF SPECIFIC PRODUCTS AND/OR SERVICES	VALUE OF THE WORK

MBE Prime Contractor

MBE Prime Firm's Name

Federal Identification Number

Mailing Address

Phone Number

Signature of Authorized Representative

Print Name

Print Title

Date

**MBE ATTACHMENT D-4A
MINORITY BUSINESS ENTERPRISE PARTICIPATION
PRIME CONTRACTOR PAID/UNPAID INVOICE REPORT**

Report #:	Contract #:
Reporting Period (Month/Year):	Contracting Unit:
Prime Contractor: Report is due to the MBE Liaison by the 10th of the month following the month the services were provided. NOTE: Please number reports in sequence.	Contract Amount:
	MBE Subcontract Amount:
	Project Start Date:
	Project End Date:
	Services Provided:

Prime Contractor:		Contact Person:	
Address:			
City:		State:	ZIP:
Phone:	Fax:	Email:	
MBE Subcontractor Name:		Contact Person:	
Phone:	Fax:	Email:	
Subcontractor Services Provided:			
List all payments made to MBE subcontractor named above during this reporting period:		List dates and amounts of any outstanding invoices:	
Invoice #:	Amount:	Invoice #:	Amount:
TOTAL: \$		TOTAL: \$	

* If more than one MBE subcontractor is used for this contract, you must use separate **Attachment D-4A** forms. Information regarding payments that the MBE prime will use for purposes of meeting the MBE participation goals must be reported separately in **Attachment D-4B**.

Return one copy of this form signed and dated, electronically to the following addresses:

Contract Monitor Name

Phone Number

Signature

Contracting Unit

Email Address

Date

**MBE ATTACHMENT D-4B
MBE PARTICIPATION-MBE PRIME CONTRACTOR REPORT**

MBE Prime Contractor:	Contract #:	
Certification Number:	Contracting Unit:	
Report #:	Contract Amount:	
Reporting Period (Month/Year):	Total Value of the Work to the Self-Performed for purposes of meeting the MBE participation goal/subgoals:	
MBE Prime Contractor: Report is due to the MBE Liaison by the 10th of the month following the month services were provided.		Project Begin Date:
		Project End Date:
NOTE: Please number reports in sequence.		

Prime Contractor:		Contact Person:	
Address:			
City:		State:	ZIP:
Phone:	Fax:	Email:	

Invoice #	Value of The Work	NAICS Code	Description of Specific Products and/or Services

Return one copy of this form signed and dated, electronically to the following addresses:

Contract Monitor Name

Contracting Unit

Phone Number

Email Address

Signature

Date

**MBE ATTACHMENT D-5
MBE PARTICIPATION-MBE SUBCONTRACTOR PAID/UNPAID INVOICE REPORT**

Report #:	Contract #:
Reporting Period (Month/Year):	Contracting Unit:
Prime Contractor: Report is due to the MBE Liaison by the 10th of the month following the month the services were provided. NOTE: Please number reports in sequence.	Contract Amount:
	MBE Subcontract Amount:
	Project Start Date:
	Project End Date:
	Services Provided:

MBE Subcontractor:			
MDOT Certification #:			
Contact Person:			
Address:			
City	State & Zip:	Email:	
Subcontractor Services Provided:			
List all payments received from the Prime contractor during reporting period indicated above.		List dates and amounts of any unpaid invoices over thirty (30) days old.	
Invoice Date:	Invoice Amount:	Invoice Date:	Invoice Amount:
TOTAL: \$		TOTAL: \$	
PRIME CONTRACTOR:		PRIME CONTRACTOR:	

Return one copy of this form signed and dated, electronically to the following addresses:

Contract Monitor Name

Contracting Unit

Phone Number

Email Address

Signature

Date

INSTRUCTIONS FOR COMPLETION OF IAC/PSCP FORM 306.4
THIS FORM IS TO BE COMPLETED BY THE PRIME CONTRACTOR ONLY

1. **LEA** - Enter full name of LEA.
2. **Facility Name** - Enter full name of school/facility.
3. **Scope of Work** – Enter type of work being performed (ex. New Construction, Reno, Roof, HVAC, etc.)
4. **Date** - Date of Requisition for Payment
5. **PSC #** - Enter full PSC Number as assigned by PSCP.
6. **REQ #** - Enter the corresponding Requisition for Payment number.
7. **Name of MBE Subcontractor** – Enter full name of MBE subcontractor.
8. **MDOT Certification # and Classification** – Enter the 5-digit MDOT Certification Number and corresponding classification for each MBE Subcontractor; MDOT Classifications and the MDOT website are listed on the form for reference.
9. **Total MBE Contract Amount** – Enter original Total MBE Contract Amount as stated on MBE attachments B and D. This amount should NOT be altered to reflect any changes to the contract amount such as change orders, changes to scope of work, etc.
10. **Amount to be Paid THIS Requisition** - Enter the amount to be paid to the MBE subcontractor for work applicable to this requisition.
11. **TOTAL Paid to Date** – Enter the total amount paid to date to the MBE subcontractor; this amount should NOT include the amount being paid on this requisition, only the total of all prior requisitions.
12. **MBE Final Payment Received** – Enter Y if the MBE subcontractor has been paid in full; enter N if the MBE subcontractor has NOT been paid in full.
13. **If amount paid is LESS than TOTAL MBE Contract Amount, Explain Variance** – Enter a brief reason for the MBE subcontractor NOT being paid equal to or great than the original TOTAL MBE Contract Amount as stated on this form and MBE attachments B and D; additional documentation may be required to be submitted for variance explanations.
14. **Prime Contractor Firm** – Enter full name of Prime Contractor here.
15. **Authorized Contractor Signature/Date** – The authorized individual employed by the Prime Contractor who filled out this form should sign and date here.
16. **Prime Contractor Federal Tax ID #** - Enter the Federal Tax ID number of the Prime Contractor
17. **Prime Contractor MBE Classification #** - Enter the MDOT MBE Classification Number if the Prime Contractor is a MDOT Certified MBE company; if the Prime Contractor is NOT an MDOT Certified MBE company, leave blank.
18. **Print Name of LEA MBE Liaison**- leave blank, LEA to fill out when requisition is received for processing.
19. **LEA MBE Liaison Signature/Date** – leave blank, LEA to fill out when requisition is received for processing.

**MBE ATTACHMENT H
CLOSE-OUT SUMMARY**

LEA: _____ DATE: _____

SCHOOL NAME: _____ PSC #: _____

		<u>Public School Construction</u>			<u>Local and Other</u>		
Allocation	_____		_____		_____		
Cash Disbursements	_____		_____		_____		
		Approved Contracts	Expenditure s	Balance	Approved Contracts	Expenditure s	Total Expenditure s
Construction							
A/E							
Related Costs							
Total							
<p>I hereby certify that the data shown hereon is correct and request this project be closed.</p> <p align="right">_____</p> <p align="right">Signature of LEA Representative</p>							
FOR STATE USE ONLY							
ADJUSTMENTS							
Allocation	_____					INITIALS	
Cash	_____					DATE	
<hr/>							
AUDIT COMMENTS:						INITIALS	
						DATE	

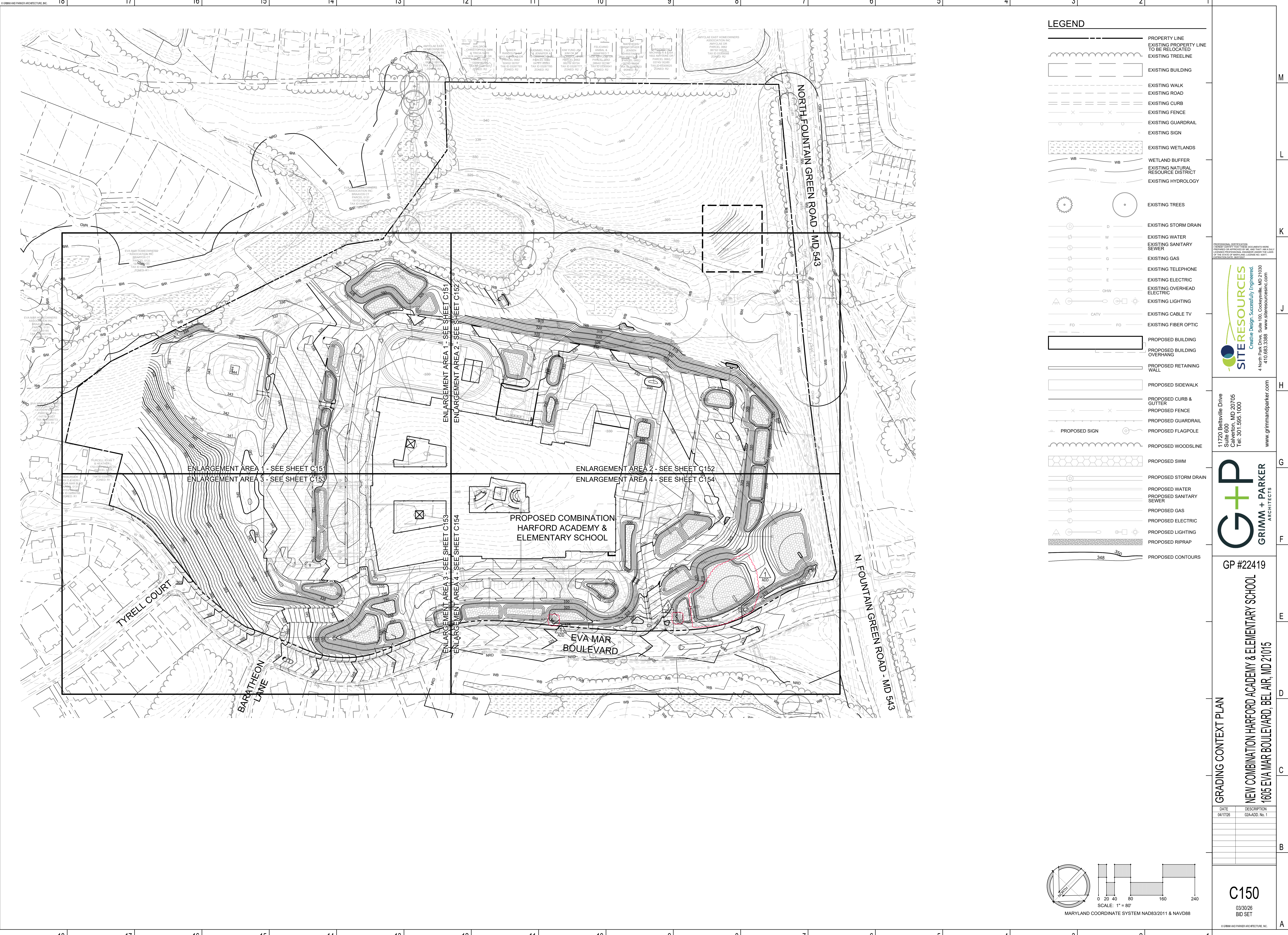
END OF SECTION 006600

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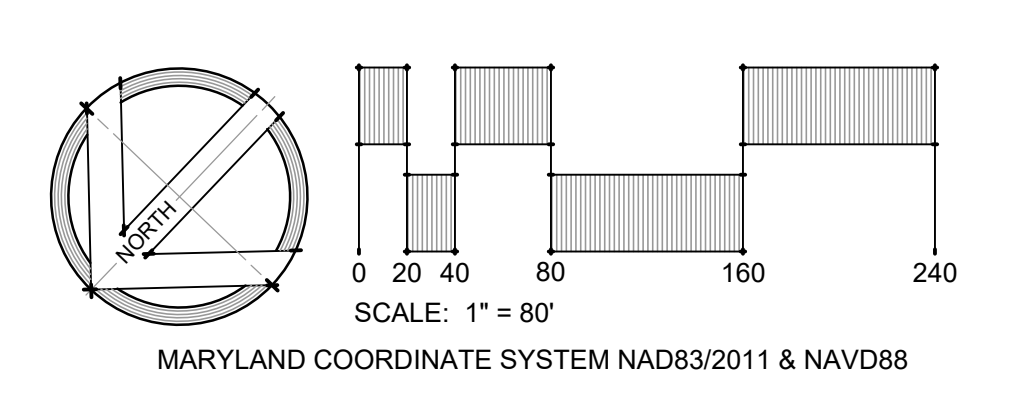
ATTACHMENT C:

DRAWINGS

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LEGEND	
	PROPERTY LINE TO BE RELOCATED
	EXISTING TREELINE
	EXISTING BUILDING
	EXISTING WALK
	EXISTING ROAD
	EXISTING CURB
	EXISTING FENCE
	EXISTING GUARDRAIL
	EXISTING SIGN
	EXISTING WETLANDS
	WETLAND BUFFER
	EXISTING NATURAL RESOURCE DISTRICT
	EXISTING HYDROLOGY
	EXISTING TREES
	EXISTING STORM DRAIN
	EXISTING WATER
	EXISTING SANITARY SEWER
	EXISTING GAS
	EXISTING TELEPHONE
	EXISTING ELECTRIC
	EXISTING OVERHEAD ELECTRIC
	EXISTING LIGHTING
	EXISTING CABLE TV
	EXISTING FIBER OPTIC
	PROPOSED BUILDING
	PROPOSED BUILDING OVERHANG
	PROPOSED RETAINING WALL
	PROPOSED SIDEWALK
	PROPOSED CURB & GUTTER
	PROPOSED FENCE
	PROPOSED GUARDRAIL
	PROPOSED SIGN
	PROPOSED FLAGPOLE
	PROPOSED WOODLINE
	PROPOSED SWM
	PROPOSED STORM DRAIN
	PROPOSED WATER
	PROPOSED SANITARY SEWER
	PROPOSED GAS
	PROPOSED ELECTRIC
	PROPOSED LIGHTING
	PROPOSED RIPRAP
	PROPOSED CONTOURS



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GP #22419

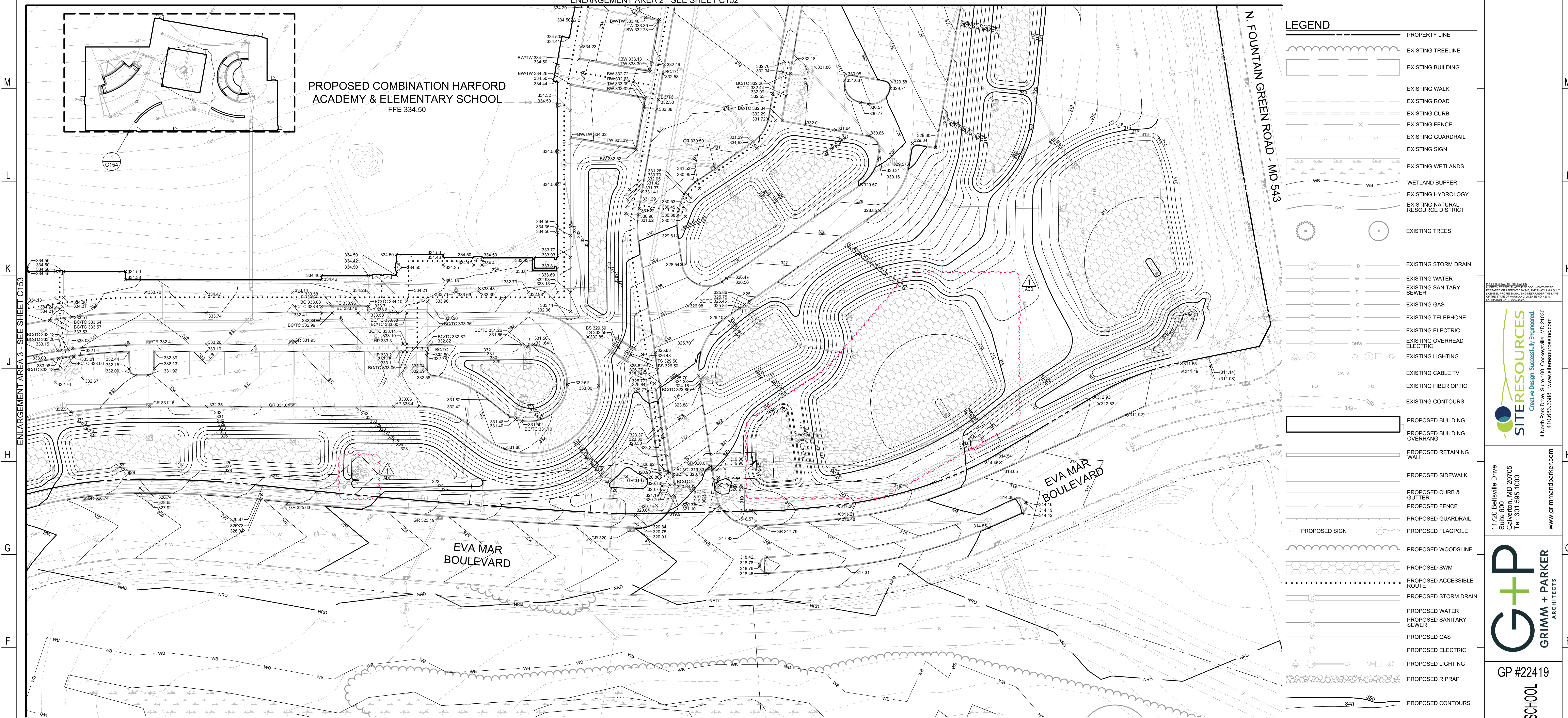
GRADING CONTEXT PLAN
NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL
1605 EVA MAR BOULEVARD, BEL AIR, MD 21015

DATE	DESCRIPTION
04/17/26	02A-ADD. No. 1

C150
03/30/26
BID SET

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ENLARGEMENT AREA 2 - SEE SHEET C152



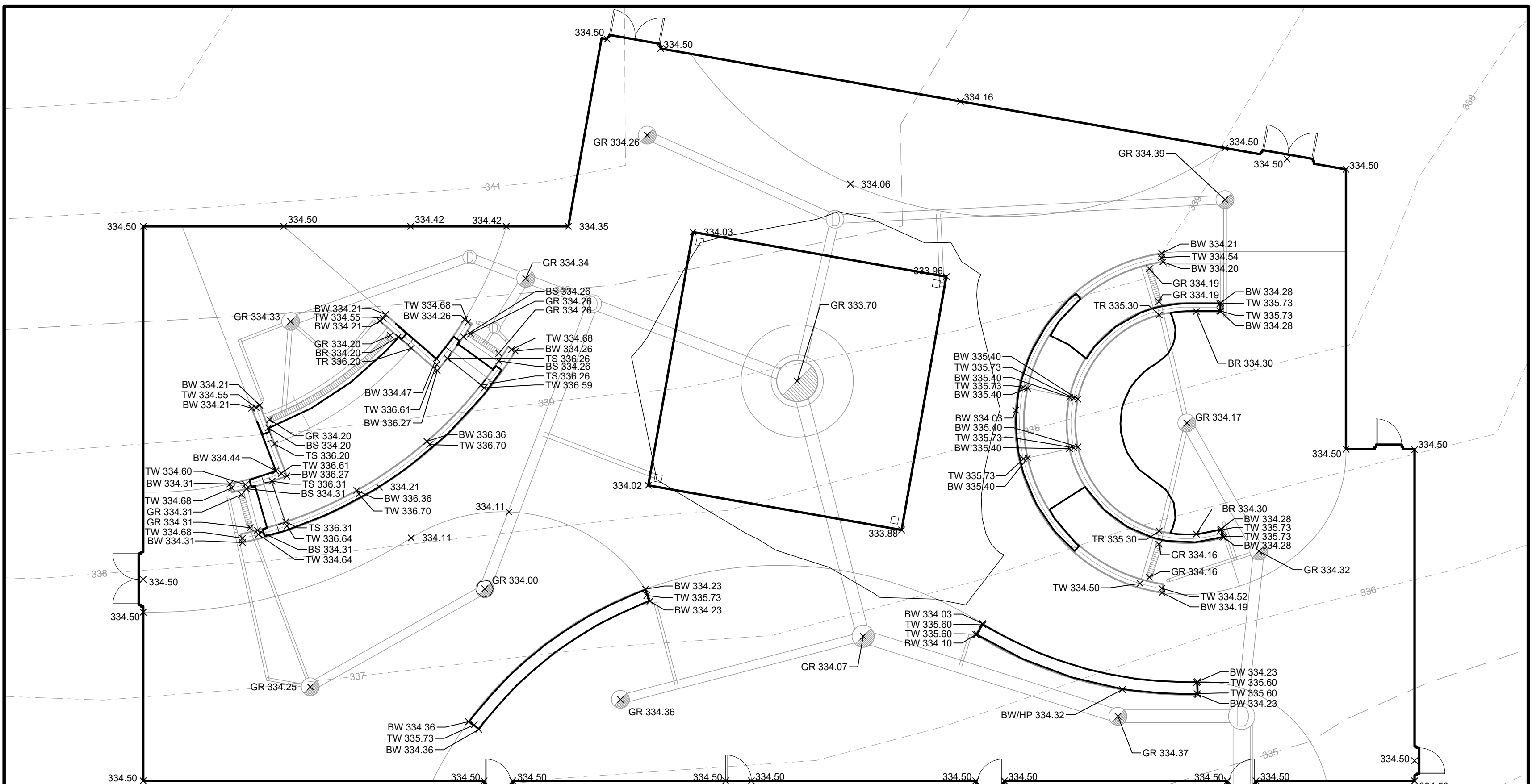
PROPOSED COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL
FFE 334.50

EVA MAR BOULEVARD

EVA MAR BOULEVARD

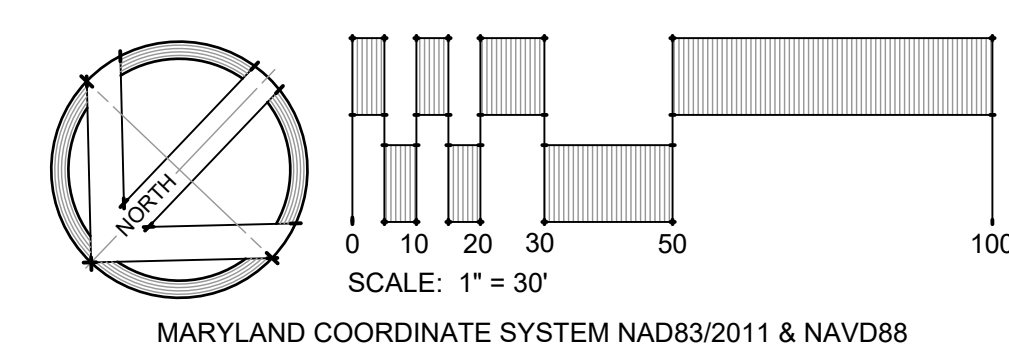
- LEGEND**
- PROPERTY LINE
 - EXISTING TREELINE
 - EXISTING BUILDING
 - EXISTING WALK
 - EXISTING ROAD
 - EXISTING CURB
 - EXISTING FENCE
 - EXISTING GUARDRAIL
 - EXISTING SIGN
 - EXISTING WETLANDS
 - WETLAND BUFFER
 - EXISTING HYDROLOGY
 - EXISTING NATURAL RESOURCE DISTRICT
 - EXISTING TREES
 - EXISTING STORM DRAIN
 - EXISTING WATER
 - EXISTING SANITARY SEWER
 - EXISTING GAS
 - EXISTING TELEPHONE
 - EXISTING ELECTRIC
 - EXISTING OVERHEAD ELECTRIC
 - EXISTING LIGHTING
 - EXISTING CABLE TV
 - EXISTING FIBER OPTIC
 - EXISTING CONTOURS
 - PROPOSED BUILDING
 - PROPOSED BUILDING OVERHANG
 - PROPOSED RETAINING WALL
 - PROPOSED SIDEWALK
 - PROPOSED CURB & GUTTER
 - PROPOSED FENCE
 - PROPOSED GUARDRAIL
 - PROPOSED FLAGPOLE
 - PROPOSED SIGN
 - PROPOSED WOODSLINE
 - PROPOSED SWM
 - PROPOSED ACCESSIBLE ROUTE
 - PROPOSED STORM DRAIN
 - PROPOSED WATER
 - PROPOSED SANITARY SEWER
 - PROPOSED GAS
 - PROPOSED ELECTRIC
 - PROPOSED LIGHTING
 - PROPOSED RIPRAP
 - PROPOSED CONTOURS
 - SPOT ELEVATIONS

ENLARGEMENT AREA 3 - SEE SHEET C153



1 CENTRAL COURTYARD

SCALE: 1" = 10'



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GP #22419

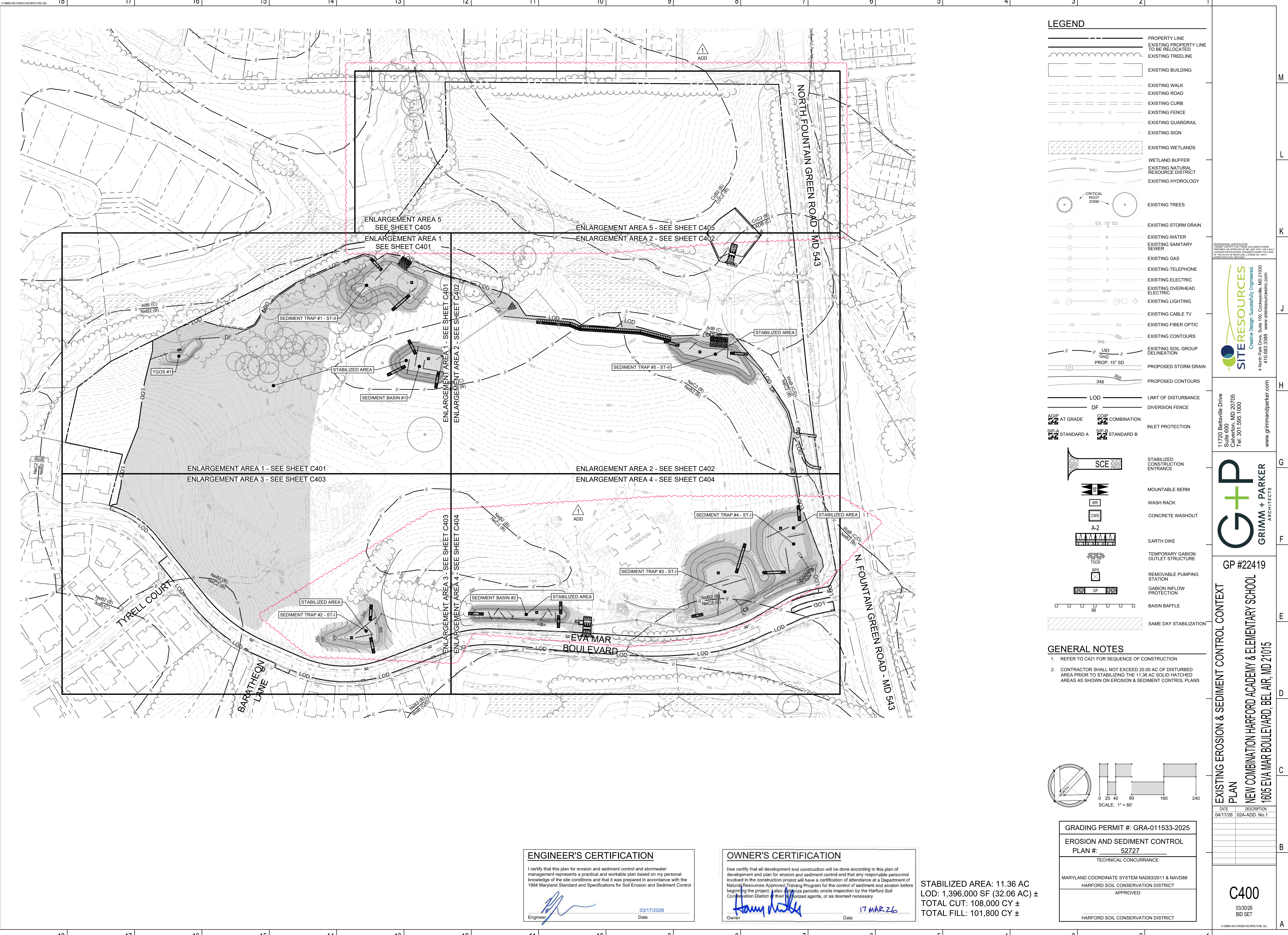
GRADING PLAN

NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL
1605 EVA MAR BOULEVARD, BEL AIR, MD 21015

DATE	DESCRIPTION
04/17/26	02-ADD. No. 1

C154
03/30/26
BID SET

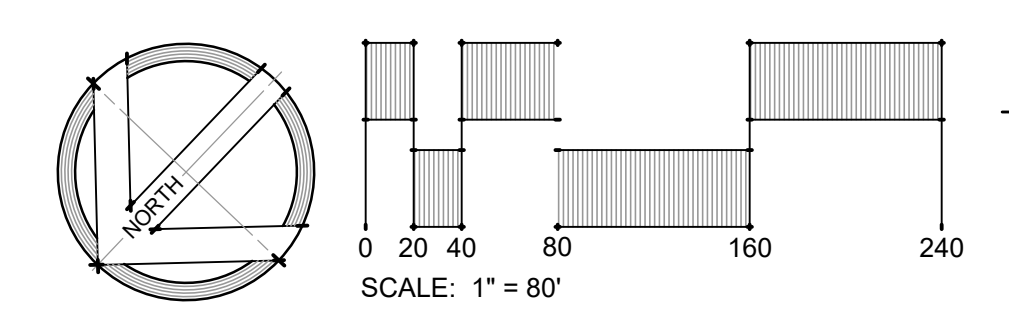
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LEGEND	
	PROPERTY LINE
	EXISTING PROPERTY LINE TO BE RELOCATED
	EXISTING TREELINE
	EXISTING BUILDING
	EXISTING WALK
	EXISTING ROAD
	EXISTING CURB
	EXISTING FENCE
	EXISTING GUARDRAIL
	EXISTING SIGN
	EXISTING WETLANDS
	WETLAND BUFFER
	EXISTING NATURAL RESOURCE DISTRICT
	EXISTING HYDROLOGY
	EXISTING TREES
	EXISTING STORM DRAIN
	EXISTING WATER
	EXISTING SANITARY SEWER
	EXISTING GAS
	EXISTING TELEPHONE
	EXISTING ELECTRIC
	EXISTING OVERHEAD ELECTRIC
	EXISTING LIGHTING
	EXISTING CABLE TV
	EXISTING FIBER OPTIC
	EXISTING CONTOURS
	EXISTING SOIL GROUP DELINEATION
	PROPOSED STORM DRAIN
	PROPOSED CONTOURS
	LIMIT OF DISTURBANCE
	DIVERSION FENCE
	INLET PROTECTION
	STABILIZED CONSTRUCTION ENTRANCE
	MOUNTABLE BERM
	WASH RACK
	CONCRETE WASHOUT
	EARTH DIKE
	TEMPORARY GABION OUTLET STRUCTURE
	REMOVABLE PUMPING STATION
	GABION INFLOW PROTECTION
	BASIN BAFFLE
	SAME DAY STABILIZATION

GENERAL NOTES

- REFER TO C421 FOR SEQUENCE OF CONSTRUCTION
- CONTRACTOR SHALL NOT EXCEED 20.00 AC OF DISTURBED AREA PRIOR TO STABILIZING THE 11.36 AC SOLID HATCHED AREAS AS SHOWN ON EROSION & SEDIMENT CONTROL PLANS



ENGINEER'S CERTIFICATION

I certify that this plan for erosion and sediment control and stormwater management represents a practical and workable plan based on my personal knowledge of the site conditions and that it was prepared in accordance with the 1994 Maryland Standard and Specifications for Soil Erosion and Sediment Control

[Signature]
 Engineer Date 03/17/2026

OWNER'S CERTIFICATION

I/we certify that all development and construction will be done according to this plan of development and plan for erosion and sediment control and that any responsible personnel involved in the construction project will have a certification of attendance at a Department of Natural Resources Approved Training Program for the control of sediment and erosion before beginning the project. I/also authorize periodic on-site inspection by the Harford Soil Conservation District or their authorized agents, or as deemed necessary

[Signature]
 Owner Date 17 MAR 26

STABILIZED AREA: 11.36 AC
 LOD: 1,396,000 SF (32.06 AC) ±
 TOTAL CUT: 108,000 CY ±
 TOTAL FILL: 101,800 CY ±

GRADING PERMIT #: GRA-011533-2025	
EROSION AND SEDIMENT CONTROL PLAN #: 52727	
TECHNICAL CONCURRENCE:	
MARYLAND COORDINATE SYSTEM NAD83/2011 & NAVD88 HARFORD SOIL CONSERVATION DISTRICT	
APPROVED:	
HARFORD SOIL CONSERVATION DISTRICT	

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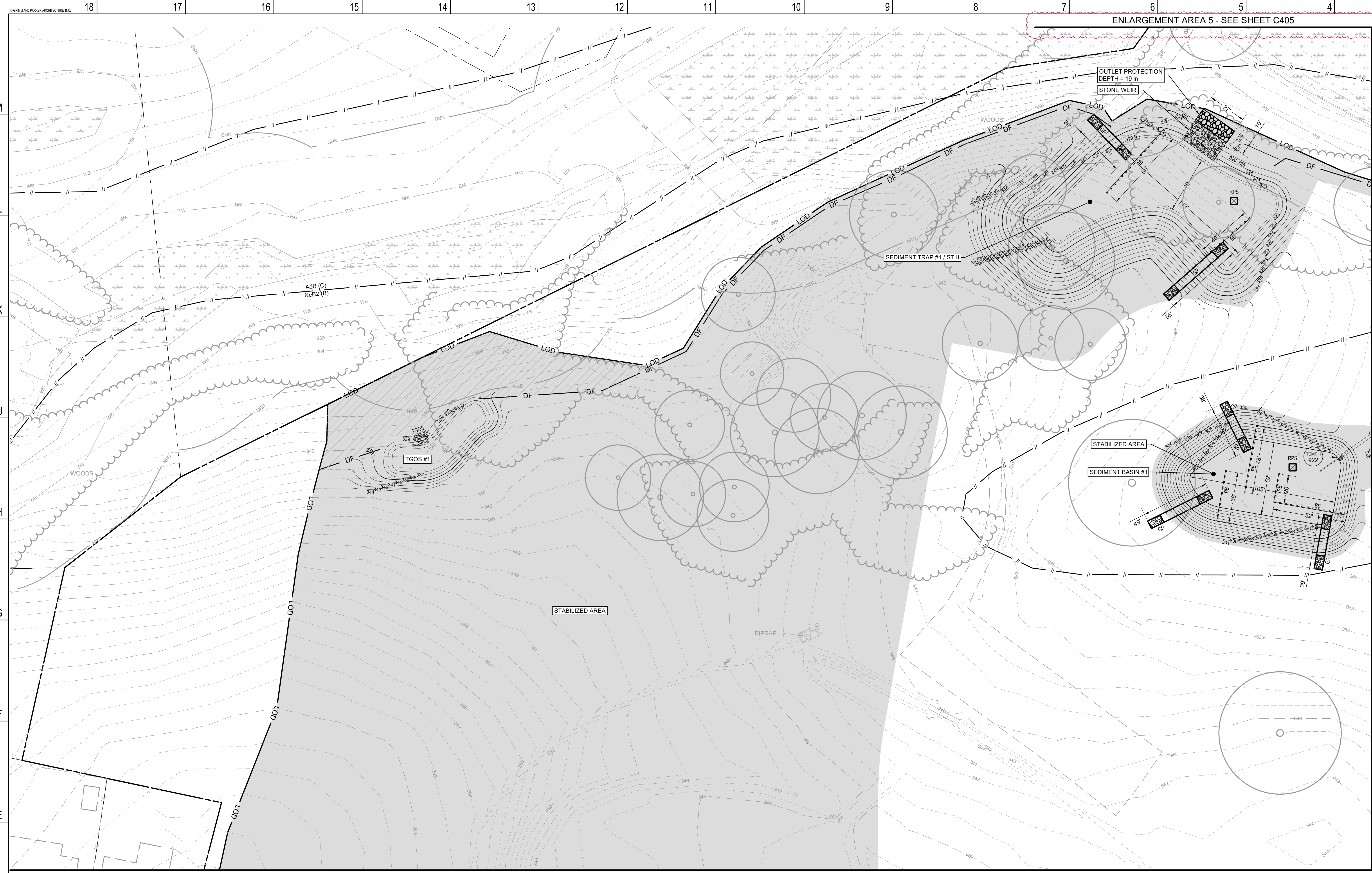
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GP #22419
 EXISTING EROSION & SEDIMENT CONTROL CONTEXT PLAN
 NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL
 1605 EVA MAR BOULEVARD, BELAIR, MD 21015

DATE	DESCRIPTION
04/17/26	02A-ADD. No.1

C400
 03/30/26
 BID SET

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LEGEND

- PROPERTY LINE
- EXISTING TREELINE
- EXISTING BUILDING
- EXISTING WALK
- EXISTING ROAD
- EXISTING CURB
- EXISTING FENCE
- EXISTING GUARDRAIL
- EXISTING SIGN
- EXISTING WETLANDS
- WETLAND BUFFER
- EXISTING HYDROLOGY
- EXISTING NATURAL RESOURCE DISTRICT
- EXISTING TREES
- EX. 15" SD
- W
- S
- G
- T
- E
- OHW
- EXISTING LIGHTING
- CATV
- FO
- EXISTING CONTOURS
- EXISTING SOIL GROUP DELINEATION
- PROP. 15" SD
- PROPOSED CONTOURS
- LOD
- DF
- INLET PROTECTION
- SCE
- MOUNTABLE BERM
- WASH RACK
- CONCRETE WASHOUT
- EARTH DIKE
- TEMPORARY GABION OUTLET STRUCTURE
- REMOVABLE PUMPING STATION
- GABION INFLOW PROTECTION
- BASIN BAFFLE
- SAME DAY STABILIZATION

COIP COMBINATION AGIP AT GRADE
 SIP-A STANDARD A SIP-B STANDARD B

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GP #22419
 NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL
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EXISTING EROSION & SEDIMENT CONTROL PLAN
 DATE: 04/17/26 DESCRIPTION: 02A-ADD, No.1

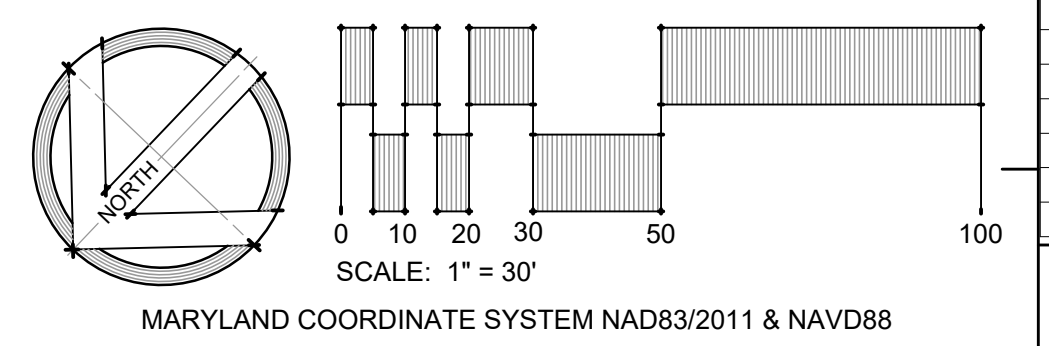
C401
 03/30/26
 BID SET

ENLARGEMENT AREA 3 - SEE SHEET C403

TGOS #1	
DRAINAGE AREA	
EXISTING	1.07 Acres ±
PROPOSED	0.73 Acres ±
STORAGE REQUIRED	
TOTAL	1,925 Ft ² ±
STORAGE PROVIDED	
TOTAL	1,955 Ft ² ±
BOTTOM DIMENSIONS	
	78 x 17
SIDE SLOPES	
	2:1
WEIR LENGTH	
	6 Ft
BOTTOM ELEVATION	
	337.00
WEIR CREST ELEVATION	
	338.25
EMBANKMENT ELEVATION	
	339.00
OUTLET PROTECTION LENGTH	
	10 Ft
OUTLET PROTECTION DEPTH	
	19 In

SEDIMENT BASIN #1	
DRAINAGE AREA	
EXISTING	5.52 Acres ±
PROPOSED	0.46 Acres ±
STORAGE REQUIRED	
TOTAL	19,882 Ft ² ±
WET	9,941 Ft ² ±
DRY	9,941 Ft ² ±
STORAGE PROVIDED	
TOTAL	23,868 Ft ² ±
WET	10,729 Ft ² ±
DRY	13,139 Ft ² ±
BOTTOM DIMENSIONS	
	105 x 52
SIDE SLOPES	
	2:1
RISER DIAMETER	
	4.0 Ft
BARREL DIAMETER	
	2.0 Ft
BOTTOM ELEVATION	
	320.00
CLEANOUT ELEVATION	
	321.00
WET STORAGE ELEVATION	
	322.00
BAFFLE TOP ELEVATION	
	323.00
RISER CREST ELEVATION	
	324.00
EMBANKMENT ELEVATION	
	326.00
TRASH RACK DIAMETER	
	6.0 Ft
TRASH RACK HEIGHT	
	2.4 Ft
OUTLET PROTECTION LENGTH	
	18 Ft
OUTLET PROTECTION DEPTH	
	19 In
STORAGE ZONES	
WET STORAGE	320.00 - 322.00
DRY STORAGE	322.00 - 324.00

SEDIMENT TRAP #1	
TRAP TYPE	
	ST-II
DRAINAGE AREA	
EXISTING	1.59 Acres ±
PROPOSED	4.88 Acres ±
STORAGE REQUIRED	
TOTAL	5,714 Ft ² ±
WET	2,857 Ft ² ±
DRY	2,857 Ft ² ±
STORAGE PROVIDED	
TOTAL	19,307 Ft ² ±
WET	9,928 Ft ² ±
DRY	9,379 Ft ² ±
BOTTOM DIMENSIONS	
	113 x 40
SIDE SLOPES	
	3:1
WEIR LENGTH	
	20 Ft
BOTTOM ELEVATION	
	322.50
CLEANOUT ELEVATION	
	323.13
WET STORAGE ELEVATION	
	323.75
BAFFLE TOP ELEVATION	
	324.25
WEIR CREST ELEVATION	
	324.75
EMBANKMENT ELEVATION	
	326.00
OUTLET PROTECTION LENGTH	
	10 Ft
OUTLET PROTECTION DEPTH	
	19 In
STORAGE ZONES	
WET STORAGE	322.50 - 323.75
DRY STORAGE	323.75 - 324.75



LEGEND

- PROPERTY LINE
- EXISTING TREELINE
- EXISTING BUILDING
- EXISTING WALK
- EXISTING ROAD
- EXISTING CURB
- EXISTING FENCE
- EXISTING GUARDRAIL
- EXISTING SIGN
- EXISTING WETLANDS
- WETLAND BUFFER
- EXISTING HYDROLOGY
- EXISTING NATURAL RESOURCE DISTRICT
- EXISTING TREES
- CRITICAL ROOT ZONE
- EXISTING STORM DRAIN
- EXISTING WATER
- EXISTING SANITARY SEWER
- EXISTING GAS
- EXISTING TELEPHONE
- EXISTING ELECTRIC
- EXISTING OVERHEAD ELECTRIC
- EXISTING LIGHTING
- EXISTING CABLE TV
- EXISTING FIBER OPTIC
- EXISTING CONTOURS
- EXISTING SOIL GROUP DELINEATION
- PROPOSED STORM DRAIN
- PROPOSED CONTOURS
- LOD - LIMIT OF DISTURBANCE
- DF - DIVERSION FENCE
- COIP COMBINATION
- AGIP AT GRADE
- SIP-A STANDARD A
- SIP-B STANDARD B
- STABILIZED CONSTRUCTION ENTRANCE
- MOUNTABLE BERM
- WASH RACK
- CONCRETE WASHOUT
- EARTH DIKE
- TEMPORARY GABION OUTLET STRUCTURE
- REMOVABLE PUMPING STATION
- GABION INFLOW PROTECTION
- BASIN BAFFLE
- SAME DAY STABILIZATION

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GP #22419

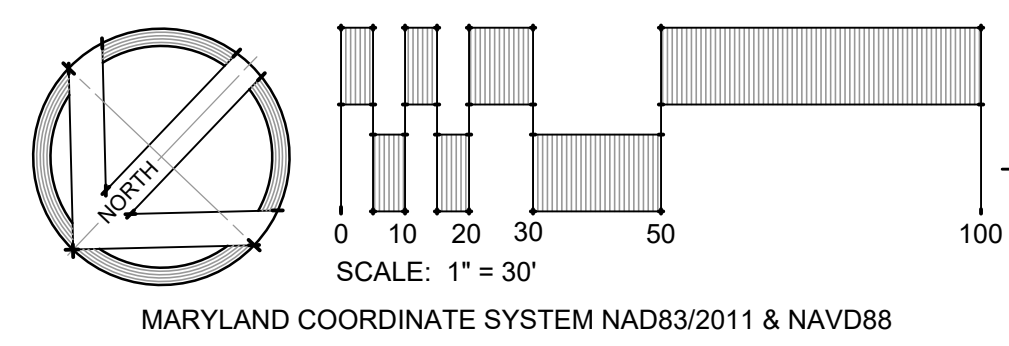
EXISTING EROSION & SEDIMENT CONTROL PLAN
NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL
1605 EVA MAR BOULEVARD, BEL AIR, MD 21015

DATE	DESCRIPTION
04/17/26	02A-ADD. No.1

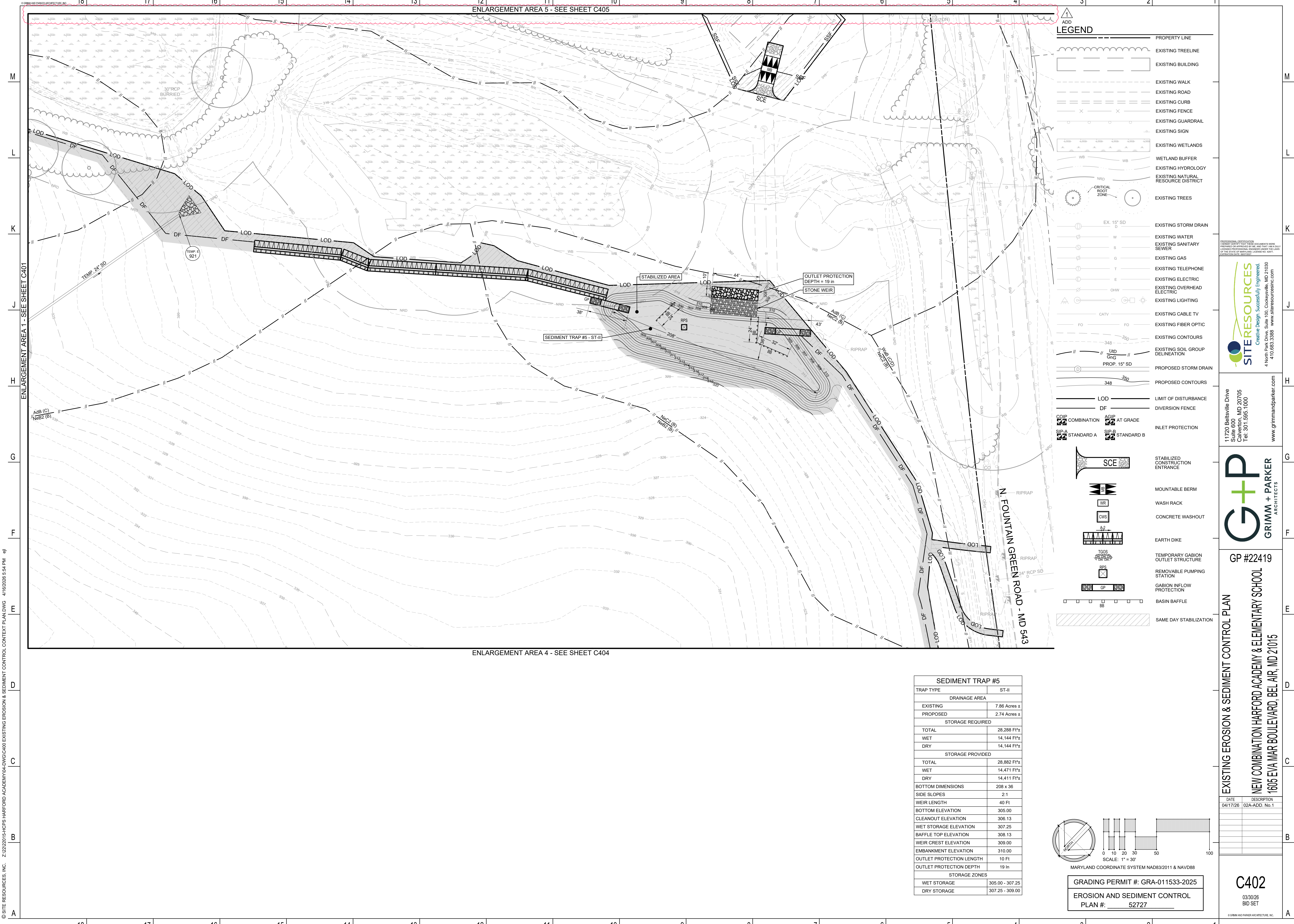
C402
03/30/26
BID SET

SEDIMENT TRAP #5

TRAP TYPE	ST-II
DRAINAGE AREA	
EXISTING	7.86 Acres ±
PROPOSED	2.74 Acres ±
STORAGE REQUIRED	
TOTAL	28,288 Ft ³
WET	14,144 Ft ³
DRY	14,144 Ft ³
STORAGE PROVIDED	
TOTAL	28,882 Ft ³
WET	14,471 Ft ³
DRY	14,411 Ft ³
BOTTOM DIMENSIONS	
	208 x 36
SIDE SLOPES	
	2:1
WEIR LENGTH	
	40 Ft
BOTTOM ELEVATION	
	305.00
CLEANOUT ELEVATION	
	306.13
WET STORAGE ELEVATION	
	307.25
BAFFLE TOP ELEVATION	
	308.13
WEIR CREST ELEVATION	
	309.00
EMBANKMENT ELEVATION	
	310.00
OUTLET PROTECTION LENGTH	
	10 Ft
OUTLET PROTECTION DEPTH	
	19 In
STORAGE ZONES	
WET STORAGE	305.00 - 307.25
DRY STORAGE	307.25 - 309.00

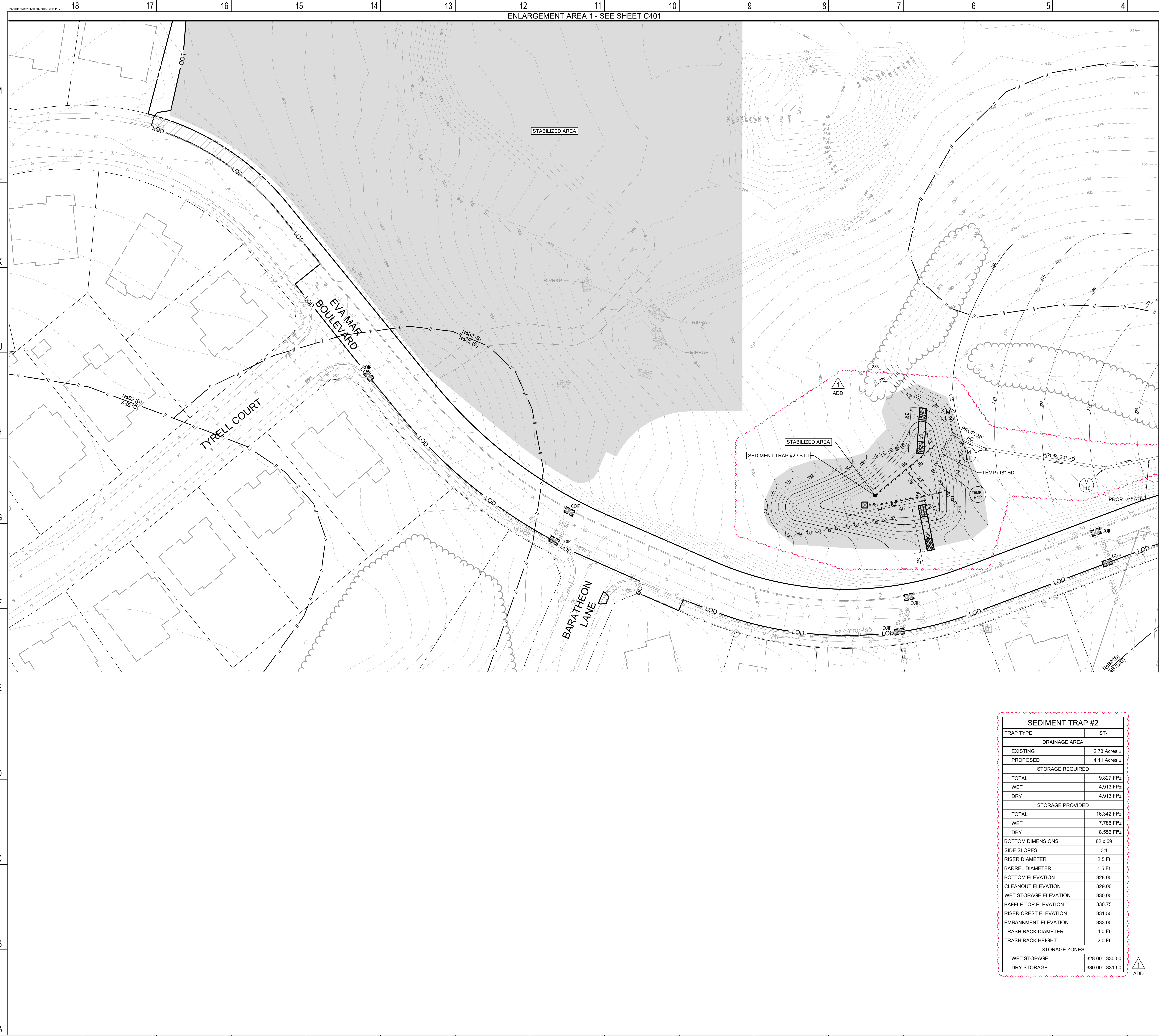


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EROSION AND SEDIMENT CONTROL
PLAN #: 52727



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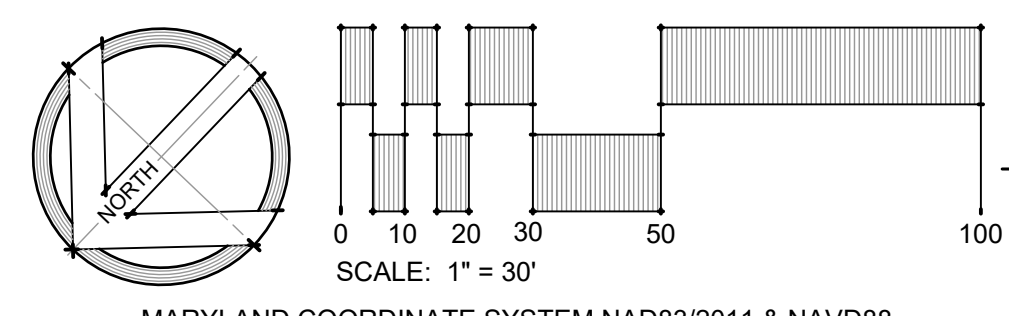
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LEGEND

	PROPERTY LINE
	EXISTING TREELINE
	EXISTING BUILDING
	EXISTING WALK
	EXISTING ROAD
	EXISTING CURB
	EXISTING FENCE
	EXISTING GUARDRAIL
	EXISTING SIGN
	EXISTING WETLANDS
	WETLAND BUFFER
	EXISTING HYDROLOGY
	EXISTING NATURAL RESOURCE DISTRICT
	EXISTING TREES
	EXISTING STORM DRAIN
	EXISTING WATER
	EXISTING SANITARY SEWER
	EXISTING GAS
	EXISTING TELEPHONE
	EXISTING ELECTRIC
	EXISTING OVERHEAD ELECTRIC
	EXISTING LIGHTING
	EXISTING CABLE TV
	EXISTING FIBER OPTIC
	EXISTING CONTOURS
	EXISTING SOIL GROUP DELINEATION
	PROPOSED STORM DRAIN
	PROPOSED CONTOURS
	LIMIT OF DISTURBANCE
	DIVERSION FENCE
	INLET PROTECTION
	STABILIZED CONSTRUCTION ENTRANCE
	MOUNTABLE BERM
	WASH RACK
	CONCRETE WASHOUT
	EARTH DIKE
	TEMPORARY GABION OUTLET STRUCTURE
	REMOVABLE PUMPING STATION
	GABION INFLOW PROTECTION
	BASIN BAFFLE
	SAME DAY STABILIZATION

SEDIMENT TRAP #2	
TRAP TYPE	ST-1
DRAINAGE AREA	
EXISTING	2.73 Acres ±
PROPOSED	4.11 Acres ±
STORAGE REQUIRED	
TOTAL	9,827 Ft ³
WET	4,913 Ft ³
DRY	4,913 Ft ³
STORAGE PROVIDED	
TOTAL	16,342 Ft ³
WET	7,786 Ft ³
DRY	8,556 Ft ³
BOTTOM DIMENSIONS	
SIDE SLOPES	3:1
RISER DIAMETER	2.5 Ft
BARREL DIAMETER	1.5 Ft
BOTTOM ELEVATION	328.00
CLEANOUT ELEVATION	329.00
WET STORAGE ELEVATION	330.00
BAFFLE TOP ELEVATION	330.75
RISER CREST ELEVATION	331.50
EMBANKMENT ELEVATION	333.00
TRASH RACK DIAMETER	4.0 Ft
TRASH RACK HEIGHT	2.0 Ft
STORAGE ZONES	
WET STORAGE	328.00 - 330.00
DRY STORAGE	330.00 - 331.50



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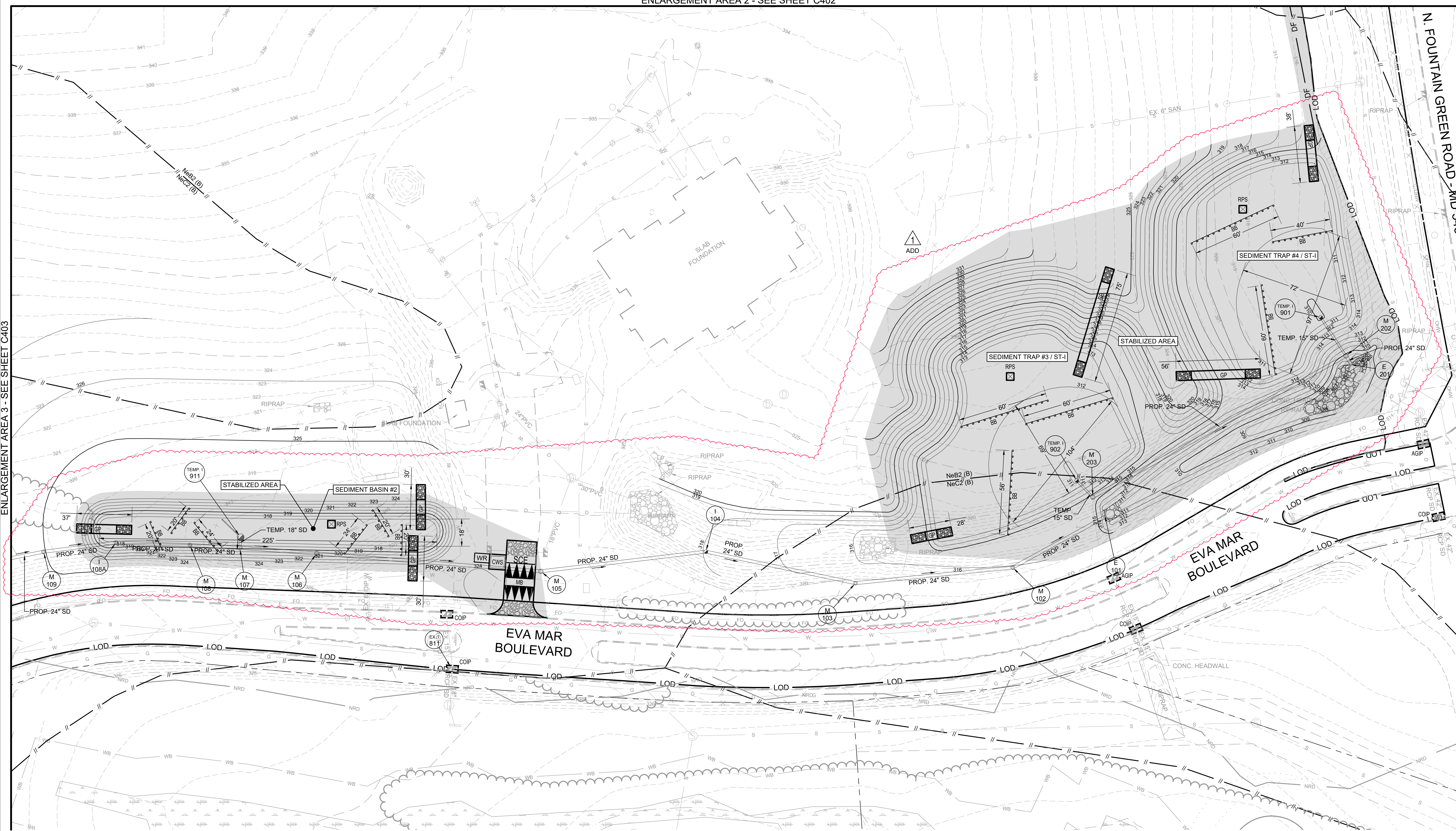
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GP #22419

EXISTING EROSION & SEDIMENT CONTROL PLAN
 NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL
 1605 EVA MAR BOULEVARD, BEL AIR, MD 21015

DATE	DESCRIPTION
04/17/26	02A-ADD. No.1

C403
 03/30/26
 BID SET



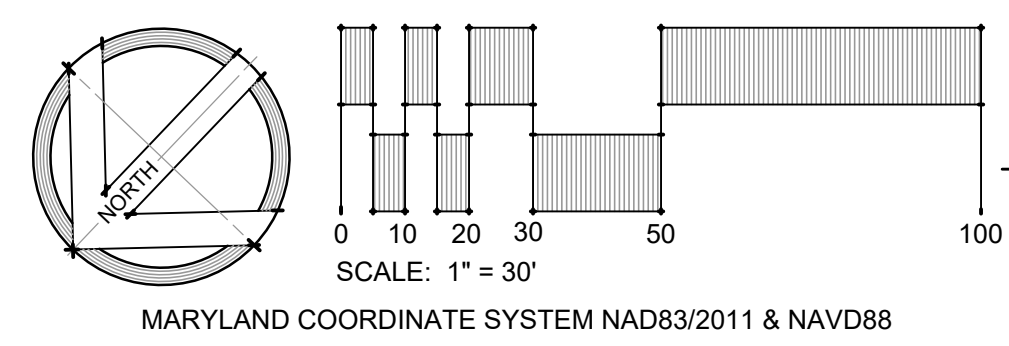
LEGEND

- PROPERTY LINE
- EXISTING TREELINE
- EXISTING BUILDING
- EXISTING WALK
- EXISTING ROAD
- EXISTING CURB
- EXISTING FENCE
- EXISTING GUARDRAIL
- EXISTING SIGN
- EXISTING WETLANDS
- WETLAND BUFFER
- EXISTING HYDROLOGY
- EXISTING NATURAL RESOURCE DISTRICT
- EXISTING TREES
- EX. 15" SD
- W
- S
- G
- T
- E
- OHW
- LIGHTING
- CATV
- FO
- 348, 350
- UND, GHG, PROP. 15" SD
- 348, 350
- 348, 350
- LOD
- DF
- COIP, COMBINATION, AGIP AT GRADE, SIP-A, SIP-B, STANDARD A, STANDARD B
- SCE
- MB
- WR
- CWS
- ED
- TGO
- RPS
- GP
- BB
- Hatched area

SEDIMENT BASIN #2	
DRAINAGE AREA	
EXISTING	5.92 Acres ±
PROPOSED	1.12 Acres ±
STORAGE REQUIRED	
TOTAL	21,312 Ft ² ±
WET	10,656 Ft ² ±
DRY	10,656 Ft ² ±
STORAGE PROVIDED	
TOTAL	22,540 Ft ² ±
WET	10,816 Ft ² ±
DRY	11,724 Ft ² ±
BOTTOM DIMENSIONS	
225 x 18	
SIDE SLOPES	
2:1	
RISER DIAMETER	
4.0 Ft	
BARRER DIAMETER	
2.0 Ft	
BOTTOM ELEVATION	
318.00	
CLEANOUT ELEVATION	
319.13	
WET STORAGE ELEVATION	
320.25	
BAFFLE TOP ELEVATION	
321.13	
RISER CREST ELEVATION	
322.00	
EMBANKMENT ELEVATION	
323.50	
TRASH RACK DIAMETER	
6.0 Ft	
TRASH RACK HEIGHT	
2.4 Ft	
STORAGE ZONES	
WET STORAGE	318.00 - 320.25
DRY STORAGE	320.25 - 322.00

SEDIMENT TRAP #3	
TRAP TYPE	
ST-1	
DRAINAGE AREA	
EXISTING	2.63 Acres ±
PROPOSED	4.24 Acres ±
STORAGE REQUIRED	
TOTAL	9,450 Ft ² ±
WET	4,725 Ft ² ±
DRY	4,725 Ft ² ±
STORAGE PROVIDED	
TOTAL	21,778 Ft ² ±
WET	9,603 Ft ² ±
DRY	12,175 Ft ² ±
BOTTOM DIMENSIONS	
104 x 69	
SIDE SLOPES	
3:1	
RISER DIAMETER	
2.5 Ft	
BARRER DIAMETER	
1.25 Ft	
BOTTOM ELEVATION	
311.00	
CLEANOUT ELEVATION	
311.75	
WET STORAGE ELEVATION	
312.75	
RISER CREST ELEVATION	
313.75	
BAFFLE TOP ELEVATION	
314.38	
EMBANKMENT ELEVATION	
315.00	
TRASH RACK DIAMETER	
4.0 Ft	
TRASH RACK HEIGHT	
2.0 Ft	
STORAGE ZONES	
WET STORAGE	311.00 - 312.75
DRY STORAGE	312.75 - 313.75

SEDIMENT TRAP #4	
TRAP TYPE	
ST-1	
DRAINAGE AREA	
EXISTING	1.51 Acres ±
PROPOSED	3.69 Acres ±
STORAGE REQUIRED	
TOTAL	5,452 Ft ² ±
WET	2,726 Ft ² ±
DRY	2,726 Ft ² ±
STORAGE PROVIDED	
TOTAL	17,917 Ft ² ±
WET	7,889 Ft ² ±
DRY	10,028 Ft ² ±
BOTTOM DIMENSIONS	
97 x 72	
SIDE SLOPES	
3:1	
RISER DIAMETER	
2.5 Ft	
BARRER DIAMETER	
1.25 Ft	
BOTTOM ELEVATION	
310.00	
CLEANOUT ELEVATION	
310.75	
WET STORAGE ELEVATION	
311.75	
RISER CREST ELEVATION	
312.75	
BAFFLE TOP ELEVATION	
313.50	
EMBANKMENT ELEVATION	
314.25	
TRASH RACK DIAMETER	
4.0 Ft	
TRASH RACK HEIGHT	
2.0 Ft	
STORAGE ZONES	
WET STORAGE	310.00 - 311.75
DRY STORAGE	311.75 - 312.75



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 EROSION AND SEDIMENT CONTROL
 PLAN #: 52727

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DATE	DESCRIPTION
04/17/26	02A-ADD. No.1

C404
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STANDARD EROSION AND SEDIMENT CONTROL NOTES

- 1. THE CONTRACTOR SHALL NOTIFY MDE AT (410) 537-3510 SEVEN (7) DAYS BEFORE COMMENCING ANY LAND DISTURBING ACTIVITY AND, UNLESS WAIVED BY MDE, SHALL BE REQUIRED TO HOLD A PRECONSTRUCTION MEETING BETWEEN PROJECT REPRESENTATIVES AND A REPRESENTATIVE OF MDE.
2. THE CONTRACTOR SHALL NOTIFY MDE IN WRITING AND BY TELEPHONE AT THE FOLLOWING POINTS:
A. THE REQUIRED PRE-CONSTRUCTION MEETING.
B. FOLLOWING INSTALLATION OF SEDIMENT CONTROL MEASURES.
C. DURING THE INSTALLATION OF SEDIMENT BASINS (TO BE CONVERTED INTO PERMANENT STORMWATER MANAGEMENT STRUCTURES) AT THE REQUIRED INSPECTION POINTS (SEE INSPECTION CHECKLIST ON PLAN). NOTIFICATION ON PRIOR TO COMMENCING CONSTRUCTION OF EACH STEP IS MANDATORY.
D. PRIOR TO REMOVAL OR MODIFICATION OF ANY SEDIMENT CONTROL STRUCTURE(S).
E. PRIOR TO REMOVAL OF ALL SEDIMENT CONTROL DEVICES.
F. PRIOR TO FINAL ACCEPTANCE.
3. THE PLAN APPROVAL LETTER, APPROVED EROSION AND SEDIMENT CONTROL PLANS, DAILY LOG BOOKS, AND TEST REPORTS SHALL BE AVAILABLE AT THE SITE FOR INSPECTION BY DULY AUTHORIZED OFFICIALS OF MDE AND THE AGENCY RESPONSIBLE FOR THE PROJECT.
4. THE CONTRACTOR SHALL CONSTRUCT ALL EROSION AND SEDIMENT CONTROL MEASURES PER THE APPROVED PLAN AND CONSTRUCTION SEQUENCE AND SHALL HAVE THEM INSPECTED AND APPROVED BY THE MDE INSPECTOR PRIOR TO BEGINNING ANY OTHER LAND DISTURBANCES. MINOR SEDIMENT CONTROL DEVICE LOCATION ADJUSTMENTS MAY BE MADE IN THE FIELD WITH THE APPROVAL OF THE MDE INSPECTOR. THE CONTRACTOR SHALL ENSURE THAT ALL RUNOFF FROM DISTURBED AREAS IS DIRECTED TO THE SEDIMENT CONTROL DEVICES AND SHALL NOT REMOVE ANY EROSION OR SEDIMENT CONTROL MEASURE WITHOUT PRIOR PERMISSION FROM MDE INSPECTOR. THE CONTRACTOR SHALL OBTAIN PRIOR AGENCY AND MDE APPROVAL FOR MODIFICATIONS TO THE EROSION AND SEDIMENT CONTROL PLAN AND/OR SEQUENCE OF CONSTRUCTION.
5. THE MDE INSPECTOR HAS THE OPTION OF REQUIRING ADDITIONAL SAFETY OR SEDIMENT CONTROL MEASURES, IF DEEMED NECESSARY.
6. THE CONTRACTOR SHALL PROTECT ALL POINTS OF CONSTRUCTION INGRESS AND EGRESS TO PREVENT THE DEPOSITION OF MATERIALS ONTO PUBLIC ROADS. ALL MATERIALS DEPOSITED ONTO PUBLIC ROADS SHALL BE REMOVED IMMEDIATELY.
7. THE CONTRACTOR SHALL INSPECT DAILY AND MAINTAIN CONTINUOUSLY IN AN EFFECTIVE OPERATING CONDITION ALL EROSION AND SEDIMENT CONTROL MEASURES UNTIL SUCH TIME AS THEY ARE REMOVED WITH PRIOR PERMISSION FROM THE MDE INSPECTOR.
8. EROSION AND SEDIMENT CONTROL FOR UTILITY CONSTRUCTION SHALL BE PROVIDED IN ACCORDANCE WITH APPROVED PLAN UTIL CONSTRUCTION AREAS WITHIN THE DELINEATED LIMIT OF DISTURBANCE. CALL "MISS UTILITY" AT 1-800-257-7777 48 HOURS PRIOR TO THE START OF WORK. WHEN SAME DAY STABILIZATION IS APPROVED:
A. EXCAVATED TRENCH MATERIAL SHALL BE PLACED ON THE HIGH SIDE OF THE TRENCH.
B. TRENCHES FOR UTILITY INSTALLATION SHALL BE BACKFILLED, COMPACTED, AND STABILIZED AT THE END OF EACH WORKING DAY. NO MORE TRENCH SHALL BE OPENED THAN CAN BE COMPLETED THE SAME DAY.
9. ALL WATER REMOVED FROM EXCAVATED AREAS SHALL BE PASSED THROUGH AN MDE APPROVED DEWATERING PUMP OR PUMP TO A SEDIMENT TRAP OR BASIN PRIOR TO DISCHARGE TO A FUNCTIONAL STORM DRAIN SYSTEM OR TO STABLE GROUND SURFACE.
10. CONCRETE WASHOUT STRUCTURES SHALL BE USED WHEN CONCRETE TRUCKS, DRUMS, PUMPS, CHUTES, OR OTHER EQUIPMENT IS RINSED OR CLEANED ON-SITE.
11. CONSTRUCTION ACTIVITIES PRODUCING DUST SHALL IMPLEMENT CONTROL MEASURES TO AVOID THE SUSPENSION OF DUST PARTICLES AND/OR PREVENT DUST FROM BLOWING OFF-SITE OR TO AREAS WITHOUT TREATMENT.
12. FOLLOWING INITIAL SOIL DISTURBANCE OR RE-DISTURBANCE, PERMANENT OR TEMPORARY STABILIZATION SHALL BE COMPLETED WITHIN:
A. THREE (3) CALENDAR DAYS AS TO THE SURFACE OF ALL PERIMETER CONTROLS, DIKES, SWALES, DITCHES, PERIMETER SLOPES, AND ALL SLOPES STEEPER THAN 3 HORIZONTAL TO 1 VERTICAL (3:1); AND
B. SEVEN (7) CALENDAR DAYS AS TO ALL OTHER DISTURBED OR GRADED AREAS ON THE PROJECT SITE NOT UNDER ACTIVE GRADING.
13. VEGETATIVE STABILIZATION SHALL BE PERFORMED IN ACCORDANCE WITH THE 2011 MARYLAND STANDARDS AND SPECIFICATIONS FOR SOIL EROSION AND SEDIMENT CONTROL. REFER TO APPROPRIATE SPECIFICATIONS FOR TEMPORARY SEEDING, PERMANENT SEEDING, MULCHING, SODDING, AND GROUND COVERS.
14. WHEN SEEDING, ALL DISTURBED AREAS WITH SLOPES FLATTER THAN 2:1 SHALL BE STABILIZED WITH 4 INCHES OF TOPSOIL, SEED, AND MULCH. ALL DISTURBED AREAS WITH SLOPES 2:1 OR STEEPER SHALL BE STABILIZED WITH MATTING OVER 2 INCHES OF TOPSOIL AND SEED.
15. ALL SEDIMENT BASINS, TRAP EMBANKMENTS AND SLOPES, PERIMETER DIKES, SWALES AND ALL DISTURBED SLOPES STEEPER OR EQUAL TO 3:1 SHALL BE STABILIZED WITH SEED AND ANCHORED STRAW MULCH, SOD, OR OTHER APPROVED STABILIZATION MEASURES, AS SOON AS POSSIBLE BUT NO LATER THAN THREE (3) CALENDAR DAYS AFTER ESTABLISHMENT. ALL AREAS DISTURBED OUTSIDE OF THE PERIMETER SEDIMENT CONTROL SYSTEM SHALL BE MINIMIZED. MAINTENANCE SHALL BE PERFORMED AS NECESSARY TO ENSURE CONTINUED STABILIZATION.
16. PERMANENT SWALES OR OTHER POINTS OF CONCENTRATED WATER FLOW SHALL BE STABILIZED WITH SEED AND AN APPROVED EROSION CONTROL MATTING, SOD, RIP-RAP, OR OTHER APPROVED STABILIZATION MEASURES.
17. FOR STOCKPILE SLOPES STEEPER THAN 3 HORIZONTAL TO 1 VERTICAL (3:1), THE CONTRACTOR SHALL APPLY SEED AND ANCHORED STRAW MULCH TO CH. SOD, OR OTHER APPROVED STABILIZATION MEASURES TO THE FACE OF THE STOCKPILE WITHIN THREE (3) CALENDAR DAYS OF ACTIVITY HAVING CEASED ON THE RESPECTIVE FACE. FOR SLOPES 3:1 OR FLATTER, THE CONTRACTOR SHALL APPLY STABILIZATION MEASURES TO THE FACE OF THE STOCKPILE WITHIN SEVEN (7) CALENDAR DAYS OF ACTIVITY HAVING CEASED ON THE RESPECTIVE FACE. MAINTENANCE SHALL BE PERFORMED AS NECESSARY TO ENSURE CONTINUED STABILIZATION.
18. FOR FINISHED GRADING, THE CONTRACTOR SHALL PROVIDE ADEQUATE GRADIENTS TO PREVENT WATER FROM PONDING FOR MORE THAN FOUR (4) HOURS AFTER THE END OF A RAINFALL EVENT. DRAINAGE COURSES AND SWALE FLOW AREAS MAY TAKE AS LONG AS FORTY-EIGHT (48) HOURS AFTER THE END OF A RAINFALL EVENT TO DRAIN. AREAS DESIGNED TO HAVE STANDING WATER SHALL NOT BE REQUIRED TO MEET THIS REQUIREMENT.
19. WHERE DEEMED APPROPRIATE BY THE ENGINEER OR INSPECTOR, SEDIMENT BASINS AND TRAPS MAY NEED TO BE SURROUNDED WITH AN APPROVED SAFETY FENCE. THE FENCE MUST CONFORM TO LOCAL ORDINANCES AND REGULATIONS. THE DEVELOPER OR OWNER SHALL CHECK WITH LOCAL BUILDING OFFICIALS ON APPLICABLE SAFETY REQUIREMENTS. WHERE SAFETY FENCE IS DEEMED APPROPRIATE AND LOCAL ORDINANCES DO NOT SPECIFY FENCING SIZES AND TYPES, THE FOLLOWING SHALL BE USED AS A MINIMUM STANDARD. THE SAFETY FENCE SHALL BE MADE OF WELDED WIRE AND AT LEAST 42 INCHES HIGH, HAVE POSTS SPACED NO FARTHER APART THAN 8 FEET, HAVE MESH OPENINGS NO GREATER THAN 2 INCHES IN WIDTH AND 4 INCHES IN HEIGHT WITH A MINIMUM OF 14 GAUGE WIRE. SAFETY FENCE SHALL BE MAINTAINED AND IN GOOD CONDITION AT ALL TIMES.
20. ALL SEDIMENT TRAP DEPTH DIMENSIONS ARE RELATIVE TO THE OUTLET ELEVATION. ALL TRAPS SHALL HAVE A STABLE OUTFALL. ALL TRAPS AND BASINS SHALL HAVE STABLE INFLOW POINTS.
21. SEDIMENT SHALL BE REMOVED AND THE TRAP OR BASIN RESTORED TO ITS ORIGINAL DIMENSIONS WHEN THE SEDIMENT HAS ACCUMULATED TO ONE-QUARTER OF THE TOTAL DEPTH OF THE TRAP OR BASIN. TOTAL DEPTH SHALL BE MEASURED FROM THE TRAP OR BASIN BOTTOM TO THE CREST OF THE OUTLET.
22. SEDIMENT REMOVED FROM TRAPS (AND BASINS) SHALL BE PLACED AND STABILIZED IN APPROVED AREAS, BUT NOT WITHIN A FLOODPLAIN, WETLAND OR TREE-SAVE AREA. WHEN PUMPING SEDIMENT LADEN WATER, THE DISCHARGE SHALL BE DIRECTED TO AN MDE APPROVED SEDIMENT TRAPPING DEVICE PRIOR TO RELEASE FROM THE SITE. A SUMP PIT MAY BE USED IF SEDIMENT TRAPS THEMSELVES ARE BEING PUMPED OUT.
23. PRIOR TO REMOVAL OF SEDIMENT CONTROL MEASURES, THE CONTRACTOR SHALL STABILIZE AND HAVE ESTABLISHED PERMANENT STABILIZATION FOR ALL CONTRIBUTORY DISTURBED AREAS USING SOD OR AN APPROVED PERMANENT SEED MIXTURE WITH REQUIRED SOIL AMENDMENTS AND AN APPROVED ANCHORED MULCH. WOOD FIBER MULCH MAY ONLY BE USED IN SEEDING SEASON WHERE THE SLOPE DOES NOT EXCEED 10% AND GRADING HAS BEEN DONE TO PROMOTE SHEET FLOW DRAINAGE. AREAS BROUGHT TO FINISHED GRADE DURING THE SEEDING SEASON SHALL BE PERMANENTLY STABILIZED AS SOON AS POSSIBLE, BUT NOT LATER THAN THREE (3) CALENDAR DAYS AFTER ESTABLISHMENT FOR SLOPES STEEPER THAN 3 HORIZONTAL TO 1 VERTICAL (3:1) AND SEVEN (7) CALENDAR DAYS FOR FLATTER SLOPES. WHEN PROPERTY IS BROUGHT TO FINISHED GRADE DURING THE MONTHS OF NOVEMBER THROUGH FEBRUARY, AND PERMANENT STABILIZATION IS FOUND TO BE IMPRACTICAL, TEMPORARY SEED AND ANCHORED STRAW MULCH SHALL BE APPLIED TO DISTURBED AREAS. THE FINAL PERMANENT STABILIZATION OF SUCH PROPERTY SHALL BE APPLIED BY MARCH 15 OR EARLIER IF GROUND AND WEATHER CONDITIONS ALLOW.
24. TEMPORARY SEDIMENT CONTROL DEVICES SHALL BE REMOVED WITH PERMISSION OF THE MDE INSPECTOR WITHIN THIRTY (30) CALENDAR DAYS FOLLOWING ESTABLISHMENT OF PERMANENT STABILIZATION IN ALL CONTRIBUTORY DRAINAGE AREAS. UPON REMOVAL OF SEDIMENT CONTROL DEVICES, THE AREA DISTURBED BY REMOVAL SHALL BE STABILIZED WITH TOPSOIL, SEED, AND MULCH, OR AS SPECIFIED, WITHIN 24 HOURS OF SAID REMOVAL. STORMWATER MANAGEMENT STRUCTURES USED TEMPORARILY FOR SEDIMENT CONTROL SHALL BE CONVERTED TO THE PERMANENT CONFIGURATION WITHIN THIS TIME PERIOD AS WELL.
25. OFF-SITE SPOIL OR BORROW AREAS ON STATE OR FEDERAL PROPERTY SHALL HAVE PRIOR APPROVAL BY MDE AND OTHER APPLICABLE STATE, FEDERAL, AND LOCAL AGENCIES; OTHERWISE APPROVAL SHALL BE GRANTED BY THE LOCAL AUTHORITIES. ALL WASTE AND BORROW AREAS OFF-SITE SHALL BE PROTECTED BY SEDIMENT CONTROL MEASURES AND STABILIZED.
26. SITE INFORMATION:
A. AREA DISTURBED 32.26 ACRES
B. TOTAL CUT 108,000 CUBIC YARDS
C. TOTAL FILL 101,800 CUBIC YARDS
D. OFF-SITE WASTE / BORROW AREA LOCATION
*TO THE EXTENT THAT QUANTITIES MAY BE LISTED ON THESE PLANS, THEY ARE FOR PERMITTING PURPOSES ONLY AND NOT FOR BIDDING PURPOSES. CONTRACTOR SHALL FORM HIS OWN CONCLUSIONS ABOUT THE QUANTITIES OF ALL MATERIALS AND OPERATIONS NECESSARY TO COMPLETE THE PROJECT.
27. IF CONSTRUCTION SHOULD HALT FOR MORE THAN 7 DAYS, THE CONTRACTOR SHALL FILL IN ANY EXCAVATED AREAS AND PROVIDE PERMANENT STABILIZATION IN ACCORDANCE WITH THE PERMANENT STABILIZATION STANDARDS AND SPECIFICATIONS PROVIDED ON THESE PLANS.

HARFORD COUNTY SEDIMENT CONTROL NOTES

- 1. A GRADING UNIT OF 20 ACRES IS THE MAXIMUM CONTIGUOUS AREA ALLOWED TO BE GRADED AT A GIVEN TIME.
2. A PROJECT IS TO BE SEQUENCED SO THAT GRADING ACTIVITIES BEGIN ON ONE GRADING UNIT AT A TIME. WORK MAY PROCEED TO A SUBSEQUENT GRADING UNIT WHEN AT LEAST 50 PERCENT OF THE DISTURBED AREA IN THE PROCEEDING GRADING UNIT HAS BEEN STABILIZED AND APPROVED BY DPW. NO MORE THAN THIRTY ACRES CUMULATIVELY MAY BE DISTURBED AT ANY GIVEN TIME.
3. THE CONTRACTOR/OWNER IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS. FURTHER, NO CONSTRUCTION ACTIVITY SHALL TAKE PLACE UNTIL ALL REQUIRED PERMITS HAVE BEEN OBTAINED.
4. THE LIMITS OF DISTURBANCE SHALL BE CLEARLY DELINEATED IN THE FIELD PRIOR TO GRADING OF THE SITE TO ENSURE COMPLIANCE WITH APPROVED PLANS. ALL FOREST RETENTION AREAS WILL BE DELINEATED WITH BLAZE ORANGE FENCE AS WELL AS ANY SWM INFILTRATION PRACTICE PRIOR TO ANY CLEARING. WORK BEYOND THE LIMITS OF DISTURBANCE AND IN ANY AREA INSIDE THE FOREST RETENTION AND SWM INFILTRATION AREA IS CONSIDERED TO BE A VIOLATION OF THIS PLAN.
5. ALL SEDIMENT CONTROL PRACTICES MUST BE INSTALLED PRIOR TO ANY CONSTRUCTION ACTIVITY. UPON COMPLETION OF THE INSTALLATION OF PERIMETER SEDIMENT CONTROL PRACTICES THE SITE MUST BE INSPECTED BY THE DEPARTMENT OF PUBLIC WORKS (DPW). NO ADDITIONAL CONSTRUCTION ACTIVITY WILL BE AUTHORIZED WITHOUT THE APPROVAL FROM DPW.
6. ALL POINTS OF INGRESS AND EGRESS SHALL BE PROTECTED TO PREVENT TRACKING OF MUD INTO PUBLIC WAYS. DURING CONSTRUCTION, EVERY MEANS WILL BE TAKEN TO CONTROL SOIL EROSION AND SILTATION. IF NECESSARY A WASH RACK MAY NEED TO BE ESTABLISHED.
7. EARTH DIKES, SEDIMENT TRAPS, ETC. WILL BE LOCATED AS SHOWN ON THESE DRAWINGS. FIELD CHANGES AND MINOR ADJUSTMENTS ARE PERMISSIBLE AS LONG AS THE INSTALLATION FUNCTIONS AND CONFORMS TO SPECIFICATIONS. THE SITE INSPECTOR PRIOR TO INSTALLATION MUST APPROVE ALL SUCH CHANGES. MAJOR CHANGES TO THE APPROVED PLAN WILL REQUIRE RE-APPROVAL BY THE HARFORD SOIL CONSERVATION DISTRICT.
8. FOLLOWING INITIAL SOIL DISTURBANCE OR RE-DISTURBANCE PERMANENT OR TEMPORARY STABILIZATION SHALL BE COMPLETED WITHIN:
A) THREE CALENDAR DAYS ON SLOPES GREATER THAN 3:1, ALL WATERWAYS AND TO THE SURFACE OF ALL PERIMETER CONTROLS.
B) SEVEN CALENDAR DAYS AS TO ALL OTHER DISTURBED OR GRADED AREAS OF THE PROJECT SITE.
9. DUST CONTROL MUST BE MANAGED AS PART OF ALL SEDIMENT CONTROL PLANS. FAILURE TO DO SO IS A VIOLATION OF THIS PLAN.
10. SEDIMENT BASINS MUST BE BUILT TO DESIGN SPECIFICATIONS SHOWN ON THE PLAN. IF THE BASIN IS TO BE USED AS A FUTURE SWM FACILITY, THE BASIN WILL BE BUILT IN ACCORDANCE WITH THE LATEST MD-378 STANDARDS AND SPECIFICATIONS. SPECIFIED MATERIALS MUST BE USED. NO CHANGES OR MODIFICATIONS WILL BE MADE WITHOUT WRITTEN AUTHORIZATION OF THE HARFORD SOIL CONSERVATION DISTRICT.
11. TEMPORARY FENCING SHALL BE PLACED AROUND ALL SEDIMENT BASINS, TRAPS, AND PONDS DURING CONSTRUCTION AND SITE GRADING.
12. AT THE END OF EACH WORKING DAY ALL SEDIMENT CONTROL PRACTICES WILL BE INSPECTED AND LEFT OPERATIONAL. A WEEKLY LOG WILL BE KEPT IN ACCORDANCE WITH NIMPPDES REGULATIONS. A COPY OF THE APPROVED SEDIMENT CONTROL PLANS SHALL BE AVAILABLE AT THE SITE AT ALL TIMES.
13. ENSURE POSITIVE DRAINAGE TO ALL ROAD INLETS DURING ALL PHASES OF ROAD CONSTRUCTION TO ENSURE POSITIVE FLOW TO TRAPS AND OR BASINS.
14. CUT AND/OR FILL SHALL BE DONE IN CONFORMANCE WITH 2011 EROSION AND SEDIMENT CONTROL STANDARDS AND SPECIFICATIONS FOR LAND GRADING.
15. SURFACE FLOWS OVER CUT AND FILL SLOPES SHALL BE CONTROLLED BY EITHER REDIRECTING FLOWS FROM TRAVERSING THE SLOPE OR BY INSTALLING MECHANICAL DEVICES TO SAFELY CONVEY WATER DOWN SLOPES WITHOUT CAUSING EROSION.
16. OFF-SITE WASTE OR BORROW AREAS SHALL HAVE AN APPROVED EROSION AND SEDIMENT CONTROL PLAN PRIOR TO THE IMPORT OR EXPORT OF MATERIAL TO/FROM THE PROJECT SITE.
17. ALL MATERIAL ORIGINATING FROM THE DEVELOPMENT OF THE PROPERTY AND DEPOSITED ON THE PUBLIC RIGHT-OF-WAY SHALL BE IMMEDIATELY REMOVED.
18. STORM DRAIN INLETS AND OUTLETS SHALL BE PROTECTED PER 2011 EROSION AND SEDIMENT CONTROL STANDARDS AND SPECIFICATIONS.
19. TOPSOIL, TIMING, FERTILIZING, SEEDING, MULCHING, SOD, ETC. ARE ALL ESSENTIAL PARTS OF THE SEDIMENT CONTROL PLAN AND MUST BE COMPLETED ALONG WITH ALL OTHER PRACTICES.
20. TRAPS TO BE REMOVED SHALL BE DEWATERED AS PER THE 2011 EROSION AND SEDIMENT CONTROL STANDARDS AND SPECIFICATIONS.
21. PRIOR TO REMOVAL OF TRAPS OR CONVERSION OF SEDIMENT BASINS TO SWM FACILITIES, THE STORM DRAINS WILL BE FLUSHED.
22. SEDIMENT CONTROL PRACTICES WILL BE MAINTAINED UNTIL ALL DISTURBED AREAS FOR WHICH THE PRACTICES WERE INSTALLED HAVE BEEN STABILIZED. SEDIMENT CONTROL PRACTICES MAY BE REMOVED ONLY WITH THE AUTHORIZATION OF THE DPW INSPECTOR. ALL DISTURBED AREAS RESULTING FROM THE REMOVAL OF SEDIMENT CONTROL DEVICES SHALL BE STABILIZED IMMEDIATELY. REMOVAL PRIOR TO INSPECTOR'S APPROVAL CONSTITUTES A VIOLATION.

DUST CONTROL

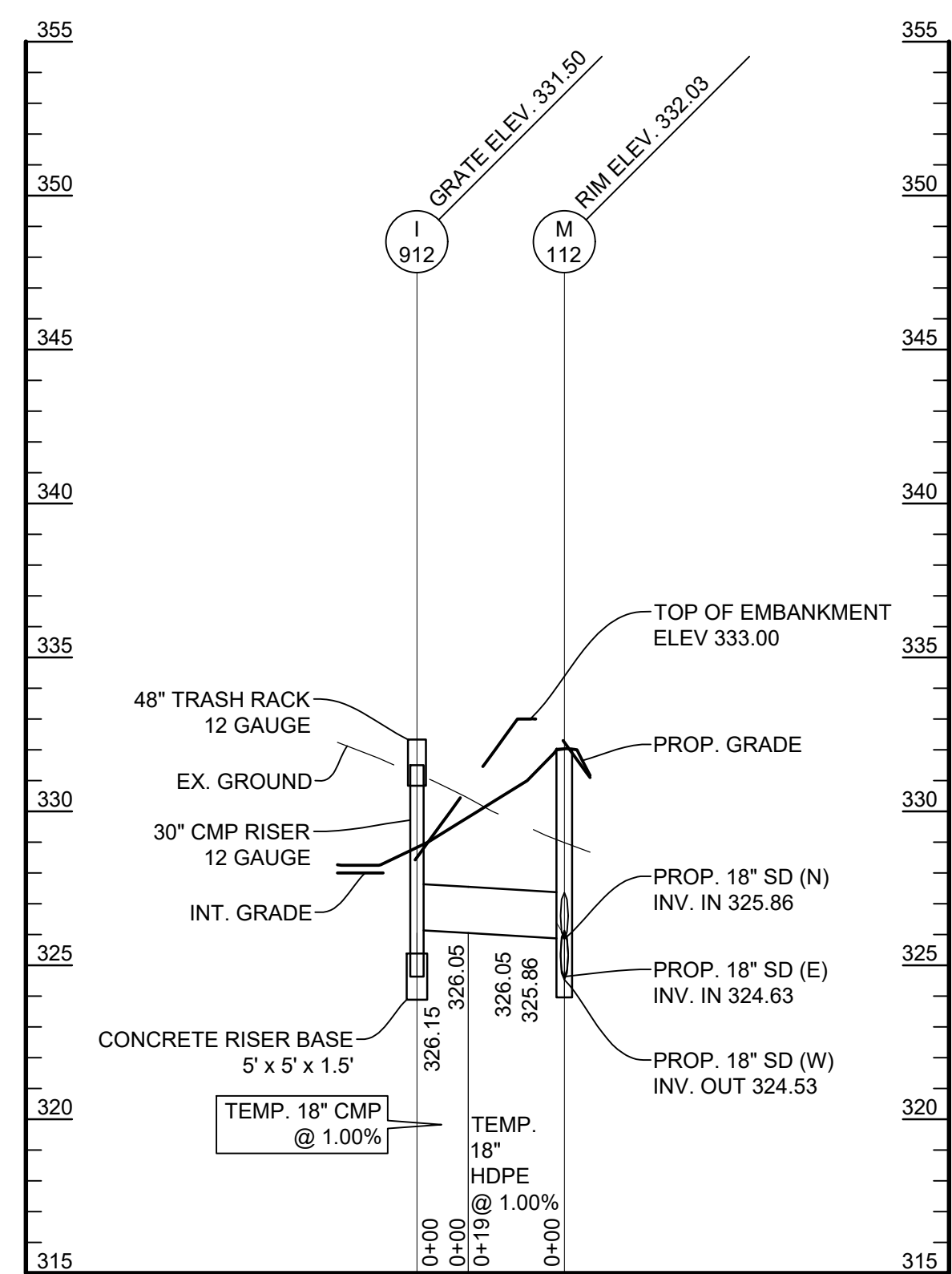
DEFINITION
CONTROLLING DUST BLOWING AND MOVEMENT ON CONSTRUCTION SITES AND ROADS.
PURPOSE
TO PREVENT BLOWING AND MOVEMENT OF DUST FROM EXPOSED SOIL SURFACES, REDUCE ON AND OFF-SITE DAMAGE, HEALTH HAZARDS, AND IMPROVE TRAFFIC SAFETY.
CONDITIONS WHERE PRACTICES APPLIES
THE PRACTICE IS APPLICABLE TO AREAS SUBJECT TO DUST BLOWING AND MOVEMENT WHERE ON AND OFF-SITE DAMAGE IS LIKELY WITHOUT TREATMENT.
SPECIFICATIONS:
TEMPORARY METHODS
1. MULCHES - SEE STANDARDS FOR VEGETATIVE STABILIZATION WITH MULCHES ONLY. MULCH SHOULD BE CRIMPED OR TACKED TO PREVENT BLOWING.
2. VEGETATIVE COVER - SEE STANDARDS FOR TEMPORARY VEGETATIVE COVER.
3. TILLAGE - TO ROUGHEN SURFACE AND BRING CLODS TO THE SURFACE. THIS IS AN EMERGENCY MEASURE WHICH SHOULD BE USED BEFORE SOIL BLOWING STARTS. BEGIN PLOWING ON WINDWARD SIDE OF SITE. CHISEL-TYPE PLOWS SPACED ABOUT 12' APART, SPRING-TOOTHED HARROWS, AND SIMILAR FLOWS ARE EXAMPLES OF EQUIPMENT WHICH MAY PRODUCE THE DESIRED EFFECT.
4. IRRIGATION - THIS IS GENERALLY DONE AS AN EMERGENCY TREATMENT. SITE IS SPRINKLED WITH WATER UNTIL THE SURFACE IS MOIST. REPEAT AS NEEDED. AT NO TIME SHOULD THE SITE BE IRRIGATED TO THE POINT THAT RUNOFF BEGINS TO FLOW.
5. BARRIERS - SOLID BOARD FENCES, SILT FENCES, SNOW FENCES, BURLAP FENCES, STRAW BALES, AND SIMILAR MATERIAL CAN BE USED TO CONTROL AIR CURRENTS AND SOIL BLOWING. BARRIERS PLACED AT RIGHT ANGLES TO PREVAILING CURRENTS AT INTERVALS OF ABOUT 10 TIMES THEIR HEIGHT ARE EFFECTIVE IN CONTROLLING SOIL BLOWING.
6. CALCIUM CHLORIDE - APPLY AT RATES THAT WILL KEEP SURFACE MOIST. MAY NEED RETREATMENT.
PERMANENT METHODS
1. PERMANENT VEGETATION - SEE STANDARDS FOR PERMANENT VEGETATIVE COVER, AND PERMANENT STABILIZATION WITH SOD. EXISTING TREES OR LARGE SHRUBS MAY AFFORD VALUABLE PROTECTION IF LEFT IN PLACE.
2. TOPSOILING - COVERING WITH LESS EROSION SOIL MATERIALS. SEE STANDARDS FOR TOPSOILING.
3. STONE - COVER SURFACE WITH CRUSHED STONE OR COARSE GRAVEL.

SEQUENCE OF CONSTRUCTION

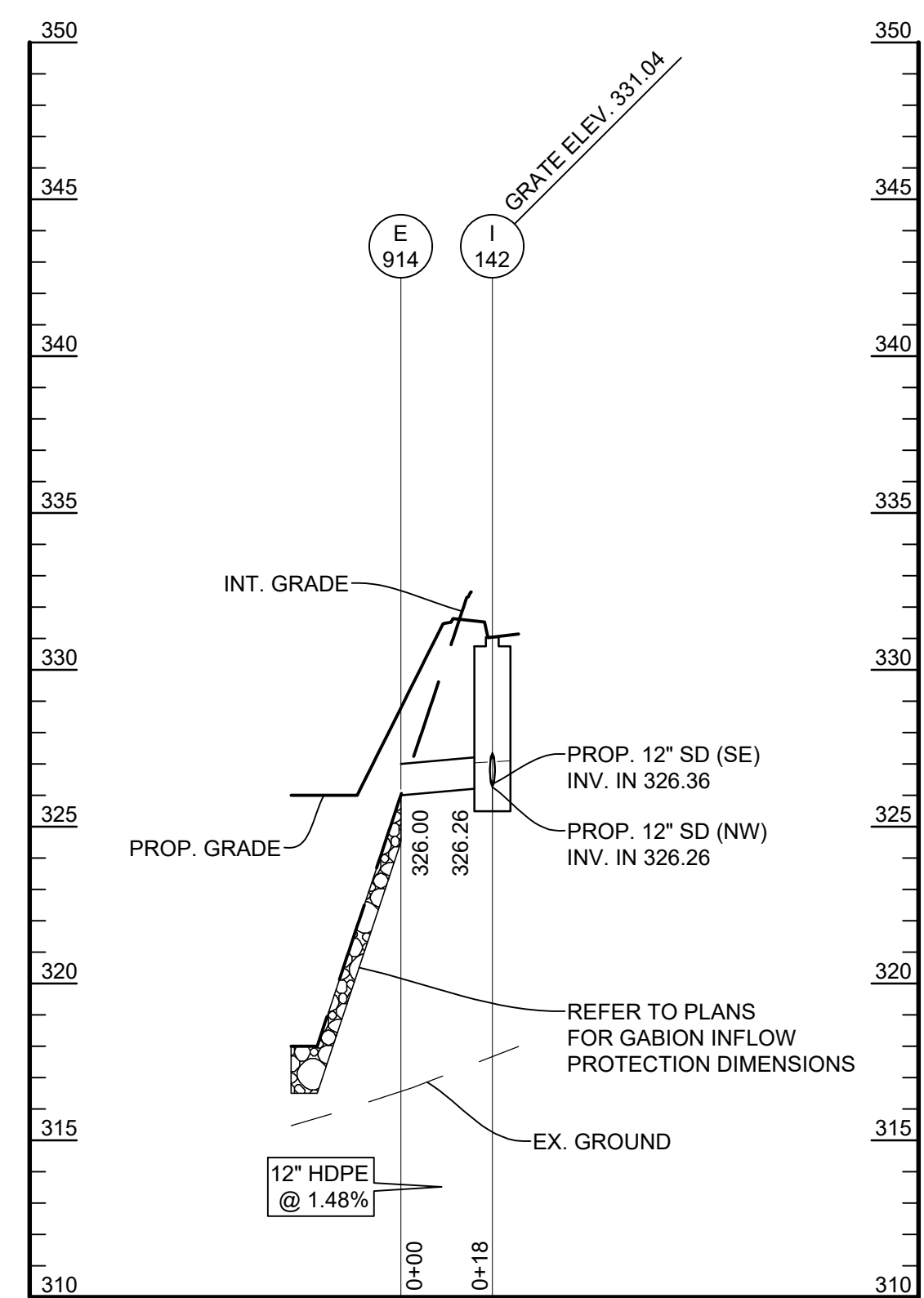
- 1. FOLLOWING RECEIPT OF THE GRADING PERMIT, CONTRACTOR SHALL NOTIFY HARFORD COUNTY DEPARTMENT OF PUBLIC WORKS SEDIMENT CONTROL INSPECTOR (PHONE: 410-638-3127 EXT. 2434) AT LEAST 48 HOURS BEFORE START OF WORK.
2. CONTACT REPRESENTATIVES OF UTILITY OWNERS AND MISS UTILITY AT 1-800-257-7777 AT LEAST THREE (3) DAYS IN ADVANCE OF STARTING WORK SHOWN ON PLANS. ALL UTILITIES TO BE ABANDONED SHALL BE "OFF-LINE" PRIOR TO THE START OF ANY DEMOLITION.
3. BEFORE PERFORMING ANY WORK, CONTRACTOR SHALL INSTALL TEMPORARY CONSTRUCTION FENCING AROUND ALL ACTIVE WORK AREAS TO RESTRICT ACCESS TO CONSTRUCTION OPERATIONS. ALL WALKS, PAVES, CURBS, ETC. OR ANY OTHER STRUCTURE OR STRUCTURE DAMAGED DURING CONSTRUCTION, NOT SCHEDULED FOR DEMOLITION, SHALL BE REPLACED IN KIND BY THE CONTRACTOR.
4. CLEAR AND GRUB MINIMUM AREA REQUIRED FOR INSTALLATION OF PERIMETER EXISTING EROSION AND SEDIMENT CONTROL MEASURES. UTILIZING THE METHOD OF SAME DAY STABILIZATION AND CONSTRUCTING DURING A THREE (3) DAY NOAA DRY WEATHER FORECAST. INSTALL STABILIZED CONSTRUCTION ENTRANCES, INLET PROTECTION, DIVERSION FENCE, SEDIMENT TRAPS, SEDIMENT BASINS, AND OTHER EXISTING SEDIMENT CONTROLS SHOWN ON THE APPROVED EXISTING ESC PLANS. INSTALL STORM DRAIN DOWNSTREAM TO UPSTREAM FROM E-101 TO TEMP. I-812 AND ASSOCIATED GABION INFLOW PROTECTION, M-106 TO TEMP. I-811, E-201 TO TEMP. I-802 AND ASSOCIATED GABION INFLOW PROTECTION, M-202 TO TEMP. I-801, & TEMP. E-821 TO TEMP. I-822 AND ASSOCIATED ROCK OUTLET PROTECTION. IF EXISTING INLETS WILL BE REMOVED PRIOR TO RECEIVING SEDIMENT LADEN RUNOFF, INLET PROTECTION IS NOT NEEDED FOR THOSE SELECT INLETS. CONTRACTOR SHALL ENSURE POSITIVE DRAINAGE AWAY FROM ALL BUILDINGS ON-SITE THROUGHOUT THE PROJECT. DEMOLISH NECESSARY EXISTING PAVEMENT AND UTILITIES IN ORDER TO INSTALL SEDIMENT TRAPS & BASINS. ALL SEDIMENT TRAPS & BASINS SHALL BE INSTALLED AND APPROVED BEFORE MASS SITE GRADING BEGINS. THE LOCATION OF CONCRETE WASHOUT STRUCTURES CAN BE ADJUSTED IN THE FIELD AS WORK PROGRESSES, BUT MUST BE IN PLACE PRIOR TO ANY CONCRETE WORK.
5. NOTIFY THE HARFORD COUNTY SEDIMENT CONTROL INSPECTOR OF SAID INSTALLATION. CONTRACTOR SHALL INSPECT AND MAINTAIN ALL EROSION & SEDIMENT CONTROL MEASURES AND DEVICES AFTER EACH STORM EVENT. MAINTENANCE SHALL INCLUDE, BUT NOT LIMITED TO, REMOVAL OF ALL ACCUMULATED SEDIMENT.
6. WITH PERMISSION FROM THE HARFORD COUNTY SEDIMENT CONTROL INSPECTOR, CLEAR AND GRUB REMAINING OF SITE AND BEGIN DEMOLITION. REMOVE EXISTING BUILDING SLAB, FOOTINGS, PAVED AREAS, AND UTILITIES AS SHOWN ON THE APPROVED PROPOSED EROSION AND SEDIMENT CONTROL PLAN. ANY EXISTING UTILITY OR STRUCTURE DAMAGED DURING DEMOLITION OR CONSTRUCTION SHALL BE REPAIRED/REPLACED IN KIND AT THE CONTRACTOR'S EXPENSE.
7. WITH PERMISSION FROM THE HARFORD COUNTY SEDIMENT CONTROL INSPECTOR, BEGIN MASS SITE GRADING, EXCAVATION AND CONSTRUCTION OF THE PROPOSED BUILDING, HARDSCAPE AND UTILITIES. PROPOSED STORM DRAIN SHALL BE INSTALLED DOWNSTREAM TO UPSTREAM PER THE APPROVED PROPOSED EROSION AND SEDIMENT CONTROL PLAN. STORM DRAIN INSTALLATION DISTURBING EXISTING SEDIMENT CONTROL FACILITIES SHALL BE CONSTRUCTED DURING A THREE (3) DAY NOAA DRY WEATHER FORECAST.
8. WITH THE PERMISSION OF THE SEDIMENT CONTROL INSPECTOR, CONTRACTOR SHALL PROCEED WITH FINE GRADING FOR THE FIELD AND PAVED AREAS. USE FILTER BAG AS NECESSARY FOR DEWATERING ANY MUDSAND WYER. INSTALL ANY REMAINING UTILITIES. UTILITY WORK SHALL BE DONE UNDER THE STANDARD UTILITY INSTALLATION INSIDE SWM FACILITIES UNTIL ALL CONTRIBUTING DRAINAGE AREAS HAVE BEEN STABILIZED.
9. FOR INLET PROTECTION PROPOSED WITHIN STORMWATER MANAGEMENT AREAS, CONTRACTOR SHALL PRELIMINARILY GRADE DEPRESSIONS WHICH ARE TO BECOME STORMWATER MANAGEMENT FACILITIES SO THAT THE INITIAL GROUND SURFACE IS FLUSH WITH THE RM ELEVATION OF THE OVERFLOW INLETS, WHICH IS 12" ABOVE THE DESIGN FILTER BED ELEVATION. IMMEDIATELY AFTER INSTALLING INLET PROTECTION, EXCAVATION WITHIN THE SWM AREAS SHALL BE LIMITED AS NECESSARY TO INSTALL STORM DRAINAGE REQUIRED FOR PROPOSED EROSION AND SEDIMENT CONTROLS ONLY. INSTALL REMAINING STORM DRAINS, INLET PROTECTION, REMAINING UTILITIES AND OTHER PROPOSED EROSION AND SEDIMENT CONTROLS AS NECESSARY.
10. NOTE: STORMWATER MANAGEMENT AREAS CAN BE EXCAVATED AND STORM DRAIN SYSTEM INSTALLED WITH INLET PROTECTION INSTALLED BUT DO NOT INSTALL MEDIA UNTIL THE SITE HAS BEEN STABILIZED AND APPROVED BY THE SEDIMENT CONTROL INSPECTOR. NOTE THAT DIVERSION FENCE MAY BE WARRANTED BY THE INSPECTOR TO PROTECT SEDIMENT FROM ENTERING THE STORMWATER MANAGEMENT FACILITY AREAS.
11. SWM MICRO-BIORETENTION CONSTRUCTION SEQUENCE:
11.a. NOTIFY AS-BUILT ENGINEER OF WORK STARTING AT LEAST 3 BUSINESS DAYS IN ADVANCE OF MICRO-BIORETENTION CONSTRUCTION. COMPLETE AS-BUILT TABLE AS WORK ON MICRO-BIORETENTIONS PROGRESSES.
11.b. FLUSH STORM DRAIN SYSTEMS DISCHARGING TO MICRO-BIORETENTIONS PRIOR TO PROCEEDING TO NEXT STEP.
11.c. ONCE ALL CONTRIBUTING DRAINAGE AREAS TO THE MICRO-BIORETENTIONS ARE STABILIZED, DURING A 3 DAY DRY WEATHER FORECAST, EXCAVATE MICRO-BIORETENTIONS TO SHAPE AND BOTTOM ELEVATION SHOWN ON PLAN.
11.d. BACKFILL MICRO-BIORETENTIONS WITH MATERIALS AND TO DIMENSIONS SHOWN ON PLAN, INCLUDING UNDER DRAIN PIPE, OBSERVATION WELL/CLEAN-OUT, ETC.
11.e. ONCE BSM TOPPING IS INSTALLED AND PRIOR TO LANDSCAPING, FLOOD MICRO-BIORETENTIONS WITH CLEAN WATER UNTIL PONDING DEPTH REACHES OVERFLOW STRUCTURE WEIR ELEVATION, THEN TIME DRAW-DOWN TO ENSURE DRAIN-DOWN IS COMPLETE WITHIN 48 HOURS AND DRAINAGE WITHIN MICRO-BIORETENTIONS ARE FUNCTIONING.
11.f. INSTALL MULCH LAYER AND LANDSCAPE IN MICRO-BIORETENTIONS IN ACCORDANCE WITH THE LANDSCAPE PLAN.
11.g. SUBMIT AS-BUILT DRAWINGS TO HARFORD COUNTY STORMWATER MANAGEMENT REVIEW DIVISION FOR ACCEPTANCE WITHIN 30 DAYS OF PROJECT CONSTRUCTION COMPLETION.
11.h. NOTE: AT ALL TIMES, AVOID COMPACTION AND SEDIMENT CONTAMINATION WITHIN THE FILTER AREA FOOTPRINT. MICRO-BIORETENTION FACILITIES ARE INTENDED TO INFILTRATE WATER TO THE GRAVEL RESERVOIR AND UNDERDRAIN. COMPACTION AND SEDIMENT CONTAMINATION, ESPECIALLY IN THE PLANTING SOIL, LIMITS THE INFILTRATIVE EFFECTIVENESS OF MICRO-BIORETENTION FACILITIES AND MAY RESULT IN A FAILING SYSTEM THAT PERMANENTLY PONDS WATER AT THE SURFACE. IT IS THE CONTRACTORS RESPONSIBILITY TO ENSURE FACILITIES ARE DRAINING PROPERLY FOLLOWING CONSTRUCTION.
12. WITH THE PERMISSION OF THE HARFORD COUNTY SEDIMENT CONTROL INSPECTOR, FLUSH ALL SITE STORM DRAINAGE OF ANY SEDIMENT, FINE GRADE, AND PERMANENTLY STABILIZE REMAINING SITE IMPROVEMENTS WITHIN THE LOG ACCORDING TO THE STABILIZATION NOTES AND THE SPECIFICATIONS. ALL SLOPES STEEPER THAN 5:1 SHALL BE STABILIZED WITH PERMANENT SEED AND SOIL STABILIZATION MATTING.
13. AFTER PERMANENT STABILIZATION OF SITE WITH ESTABLISHED VEGETATION AND/OR PAVEMENT AND WITH PERMISSION OF THE HARFORD COUNTY EROSION AND SEDIMENT CONTROL INSPECTOR, REMOVE EROSION AND SEDIMENT CONTROL MEASURES OR DEVICES AND STABILIZE THOSE AREAS DISTURBED BY THIS PROCESS. PRIOR TO AND DURING THE CONVERSION OF SEDIMENT TRAPS, UTILIZE SUMP FILTER BAGS AS NECESSARY TO DEWATER THE SEDIMENT TRAPS & BASINS. REMOVAL OF SEDIMENT TRAPS & BASINS TEMPORARY RISER STRUCTURES, ASSOCIATED STORM DRAIN PIPES AND RIPRAP OUTLET PROTECTION SHALL BE COMPLETED VIA SAME DAY STABILIZATION DURING A FIVE (5) DAY NOAA DRY WEATHER FORECAST. CONVERSION OF SEDIMENT TRAPS / BASINS TO FINAL SWM DETENTION PONDS AND INSTALLATION OF PERMANENT STORM DRAIN PIPES SHALL BE COMPLETED DURING A FIVE (5) DAY NOAA DRY WEATHER FORECAST PER THE APPROVED STORMWATER MANAGEMENT PLANS.
14. IT IS THE CONTRACTOR'S RESPONSIBILITY, ON BEHALF OF THE OWNER, TO ENGAGE A LICENSED PROFESSIONAL ENGINEER TO CERTIFY THE STORMWATER MANAGEMENT FACILITIES AND TO PREPARE, SUBMIT AND PROCESS AS-BUILT DRAWINGS THROUGH HARFORD COUNTY DEPARTMENT OF PUBLIC WORKS.

M L K J H G F E D C B A

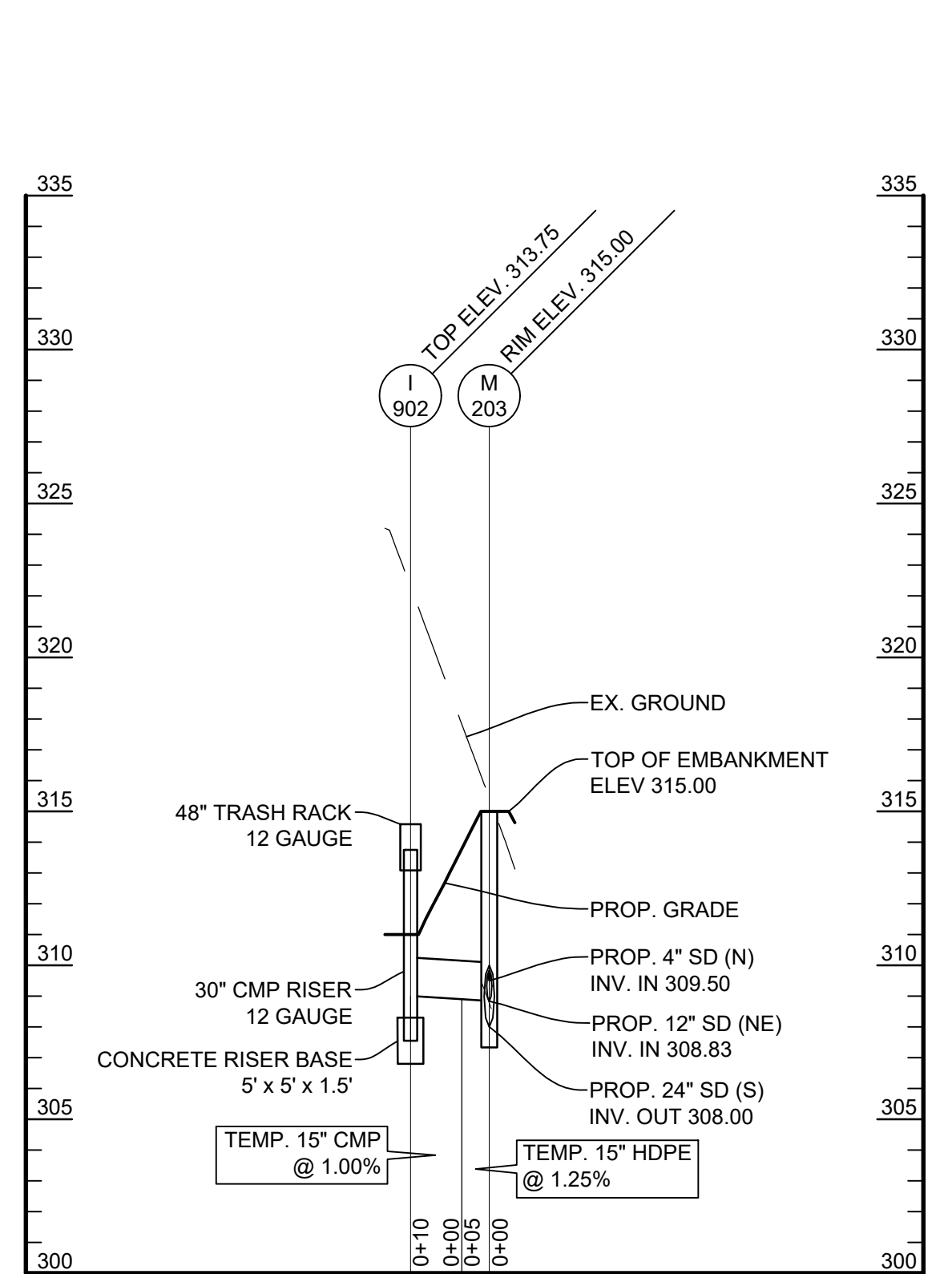
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GRIMM + PARKER ARCHITECTS
GP #22419
NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL 1605 EVA MAR BOULEVARD, BEL AIR, MD 21015
DATE DESCRIPTION 04/17/26 02A-ADD, No.1
NOTE TO CONTRACTOR: EROSION AND SEDIMENT CONTROL SHALL BE STRICTLY ENFORCED.
GRADING PERMIT #: GRA-011533-2025
EROSION AND SEDIMENT CONTROL PLAN #: 52727
C422 03/30/26 BID SET



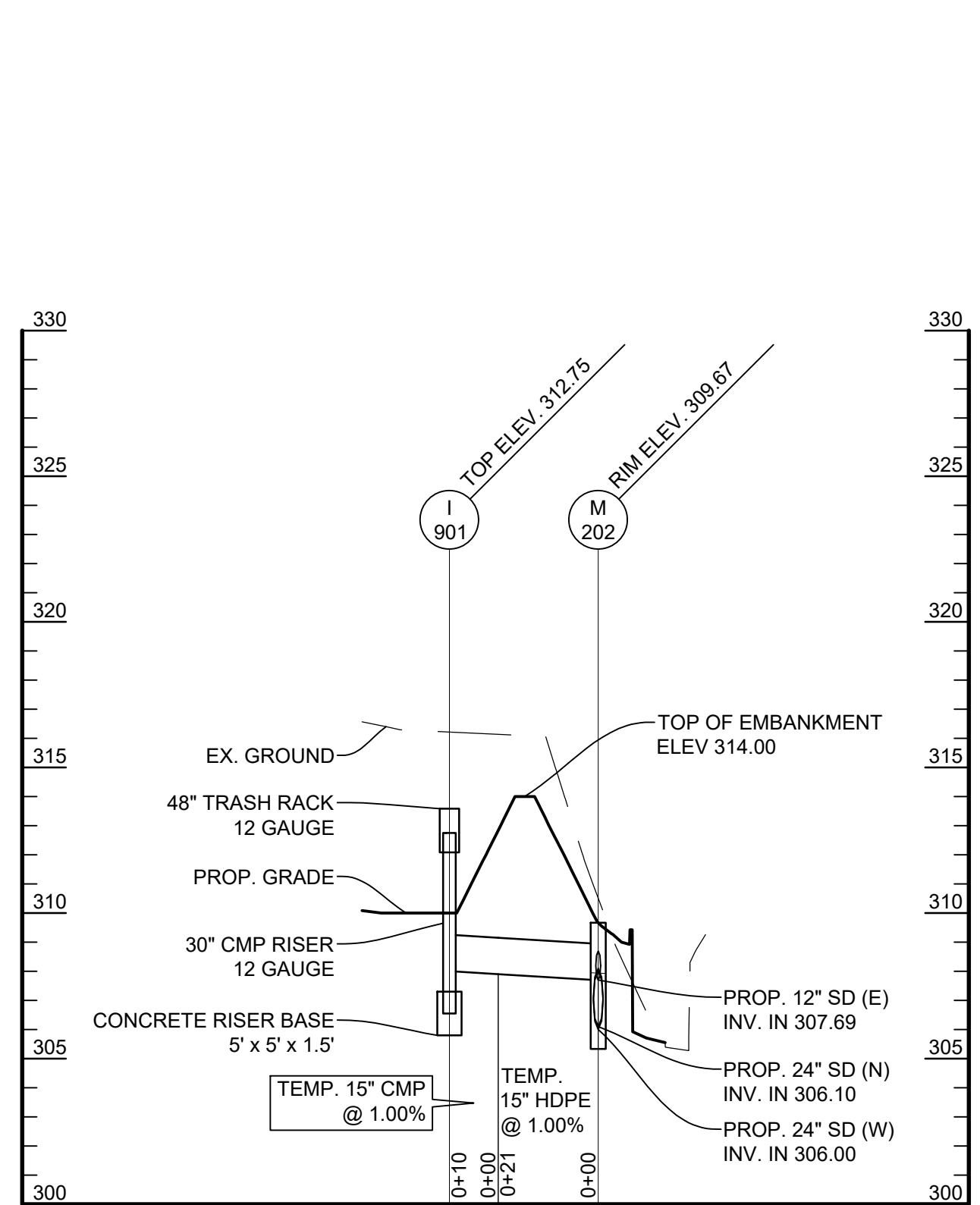
1 TEMP. SD: I-912 TO M-112
 SCALES: HORIZ. 1" = 30'
 VERT. 1" = 5'



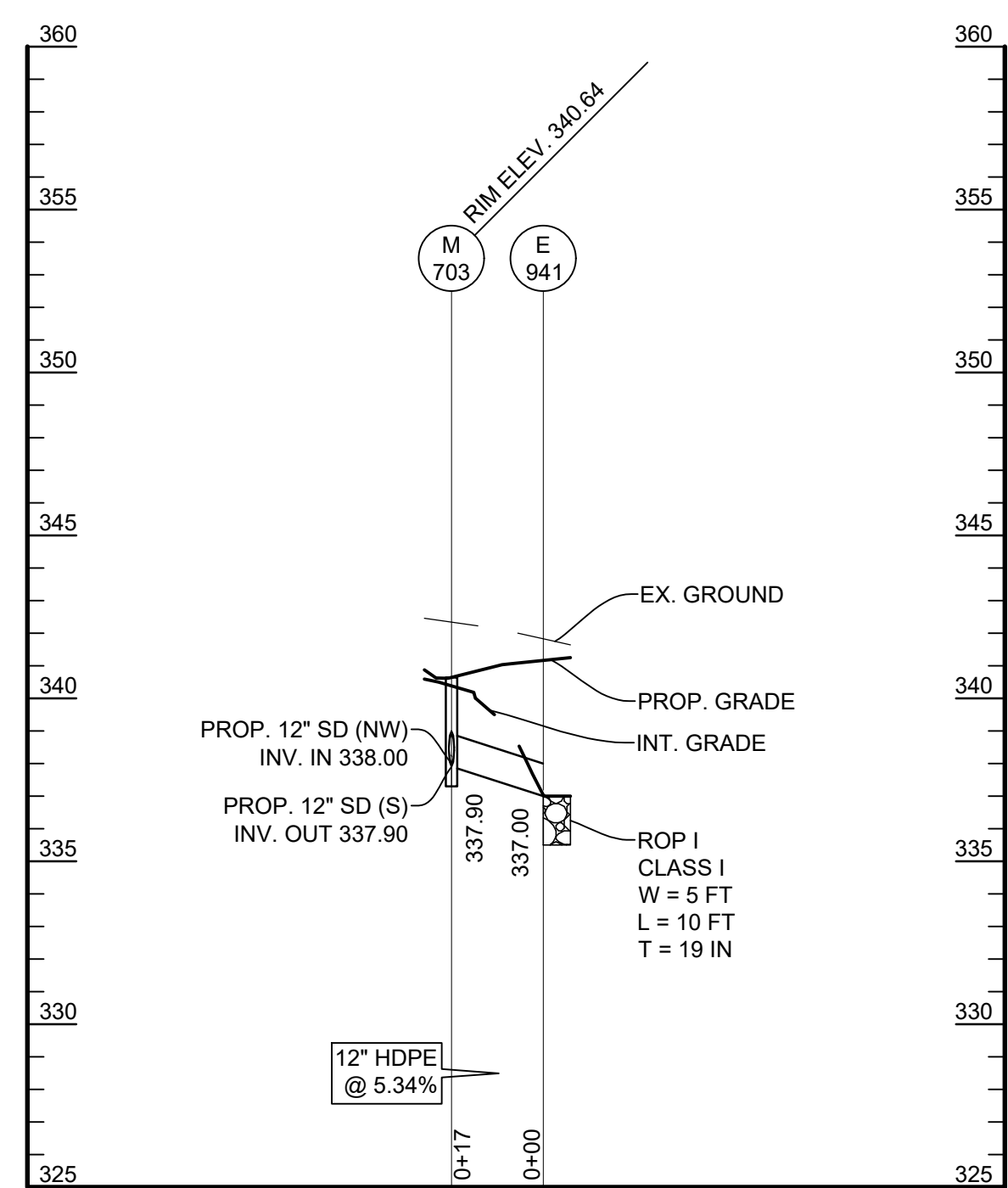
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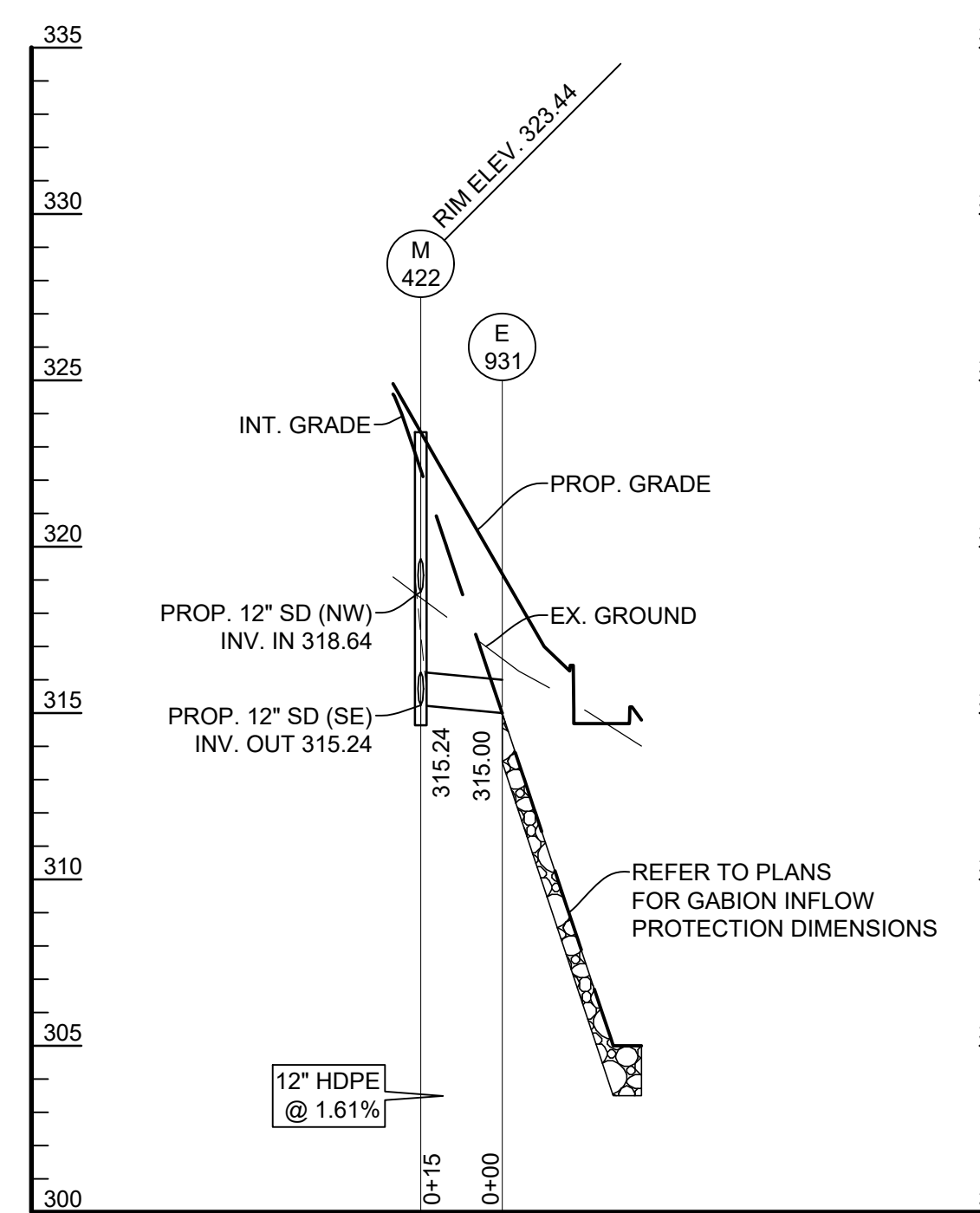
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 SCALES: HORIZ. 1" = 30'
 VERT. 1" = 5'



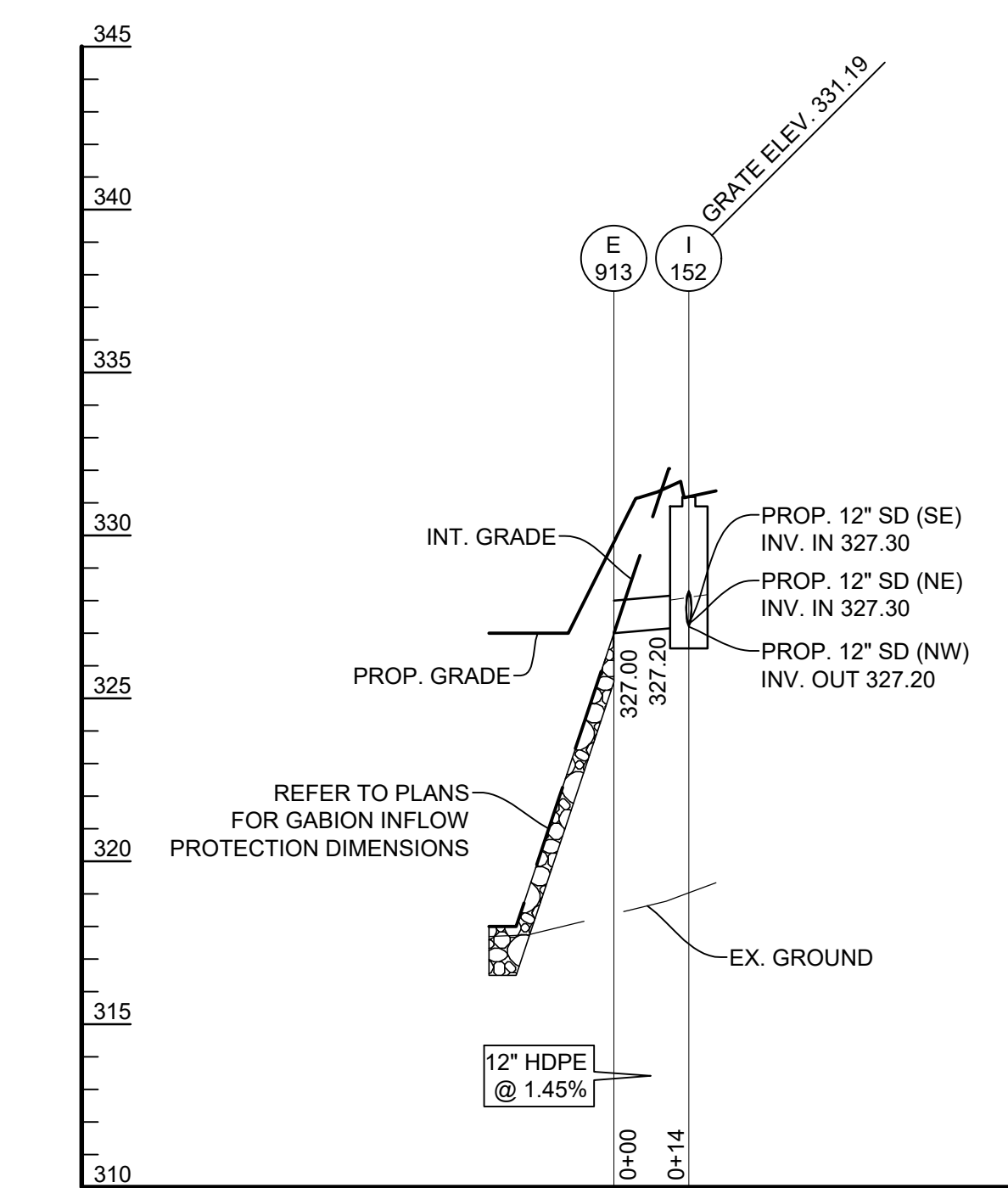
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 SCALES: HORIZ. 1" = 30'
 VERT. 1" = 5'



5 TEMP. SD: M-703 TO E-941
 SCALES: HORIZ. 1" = 30'
 VERT. 1" = 5'



6 TEMP. SD: I-402 TO E-931
 SCALES: HORIZ. 1" = 30'
 VERT. 1" = 5'



7 TEMP. SD: I-152 TO E-913
 SCALES: HORIZ. 1" = 30'
 VERT. 1" = 5'

STORM DRAIN STRUCTURE TABLE

STRUCTURE #	STRUCTURE TYPE	TOP ELEV.	INV. IN	INV. OUT	COORDINATES	NOTES
I-901	REFER TO ESC DETAILS FOR STRUCTURE INFORMATION	TOP 312.75		15" HDPE (W) 307.90 15" HDPE (W) 308.00	N: 687,295.15 E: 1,504,425.34	SEE NOTE 1
I-902	REFER TO ESC DETAILS FOR STRUCTURE INFORMATION	TOP 313.75		15" HDPE (W) 309.00	N: 687,486.05 E: 1,504,468.04	SEE NOTE 1
I-911	REFER TO ESC DETAILS FOR STRUCTURE INFORMATION	TOP 321.62	6" HDPE (E) 320.25	18" HDPE (NW) 317.91	N: 687,897.74 E: 1,504,845.39	SEE NOTE 1
I-912	REFER TO ESC DETAILS FOR STRUCTURE INFORMATION	TOP 321.62	18" HDPE (S) 326.05 18" HDPE (S) 326.15		N: 688,147.05 E: 1,505,078.62	SEE NOTE 1
E-913	HPDE END SECTION		12" HDPE (SE) 327.00		N: 687,914.60 E: 1,504,909.10	
E-914	HPDE END SECTION		12" HDPE (SE) 326.00		N: 687,841.17 E: 1,504,826.65	
E-921	HPDE END SECTION		24" HDPE (N) 317.99		N: 687,351.83 E: 1,505,379.24	
I-922	REFER TO ESC DETAILS FOR STRUCTURE INFORMATION	TOP 324.00		24" HDPE (S) 318.95 6" HDPE (N) 322.00 24" HDPE (S) 319.00	N: 687,549.99 E: 1,505,419.44	SEE NOTE 1
E-931	HPDE END SECTION		12" HDPE (NW) 315.00		N: 687,085.92 E: 1,504,869.73	
E-941	HPDE END SECTION		12" HDPE (NE) 337.00		N: 688,019.16 E: 1,505,903.92	

STRUCTURE TABLE NOTES
 NOTE 1: REFER TO SHEET C424 FOR SEDIMENT TRAP & BASIN RISER & TRASH RACK DETAILS

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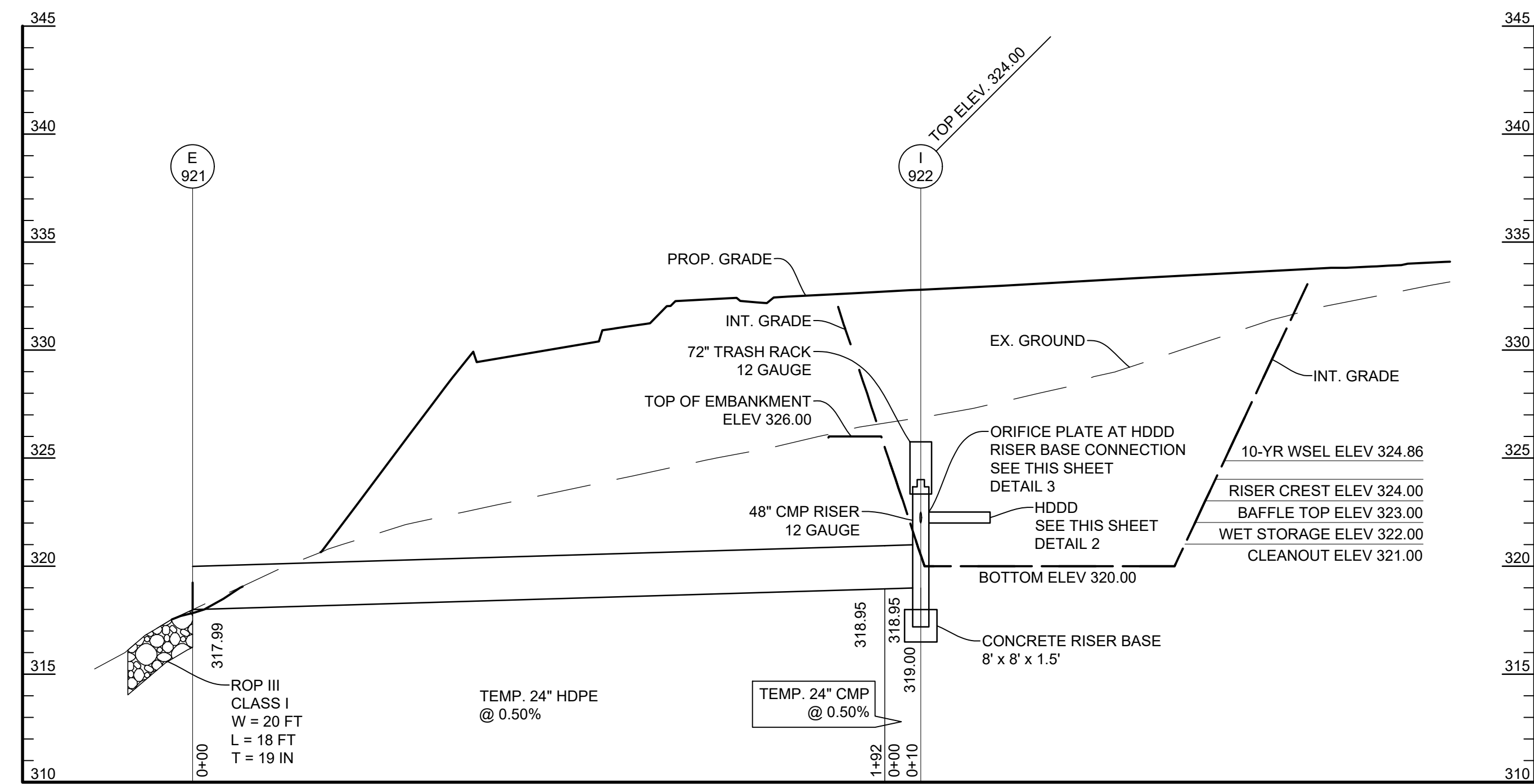
GP #22419

EROSION & SEDIMENT CONTROL PROFILES
 NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL
 1605 EVA MAR BOULEVARD, BEL-AIR, MD 21015

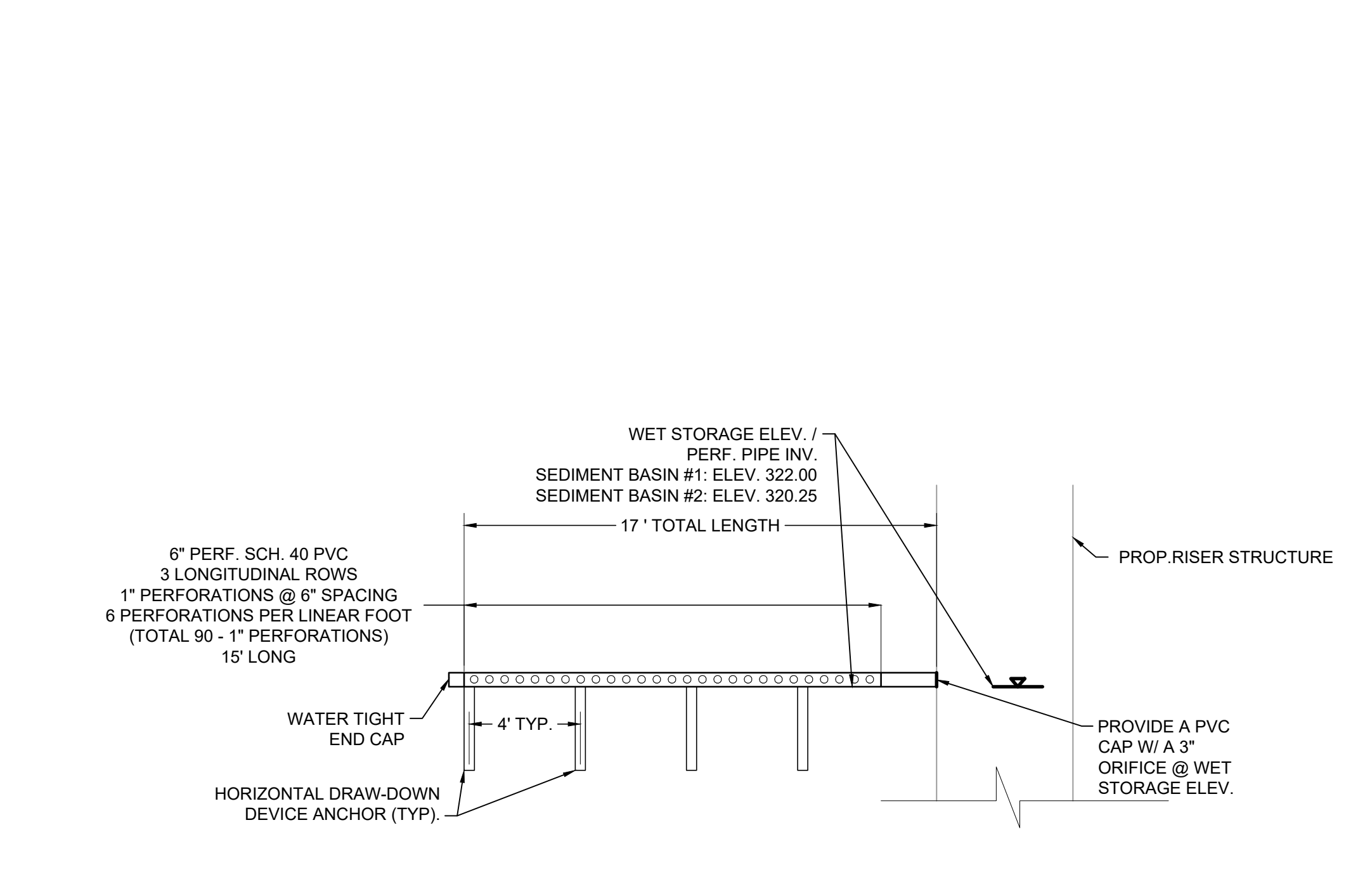
DATE	DESCRIPTION
04/17/26	02A-ADD. No.1

GRADING PERMIT #: GRA-011533-2025
 EROSION AND SEDIMENT CONTROL
 PLAN #: 52727

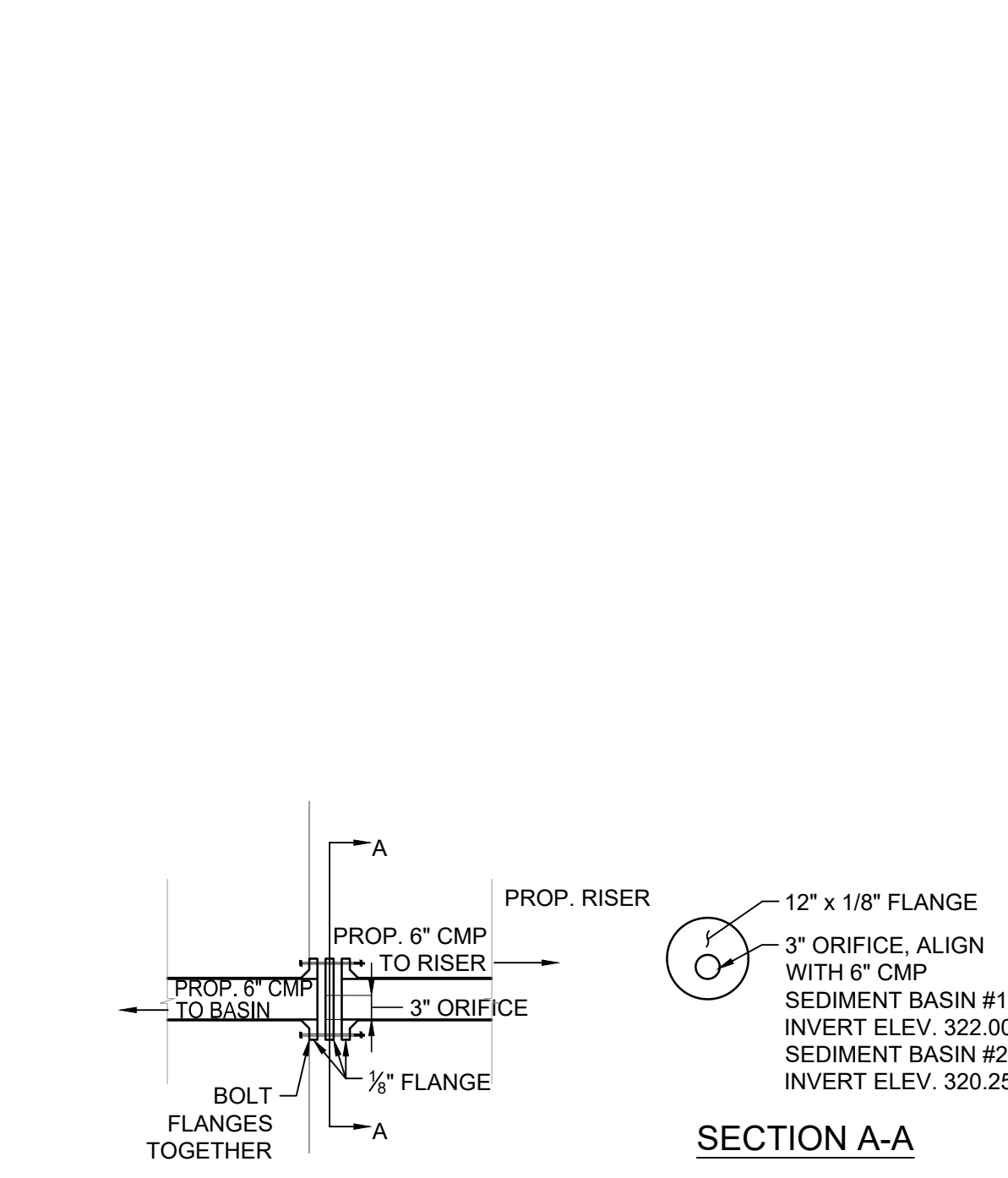
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 03/30/26
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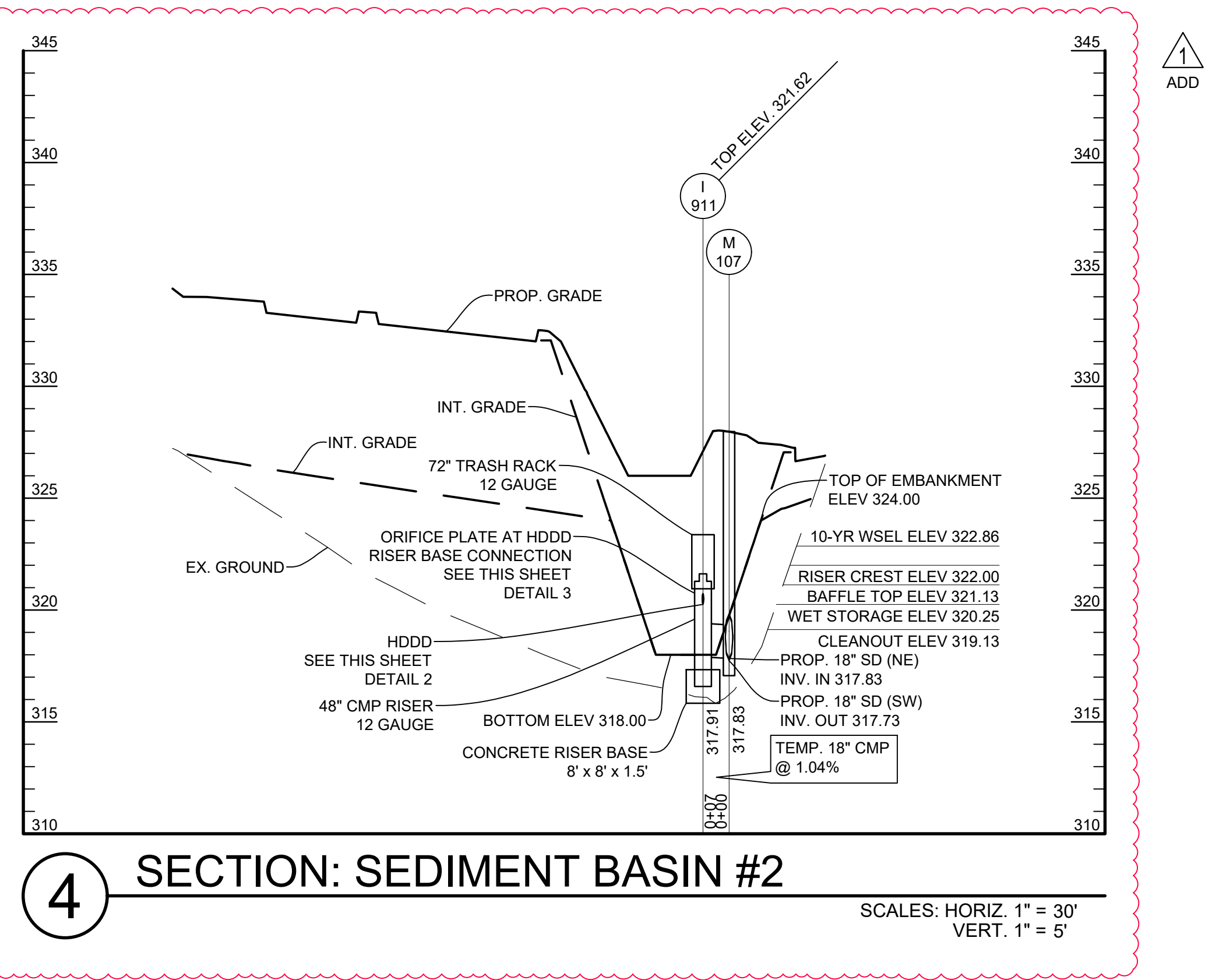
1 SECTION: SEDIMENT BASIN #1
 SCALES: HORIZ. 1" = 30'
 VERT. 1" = 5'



2 HORIZONTAL DRAW-DOWN DEVICE (4 ANCHORS)
 SEDIMENT BASINS
 NOT TO SCALE



3 ORIFICE PLATE FLANGE
 SEDIMENT BASINS
 NOT TO SCALE



4 SECTION: SEDIMENT BASIN #2
 SCALES: HORIZ. 1" = 30'
 VERT. 1" = 5'

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GP #22419

EROSION & SEDIMENT CONTROL SECTIONS & DETAILS
 NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL
 1605 EVA MAR BOULEVARD, BEL-AIR, MD 21015

DATE	DESCRIPTION
04/17/26	02A-ADD. No.1

GRADING PERMIT #: GRA-011533-2025
 EROSION AND SEDIMENT CONTROL
 PLAN #: 52727

C441
 03/30/26
 BID SET

LIST OF DRAWINGS - VOL. 1

- TS101 TITLE SHEET - VOLUME 1
TS102 LIST OF DRAWINGS - VOLUME 1
TS103 LIST OF DRAWINGS - VOLUME 1 CONT.
CIVIL
C001 GENERAL NOTES
C100 EXISTING CONDITIONS & DEMOLITION CONTEXT PLAN
C101 EXISTING CONDITIONS & DEMOLITION PLAN
C102 EXISTING CONDITIONS & DEMOLITION PLAN
C103 EXISTING CONDITIONS & DEMOLITION PLAN
C104 EXISTING CONDITIONS & DEMOLITION PLAN
C105 EXISTING CONDITIONS & DEMOLITION PLAN
C110 SITE GEOMETRY CONTEXT PLAN
C111 SITE GEOMETRY PLAN
C112 SITE GEOMETRY PLAN
C113 SITE GEOMETRY PLAN
C114 SITE GEOMETRY PLAN
C115 SITE GEOMETRY COURTYARD ENLARGEMENTS
C116 SITE GEOMETRY POINT TABLES
C120 DETAIL REFERENCE CONTEXT PLAN
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I CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF MARYLAND. LICENSE NUMBER 17213. EXPIRATION DATE 02.22.2027



GP #22419
PSC #L12F064

LIST OF DRAWINGS - VOLUME 1
NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL
1608 EVA WAR BOULEVARD, BEL AIR, MARYLAND

Table with 2 columns: DATE, DESCRIPTION. Row 1: 04/17/26, 02A-ADD, No. 1

TS102
03/30/26
BID SET

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- E202H PART SECOND FLOOR PLAN - LIGHTING - AREA H
- E203 ROOF PLAN/PENTHOUSE - LIGHTING
- E204 PART FLOOR PLANS - LIGHTING - ALTERNATE
- E301A PART FIRST FLOOR PLAN - FIRE ALARM - AREA A
- E301B PART FIRST FLOOR PLAN - FIRE ALARM - AREA B
- E301C PART FIRST FLOOR PLAN - FIRE ALARM - AREA C
- E301D PART FIRST FLOOR PLAN - FIRE ALARM - AREA D
- E301E PART FIRST FLOOR PLAN - FIRE ALARM - AREA E
- E301F PART FIRST FLOOR PLAN - FIRE ALARM - AREA F
- E301G PART FIRST FLOOR PLAN - FIRE ALARM - AREA G
- E301H PART FIRST FLOOR PLAN - FIRE ALARM - AREA H
- E302A PART SECOND FLOOR PLAN - FIRE ALARM - AREA A
- E302H PART SECOND FLOOR PLAN - FIRE ALARM - AREA H
- E303 ROOF PLAN - FIRE ALARM
- E304 PART FLOOR PLANS - FIRE ALARM - ALTERNATE
- E401 PART FLOOR PLANS - ELECTRICAL
- E402 PART FLOOR PLANS - ELECTRICAL
- E403 PART ROOF PLAN - POWER - PENTHOUSE

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- E404 PART FLOOR PLANS - ELECTRICAL - ELECTRICAL ROOMS
- E501 ELECTRICAL DETAILS
- E502 ELECTRICAL DETAILS
- E503 ELECTRICAL DETAILS
- E601 ELECTRICAL ONE-LINE DIAGRAM - PUBLIC DAY SCHOOL
- E602 ELECTRICAL ONE-LINE DIAGRAM - ELEMENTARY SCHOOL
- E701 ELECTRICAL SCHEDULES
- E702 SWITCHBOARD SCHEDULES - MAIN ELEC RM G1
- E703 PANELBOARD SCHEDULES - MAIN ELEC RM G1
- E704 PANELBOARD SCHEDULES - ELEC RM A1
- E705 PANELBOARD SCHEDULES - ELEC RM B1
- E706 PANELBOARD SCHEDULES - ELEC RM C1
- E707 PANELBOARD SCHEDULES - ELEC RM D1
- E708 PANELBOARD SCHEDULES - ELEC RM E1
- E709 PANELBOARD SCHEDULES - ELEC RM F1
- E710 PANELBOARD SCHEDULES - ELEC RM H1A
- E711 PANELBOARD SCHEDULES - ELEC RM H1B
- E712 PANELBOARD SCHEDULES - ELEC RM H2A
- E713 PANELBOARD SCHEDULES - ELEC RM H2B
- E714 PANELBOARD SCHEDULES - PENTHOUSES
- E715 PANELBOARD SCHEDULES - EMERGENCY
- E716 PANELBOARD SCHEDULES - EMERGENCY - PENTHOUSES

TECHNOLOGY

- T001 TECHNOLOGY GENERAL NOTES
- T002 TECHNOLOGY SITE PLAN
- T003 TECHNOLOGY OVERALL FIRST FLOOR PLAN
- T004 TECHNOLOGY OVERALL SECOND FLOOR PLAN
- T101A TECHNOLOGY FIRST FLOOR PLAN - AREA A
- T101B TECHNOLOGY FIRST FLOOR PLAN - AREA B
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- T101D TECHNOLOGY FIRST FLOOR PLAN - AREA D
- T101E TECHNOLOGY FIRST FLOOR PLAN - AREA E
- T101F TECHNOLOGY FIRST FLOOR PLAN - AREA F
- T101G TECHNOLOGY FIRST FLOOR PLAN - AREA G
- T101H TECHNOLOGY FIRST FLOOR PLAN - AREA H
- T102A TECHNOLOGY SECOND FLOOR PLAN - AREA A
- T102H TECHNOLOGY SECOND FLOOR PLAN - AREA H
- T103 TECHNOLOGY ALTERNATE FLOOR PLANS - AREA H
- T901 TECHNOLOGY FACEPLATE DETAILS
- T902 TECHNOLOGY PATHWAY DETAILS
- T903 TECHNOLOGY ROOM AND RACK DETAILS 1
- T904 TECHNOLOGY ROOM AND RACK DETAILS 2
- T905 PUBLIC ADDRESS SYSTEM DETAILS
- T906 ACCESS CONTROL AND INTRUSION DETECTION
- T907 CCTV SYSTEM
- T908 ELEVATOR AREA OF REFUGE SYSTEM

I CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF MARYLAND. LICENSE NUMBER 17213. EXPIRATION DATE 02.22.2027

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GP #22419
PSC #L12F064

LIST OF DRAWINGS - VOLUME 1 CONT.
NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL
1605 EVA MAR BOULEVARD, BEL AIR, MARYLAND

DATE	DESCRIPTION
04/17/26	02A-ADD. No. 1

TS103
03/30/26
BID SET

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- TS101 TITLE SHEET - VOLUME 1
TS102 LIST OF DRAWINGS - VOLUME 1
TS103 LIST OF DRAWINGS - VOLUME 1 CONT.
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C001 GENERAL NOTES
C100 EXISTING CONDITIONS & DEMOLITION CONTEXT PLAN
C101 EXISTING CONDITIONS & DEMOLITION PLAN
C102 EXISTING CONDITIONS & DEMOLITION PLAN
C103 EXISTING CONDITIONS & DEMOLITION PLAN
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C105 EXISTING CONDITIONS & DEMOLITION PLAN
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C112 SITE GEOMETRY PLAN
C113 SITE GEOMETRY PLAN
C114 SITE GEOMETRY PLAN
C115 SITE GEOMETRY COURTYARD ENLARGEMENTS
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C121 DETAIL REFERENCE PLAN
C122 DETAIL REFERENCE PLAN
C123 DETAIL REFERENCE PLAN
C124 DETAIL REFERENCE PLAN
C125 DETAIL REFERENCE COURTYARD ENLARGEMENTS
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C204 SITE DETAILS 4
C205 SITE DETAILS 5
C206 SITE DETAILS 6
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C207 SITE DETAILS 7
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C304 STORM DRAIN PROFILES
C305 STORM DRAIN PROFILES
C306 STORM DRAIN PROFILES
C307 STORM DRAIN PROFILES
C308 STORM DRAIN STRUCTURE TABLES
C309 STORM DRAIN STRUCTURE TABLES
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C321 WATER PROFILES
C322 WATER PROFILES
C400 EXISTING EROSION & SEDIMENT CONTROL CONTEXT PLAN
C401 EXISTING EROSION & SEDIMENT CONTROL PLAN
C402 EXISTING EROSION & SEDIMENT CONTROL PLAN
C403 EXISTING EROSION & SEDIMENT CONTROL PLAN
C404 EXISTING EROSION & SEDIMENT CONTROL PLAN
C405 EXISTING EROSION & SEDIMENT CONTROL PLAN
C410 PROPOSED EROSION & SEDIMENT CONTROL CONTEXT PLAN
C411 PROPOSED EROSION & SEDIMENT CONTROL PLAN
C412 PROPOSED EROSION & SEDIMENT CONTROL PLAN
C413 PROPOSED EROSION & SEDIMENT CONTROL PLAN
C414 PROPOSED EROSION & SEDIMENT CONTROL PLAN
C415 PROPOSED EROSION & SEDIMENT CONTROL PLAN
C421 EROSION & SEDIMENT CONTROL NOTES
C422 EROSION & SEDIMENT CONTROL NOTES
C423 EROSION & SEDIMENT CONTROL DETAILS
C424 EROSION & SEDIMENT CONTROL DETAILS
C431 EROSION & SEDIMENT CONTROL PROFILES
C441 EROSION & SEDIMENT CONTROL SECTIONS & DETAILS
C500 STORMWATER MANAGEMENT CONTEXT PLAN
C501 STORMWATER MANAGEMENT PLAN
C502 STORMWATER MANAGEMENT PLAN
C503 STORMWATER MANAGEMENT PLAN
C504 STORMWATER MANAGEMENT PLAN
C511 SWM DETAILS & NOTES
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C543 SWM AS-BUILT TABLES
C544 SWM AS-BUILT TABLES
C545 SWM AS-BUILT TABLES
C546 SWM AS-BUILT TABLES
C551 SWM LANDSCAPE PLAN
C552 SWM LANDSCAPE PLAN
C553 SWM LANDSCAPE PLAN
C554 SWM LANDSCAPE PLAN
C555 SWM LANDSCAPE NOTES, DETAILS, & SCHEDULE
C600 CSA No. 20372 PUBLIC WATER & SEWER CONTEXT PLAN
C601 CSA No. 20372 PUBLIC WATER & SEWER PLAN

LIST OF DRAWINGS - VOL. 1

- C602 CSA No. 20372 PUBLIC WATER & SEWER PLAN
C603 CSA No. 20372 PUBLIC WATER & SEWER PLAN
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C611 OFFSITE PUBLIC SEWER PLAN
C612 OFFSITE PUBLIC SEWER PLAN
C613 OFFSITE PUBLIC SEWER PROFILES
C614 OFFSITESEWER EROSION & SEDIMENT CONTROL TITLE SHEET
C615 OFFSITE SEWER EROSION & SEDIMENT CONTROL PLAN
C616 OFFSITE SEWER EROSION & SEDIMENT CONTROL PLAN
C617 OFFSITE SEWER EROSION & SEDIMENT CONTROL DETAILS
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C621 PUBLIC ROAD & STORM DRAIN NOTES & DETAILS 1
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C623 TRAFFIC CONTROL NOTES & DETAILS
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C626 PUBLIC ROAD & STORM DRAIN PLAN
C627 PUBLIC ROAD & STORM DRAIN PLAN
C628 PUBLIC ROAD & STORM DRAIN PLAN
C629 PUBLIC ROAD & STORM DRAIN PLAN
C630 PUBLIC STORM DRAIN DRAINAGE AREA MAP
C631 PUBLIC STORM DRAIN PROFILES
C632 PUBLIC STORM DRAIN PROFILES
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C635 PUBLIC ROAD PROFILES
C636 PUBLIC ROAD PROFILES
C637 PUBLIC ROAD PROFILES
C638 PUBLIC ROAD PROFILES
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C640 PUBLIC ROAD PROFILES
C641 PUBLIC ROAD PROFILES
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C643 INTERSECTION SITE DISTANCE EXHIBIT
C644 INTERSECTION SITE DISTANCE EXHIBIT
C645 INTERSECTION SITE DISTANCE EXHIBIT
C646 INTERSECTION SITE DISTANCE EXHIBIT
C647 PUBLIC SIGNAGE & STRIPING CONTEXT PLAN
C648 PUBLIC SIGNAGE & STRIPING PLAN
C649 PUBLIC SIGNAGE & STRIPING PLAN
C650 PUBLIC SIGNAGE & STRIPING PLAN
C651 PUBLIC SIGNAGE & STRIPING PLAN
C652 PUBLIC ROAD CROSS SECTIONS
C653 PUBLIC ROAD CROSS SECTIONS
C654 PUBLIC ROAD CROSS SECTIONS
C655 PUBLIC ROAD CROSS SECTIONS
C656 PUBLIC ROAD CROSS SECTIONS
C657 PUBLIC ROAD CROSS SECTIONS
C658 PUBLIC ROAD CROSS SECTIONS
C659 PUBLIC ROAD CROSS SECTIONS
C660 PUBLIC ROAD CROSS SECTIONS
C661 PUBLIC ROAD CROSS SECTIONS
C662 PUBLIC ROAD CROSS SECTIONS
C663 PUBLIC ROAD CROSS SECTIONS
C664 PUBLIC ROAD CROSS SECTIONS
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L101 LANDSCAPE PLAN
L102 LANDSCAPE PLAN
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L104 LANDSCAPE PLAN
L201 LANDSCAPE NOTES & DETAILS
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TS203 LIST OF DRAWINGS - VOLUME 2 CONT.
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A001 CODE STUDY - FIRST FLOOR
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A101C PARTIAL FIRST FLOOR PLAN - AREA C
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A101F PARTIAL FIRST FLOOR PLAN - AREA F
A101G PARTIAL FIRST FLOOR PLAN - AREA G
A101H PARTIAL FIRST FLOOR PLAN - AREA H
A102A PARTIAL SECOND FLOOR PLAN - AREA A
A102F PARTIAL SECOND FLOOR PLAN - AREA F
A102G PARTIAL SECOND FLOOR PLAN - AREA G
A102H PARTIAL SECOND FLOOR PLAN - AREA H
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A104 PENTHOUSE PLANS
A105 ROOF PLAN
A106 PARTIAL PLAN - AREA H (ALTERNATE)

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A202 BUILDING ELEVATIONS
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A204 BUILDING ELEVATIONS
A205 BUILDING ELEVATIONS
A206 BUILDING ELEVATIONS
A207 BUILDING ELEVATIONS
A208 BUILDING AXONOMETRICS
A209 BUILDING ELEVATIONS (ALTERNATE)
A212 SITE WALLS & SPECIAL SHAPES
A213 MOCK-UP PANEL
A301 WALL TYPES AND WALL TERMINATION DETAILS
A302 EXTERIOR WALL TYPES AND RATED WALL TERMINATION DETAILS
A303 FINISH SCHEDULE
A304 DOOR SCHEDULE
A305 DOOR SCHEDULE
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A308 FRAME ELEVATIONS
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A418 EXTERIOR STOREFRONT HEAD, SILL, AND JAMB DETAILS - 4-3/4" SETBACK
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A420 LOUVER DETAILS, OVERHEAD DOOR DETAILS, AND MISC DETAILS
A421 LOUVER AND DOOR DETAILS - METAL PANEL
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A441 ROOF DETAILS - SINGLE PLY MEMBRANE
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A452 BUS DROP OFF CANOPY DETAILS
A453 SHADE STRUCTURE PLANS & DETAILS
A454 SHADE STRUCTURE PLANS & DETAILS
A500 TYPICAL TOILET ROOM PLANS AND ACCESSIBILITY DETAILS
A501 ENLARGED TOILET ROOM PLANS
A502 ENLARGED TOILET ROOM PLANS
A503 ENLARGED TOILET ROOM PLANS
A515 TYPICAL STAIR DETAILS
A516 TYPICAL STAIR DETAILS
A517 ENLARGED STAIR PLANS AND SECTIONS
A518 ENLARGED STAIR PLANS AND SECTIONS
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A521 ENLARGED STAIR PLANS AND SECTIONS
A522 ENLARGED STAIR PLANS AND SECTIONS
A523 ENLARGED ELEVATOR PLAN AND SECTIONS
A524 ENLARGED RAMP PLAN & SECTIONS
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A701C PARTIAL FIRST FLOOR RCP - AREA C
A701D PARTIAL FIRST FLOOR RCP - AREA D
A701E PARTIAL FIRST FLOOR RCP - AREA E
A701F PARTIAL FIRST FLOOR RCP - AREA F
A701G PARTIAL FIRST FLOOR RCP - AREA G
A701H PARTIAL FIRST FLOOR RCP - AREA H
A702A PARTIAL SECOND FLOOR RCP - AREA A
A702H PARTIAL SECOND FLOOR RCP - AREA H
A703 PARTIAL RCP - AREA H (ALTERNATE)
A800 FURNISHING AND EQUIPMENT SCHEDULES
A801A PARTIAL FIRST FLOOR FURNITURE PLAN - AREA A
A801B PARTIAL FIRST FLOOR FURNITURE PLAN - AREA B
A801C PARTIAL FIRST FLOOR FURNITURE PLAN - AREA C
A801D PARTIAL FIRST FLOOR FURNITURE PLAN - AREA D
A801E PARTIAL FIRST FLOOR FURNITURE PLAN - AREA E
A801F PARTIAL FIRST FLOOR FURNITURE PLAN - AREA F
A801G PARTIAL FIRST FLOOR FURNITURE PLAN - AREA G
A801H PARTIAL FIRST FLOOR FURNITURE PLAN - AREA H
A802A PARTIAL SECOND FLOOR FURNITURE PLAN - AREA A
A802H PARTIAL SECOND FLOOR FURNITURE PLAN - AREA H (ALTERNATE)
A803 PARTIAL FURNITURE PLAN - AREA H (ALTERNATE)
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A805 MILLWORK AND INTERIOR DETAILS
A806 MILLWORK AND INTERIOR DETAILS
A900 INTERIOR MATERIAL SCHEDULE
A901A PARTIAL FIRST FLOOR FINISH PLAN - AREA A
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A901E PARTIAL FIRST FLOOR FINISH PLAN - AREA E
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A901G PARTIAL FIRST FLOOR FINISH PLAN - AREA G
A901H PARTIAL FIRST FLOOR FINISH PLAN - AREA H
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A904 SECOND FLOOR FLOOR PATTERN PLAN
A905 OVERALL FIRST FLOOR RCP - ACCENT COLOR
A906 OVERALL SECOND FLOOR RCP - ACCENT COLOR
A907 ALTERNATE FINISH DRAWINGS
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K-102 KITCHEN EQUIPMENT SCHEDULE
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K-201 VENTILATION SCHEDULE & DETAILS
K-300 PLUMBING ROUGH-IN PLAN
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K-511 UTILITY DISTRIBUTION SYSTEM DETAILS CONT.
K-512 VENTILATION DETAILS
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S101D FOUNDATION AND SLAB ON GRADE PLAN - AREA D
S101E FOUNDATION AND SLAB ON GRADE PLAN - AREA E
S101F FOUNDATION AND SLAB ON GRADE PLAN - AREA F
S101G FOUNDATION AND SLAB ON GRADE PLAN - AREA G
S101H FOUNDATION AND SLAB ON GRADE PLAN - AREA H
S101J FOUNDATION AND SLAB ON GRADE PLAN - LOADING DOCK AND SHADE STRUCTURE 3
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S102E PENTHOUSE FLOOR AND MAIN ROOF FRAMING PLAN - AREA E
S102F MAIN ROOF FRAMING PLAN - AREA F
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S102H SECOND FLOOR FRAMING PLAN - AREA H
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S103B PENTHOUSE ROOF FRAMING PLANS - AREAS B, C, D AND E
S103F ROOF FRAMING PLAN - AREA F
S103G ROOF FRAMING PLAN - AREA G
S103H PENTHOUSE FLOOR AND ROOF FRAMING PLAN - AREA H
S104 PENTHOUSE ROOF FRAMING PLANS - AREAS A AND H
S105 PARTIAL PLANS - AREA H (ALTERNATE)
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S202 BUS DROP OFF CANOPY- FRAMING PLANS
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S302 TYPICAL DETAILS
S303 TYPICAL DETAILS
S304 TYPICAL DETAILS
S305 TYPICAL DETAILS
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S402 FOUNDATION SECTIONS
S403 FOUNDATION SECTIONS
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S502 FRAMING SECTIONS
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S511 FRAMING SECTIONS
S512 FRAMING SECTIONS

LIST OF DRAWINGS - VOL. 3

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TS302 LIST OF DRAWINGS - VOLUME 3
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M101B PART FIRST FLOOR PLAN - DUCTWORK - AREA B
M101C PART FIRST FLOOR PLAN - DUCTWORK - AREA C
M101D PART FIRST FLOOR PLAN - DUCTWORK - AREA D
M101E PART FIRST FLOOR PLAN - DUCTWORK - AREA E
M101F PART FIRST FLOOR PLAN - DUCTWORK - AREA F
M101G PART FIRST FLOOR PLAN - DUCTWORK - AREA G
M101H PART FIRST FLOOR PLAN - DUCTWORK - AREA H
M102A PART SECOND FLOOR PLAN - DUCTWORK - AREA A
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M201A PART FIRST FLOOR PLAN - HVAC PIPING - AREA A
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M201G PART FIRST FLOOR PLAN - HVAC PIPING - AREA G
M201H PART FIRST FLOOR PLAN - HVAC PIPING - AREA H
M202A PART SECOND FLOOR PLAN - HVAC PIPING - AREA A
M202H PART SECOND FLOOR PLAN - HVAC PIPING - AREA H

I CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF MARYLAND. LICENSE NUMBER 17213. EXPIRATION DATE 02.22.2027



GP #22419
PSC #L12F064

LIST OF DRAWINGS - VOLUME 2
NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL
1608 EVA WAR BOULEVARD, BEL AIR, MARYLAND

Table with 2 columns: DATE, DESCRIPTION. Row 1: 04/17/26, 02A-Add. No. 1

TS202
03/30/26
BID SET

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I CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF MARYLAND. LICENSE NUMBER 17213. EXPIRATION DATE 02.22.2027

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GP #22419
PSC #L12F064

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NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL
1608 EVA MAR BOULEVARD, BEL AIR, MARYLAND

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K-511 UTILITY DISTRIBUTION SYSTEM DETAILS CONT.
K-512 VENTILATION DETAILS
K-513 VENTILATION WIRING DIAGRAM
K-514 VENTILATION WIRING DIAGRAM CONT.
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S101F FOUNDATION AND SLAB ON GRADE PLAN - AREA F
S101G FOUNDATION AND SLAB ON GRADE PLAN - AREA G
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S101J FOUNDATION AND SLAB ON GRADE PLAN - LOADING DOCK AND SHADE STRUCTURE 3
S102A 2ND FLOOR AND MAIN ROOF FRAMING PLAN - AREA A
S102B PENTHOUSE FLOOR AND MAIN ROOF FRAMING PLAN - AREA B
S102C PENTHOUSE FLOOR AND MAIN ROOF FRAMING PLAN - AREA C
S102D PENTHOUSE FLOOR AND MAIN ROOF FRAMING PLAN - AREA D
S102E PENTHOUSE FLOOR AND MAIN ROOF FRAMING PLAN - AREA E
S102F MAIN ROOF FRAMING PLAN - AREA F
S102G MAIN ROOF FRAMING PLAN - AREA G
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S103A PENTHOUSE FLOOR AND ROOF FRAMING PLAN - AREA A
S103B PENTHOUSE ROOF FRAMING PLANS - AREAS B, C, D AND E
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S302 TYPICAL DETAILS
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S305 TYPICAL DETAILS
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M001 MECHANICAL GENERAL NOTES, ABBREVIATIONS & LEGEND
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M101B PART FIRST FLOOR PLAN - DUCTWORK - AREA B
M101C PART FIRST FLOOR PLAN - DUCTWORK - AREA C
M101D PART FIRST FLOOR PLAN - DUCTWORK - AREA D
M101E PART FIRST FLOOR PLAN - DUCTWORK - AREA E
M101F PART FIRST FLOOR PLAN - DUCTWORK - AREA F
M101G PART FIRST FLOOR PLAN - DUCTWORK - AREA G
M101H PART FIRST FLOOR PLAN - DUCTWORK - AREA H
M102A PART SECOND FLOOR PLAN - DUCTWORK - AREA A
M102H PART SECOND FLOOR PLAN - DUCTWORK - AREA H
M103 PART FLOOR PLAN - DUCTWORK - ALTERNATE #1
M201A PART FIRST FLOOR PLAN - HVAC PIPING - AREA A
M201B PART FIRST FLOOR PLAN - HVAC PIPING - AREA B
M201C PART FIRST FLOOR PLAN - HVAC PIPING - AREA C
M201D PART FIRST FLOOR PLAN - HVAC PIPING - AREA D
M201E PART FIRST FLOOR PLAN - HVAC PIPING - AREA E
M201F PART FIRST FLOOR PLAN - HVAC PIPING - AREA F
M201G PART FIRST FLOOR PLAN - HVAC PIPING - AREA G
M201H PART FIRST FLOOR PLAN - HVAC PIPING - AREA H
M202A PART SECOND FLOOR PLAN - HVAC PIPING - AREA A
M202H PART SECOND FLOOR PLAN - HVAC PIPING - AREA H

M L K J H G F E D C B A

M L K J H G F E D C B A

I CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF MARYLAND. LICENSE NUMBER 17213. EXPIRATION DATE 02.22.2027
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GP #22419
PSC #L12F064

LIST OF DRAWINGS - VOLUME 3
NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL
1608 EVA WAR BOULEVARD, BEL AIR, MARYLAND

Table with 2 columns: DATE, DESCRIPTION. Row 1: 04/17/26, 02A-ADD. No. 1

TS302
03/30/26
BID SET

LIST OF DRAWINGS - VOL. 3

- M203 PART FLOOR PLAN - HVAC PIPING - ALTERNATE #1
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M205 ROOF PLAN - HVAC - ALTERNATE #1
M301 MECHANICAL ROOM PLAN - HVAC
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M303 PENTHOUSE PLANS - HVAC
M304 PENTHOUSE PLANS - HVAC
M305 PENTHOUSE PLANS - HVAC
M401 MECHANICAL SCHEMATICS
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M501 MECHANICAL DETAILS
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M503 MECHANICAL DETAILS
M504 MECHANICAL DETAILS
M601 AUTOMATIC TEMPERATURE CONTROLS
M602 AUTOMATIC TEMPERATURE CONTROLS
M603 AUTOMATIC TEMPERATURE CONTROLS
M701 MECHANICAL SCHEDULES
M702 MECHANICAL SCHEDULES
M703 MECHANICAL SCHEDULES
M704 MECHANICAL SCHEDULES
M705 MECHANICAL SCHEDULES

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- P001 PLUMBING GENERAL NOTES, ABBREVIATIONS & LEGEND
P002 PLUMBING SCHEDULES
P100A PART FOUNDATION PLAN - PLUMBING - AREA A
P100B PART FOUNDATION PLAN - PLUMBING - AREA B
P100C PART FOUNDATION PLAN - PLUMBING - AREA C
P100D PART FOUNDATION PLAN - PLUMBING - AREA D
P100E PART FOUNDATION PLAN - PLUMBING - AREA E
P100F PART FOUNDATION PLAN - PLUMBING - AREA F
P100G PART FOUNDATION PLAN - PLUMBING - AREA G
P100H PART FOUNDATION PLAN - PLUMBING - AREA H
P101A PART FIRST FLOOR PLAN - PLUMBING - AREA A
P101B PART FIRST FLOOR PLAN - PLUMBING - AREA B
P101C PART FIRST FLOOR PLAN - PLUMBING - AREA C
P101D PART FIRST FLOOR PLAN - PLUMBING - AREA D
P101E PART FIRST FLOOR PLAN - PLUMBING - AREA E
P101F PART FIRST FLOOR PLAN - PLUMBING - AREA F
P101G PART FIRST FLOOR PLAN - PLUMBING - AREA G
P101H PART FIRST FLOOR PLAN - PLUMBING - AREA H
P102A PART SECOND FLOOR PLAN - PLUMBING - AREA A
P102H PART SECOND FLOOR PLAN - PLUMBING - AREA H
P103 ROOF PLAN - PLUMBING
P201 PART FLOOR PLANS - PLUMBING - AREA A
P202 PART FLOOR PLANS - PLUMBING - AREA B
P203 PART FLOOR PLANS - PLUMBING - AREA E
P204 PART FLOOR PLANS - PLUMBING - AREA F
P205 PART FLOOR PLANS - PLUMBING - AREA G
P206 PART FLOOR PLANS - PLUMBING - AREA H
P207 PART FLOOR PLANS - PLUMBING - PENTHOUSES
P208 PART FLOOR PLANS - PLUMBING - PENTHOUSES
P209 PART FLOOR PLANS - PLUMBING - ALTERNATE
P210 PART FLOOR PLANS - PLUMBING - ALTERNATE
P301 PLUMBING RISER DIAGRAM - DOMESTIC WATER
P302 PLUMBING RISER DIAGRAM - DOMESTIC WATER
P303 PLUMBING RISER DIAGRAM - DOMESTIC WATER
P304 PLUMBING RISER DIAGRAM - DOMESTIC WATER
P305 PLUMBING RISER DIAGRAM - SANITARY
P306 PLUMBING RISER DIAGRAM - SANITARY
P307 PLUMBING RISER DIAGRAM - SANITARY
P308 PLUMBING RISER DIAGRAM - SANITARY
P309 PLUMBING RISER DIAGRAM - FIRE PROTECTION & NATURAL GAS
P401 PLUMBING DETAILS
P402 PLUMBING DETAILS
P403 PLUMBING DETAILS
P404 PLUMBING DETAILS

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E003 LIGHTING FIXTURE SCHEDULE
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E012 OVERALL SECOND FLOOR PLAN - ELECTRICAL
E013 OVERALL ROOF PLAN - ELECTRICAL
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E101B PART FIRST FLOOR PLAN - POWER - AREA B
E101C PART FIRST FLOOR PLAN - POWER - AREA C
E101D PART FIRST FLOOR PLAN - POWER - AREA D
E101E PART FIRST FLOOR PLAN - POWER - AREA E
E101F PART FIRST FLOOR PLAN - POWER - AREA F
E101G PART FIRST FLOOR PLAN - POWER - AREA G
E101H PART FIRST FLOOR PLAN - POWER - AREA H
E102A PART SECOND FLOOR PLAN - POWER - AREA A
E102H PART SECOND FLOOR PLAN - POWER - AREA H
E103 ROOF PLAN - POWER
E104 PART FLOOR PLANS - POWER - ALTERNATE
E201A PART FIRST FLOOR PLAN - LIGHTING - AREA A
E201B PART FIRST FLOOR PLAN - LIGHTING - AREA B
E201C PART FIRST FLOOR PLAN - LIGHTING - AREA C
E201D PART FIRST FLOOR PLAN - LIGHTING - AREA D
E201E PART FIRST FLOOR PLAN - LIGHTING - AREA E
E201F PART FIRST FLOOR PLAN - LIGHTING - AREA F
E201G PART FIRST FLOOR PLAN - LIGHTING - AREA G
E201H PART FIRST FLOOR PLAN - LIGHTING - AREA H
E202A PART SECOND FLOOR PLAN - LIGHTING - AREA A
E202H PART SECOND FLOOR PLAN - LIGHTING - AREA H
E203 ROOF PLAN/PENTHOUSE - LIGHTING
E204 PART FLOOR PLANS - LIGHTING - ALTERNATE
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E301B PART FIRST FLOOR PLAN - FIRE ALARM - AREA B
E301C PART FIRST FLOOR PLAN - FIRE ALARM - AREA C
E301D PART FIRST FLOOR PLAN - FIRE ALARM - AREA D
E301E PART FIRST FLOOR PLAN - FIRE ALARM - AREA E
E301F PART FIRST FLOOR PLAN - FIRE ALARM - AREA F
E301G PART FIRST FLOOR PLAN - FIRE ALARM - AREA G
E301H PART FIRST FLOOR PLAN - FIRE ALARM - AREA H
E302A PART SECOND FLOOR PLAN - FIRE ALARM - AREA A
E302H PART SECOND FLOOR PLAN - FIRE ALARM - AREA H
E303 ROOF PLAN - FIRE ALARM
E304 PART FLOOR PLANS - FIRE ALARM - ALTERNATE
E401 PART FLOOR PLANS - ELECTRICAL
E402 PART FLOOR PLANS - ELECTRICAL
E403 PART ROOF PLAN - POWER - PENTHOUSE

LIST OF DRAWINGS - VOL. 3

- E404 PART FLOOR PLANS - ELECTRICAL - ELECTRICAL ROOMS
E501 ELECTRICAL DETAILS
E502 ELECTRICAL DETAILS
E503 ELECTRICAL DETAILS
E601 ELECTRICAL ONE-LINE DIAGRAM - PUBLIC DAY SCHOOL
E602 ELECTRICAL ONE-LINE DIAGRAM - ELEMENTARY SCHOOL
E701 ELECTRICAL SCHEDULES
E702 SWITCHBOARD SCHEDULES - MAIN ELEC RM G1
E703 PANELBOARD SCHEDULES - MAIN ELEC RM G1
E704 PANELBOARD SCHEDULES - ELEC RM A1
E705 PANELBOARD SCHEDULES - ELEC RM B1
E706 PANELBOARD SCHEDULES - ELEC RM C1
E707 PANELBOARD SCHEDULES - ELEC RM D1
E708 PANELBOARD SCHEDULES - ELEC RM E1
E709 PANELBOARD SCHEDULES - ELEC RM F1
E710 PANELBOARD SCHEDULES - ELEC RM H1A
E711 PANELBOARD SCHEDULES - ELEC RM H1B
E712 PANELBOARD SCHEDULES - ELEC RM H2A
E713 PANELBOARD SCHEDULES - ELEC RM H2B
E714 PANELBOARD SCHEDULES - PENTHOUSES
E715 PANELBOARD SCHEDULES - EMERGENCY
E716 PANELBOARD SCHEDULES - EMERGENCY - PENTHOUSES

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- T001 TECHNOLOGY GENERAL NOTES
T002 TECHNOLOGY SITE PLAN
T003 TECHNOLOGY OVERALL FIRST FLOOR PLAN
T004 TECHNOLOGY OVERALL SECOND FLOOR PLAN
T101A TECHNOLOGY FIRST FLOOR PLAN - AREA A
T101B TECHNOLOGY FIRST FLOOR PLAN - AREA B
T101C TECHNOLOGY FIRST FLOOR PLAN - AREA C
T101D TECHNOLOGY FIRST FLOOR PLAN - AREA D
T101E TECHNOLOGY FIRST FLOOR PLAN - AREA E
T101F TECHNOLOGY FIRST FLOOR PLAN - AREA F
T101G TECHNOLOGY FIRST FLOOR PLAN - AREA G
T101H TECHNOLOGY FIRST FLOOR PLAN - AREA H
T102A TECHNOLOGY SECOND FLOOR PLAN - AREA A
T102H TECHNOLOGY SECOND FLOOR PLAN - AREA H
T103 TECHNOLOGY ALTERNATE FLOOR PLANS - AREA H
T901 TECHNOLOGY FACEPLATE DETAILS
T902 TECHNOLOGY PATHWAY DETAILS
T903 TECHNOLOGY ROOM AND RACK DETAILS 1
T904 TECHNOLOGY ROOM AND RACK DETAILS 2
T905 PUBLIC ADDRESS SYSTEM DETAILS
T906 ACCESS CONTROL AND INTRUSION DETECTION
T907 CCTV SYSTEM
T908 ELEVATOR AREA OF REFUGE SYSTEM

M L K J H G F E D C B A

M L K J H G F E D C B A

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GP #22419 PSC #L12F064

LIST OF DRAWINGS - VOLUME 3 CONT. NEW COMBINATION HARFORD ACADEMY & ELEMENTARY SCHOOL 1608 EVA MAR BOULEVARD, BEL AIR, MARYLAND

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TS303 03/30/26 BID SET