



OFFICE OF PURCHASING

6751 Columbia Gateway Drive, Suite 226  
Columbia, MD 21046  
(410) 313-6370  
Tax Exemption No. 30001219

HIGHLAND TURF INC  
DBA HTI CONTRACTORS  
4539 SYKESVILLE ROAD  
FINKSBURG MD 21048

Service Contract	
Contract Number:	4400003631
Vendor Number:	1102757
Date:	07/20/2018
Contract Term:	07/19/2018 to 07/18/2020
Header Target:	\$4,000,000.00
Ceiling Value:	11,051,262.50 Over 5 Years
Buyer:	Michael V. Decker, CPPB
Telephone:	410-313-6375
Fax Number:	410-313-6388
Email:	mdecker@howardcountymd.gov

**Delivery Terms:** Free On Board Destination  
**Payment Terms:** Net Due Within 30 Days

Contract text:  
Invitation for Bid No. 2018-52 and Agreement CA 034-2018, On-Call Water and Sewer Construction

Performance Bond No MDC53550 and  
Payment Bond No. NVA1432.

This is a multiple award contract and represents one of four awarded contracts.

This contract is for more than one year, but is a requirements-type contract that does not require the payment of funds from appropriations of a later fiscal year.

Contract Change No. 1, 05/21/2019. This contract change is for the purpose of exercising the first of 4 one-year renewal options for the period of 07/19/2019 to 07/18/2020. All other terms and conditions remain unchanged.

All invoices shall reflect the Contract Number, release Purchase Order Number, and the contract Line Item Numbers.

The vendor must maintain, in full force and current, the insurance coverage required under the terms and conditions of this contract while this contract is in effect, including any renewal terms.

This contract contains an EBO subcontracting goal. Based on the EBO Schedule of Participation submitted to the County, the subcontracting goal on this contract is 15%. You are required to make a genuine good faith effort to meet the subcontracting goal. In accordance with EBO Program Manual Sec. VI(g), the County reserves the right to undertake periodic reviews of your records to determine compliance.

The Ceiling Value is representative of multiple contract terms and does not represent the value of one year's services.

Vendor Contact: JB McNichol, 410-781-0155, jbmcnichol@hticontractors.net



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Agency Contact: Daniel Davis, Bureau of Engineering - Utility Design, 410-313-6123,  
ddaniel@howardcountymd.gov

Item	NIGP Code	Description	Unit	Price
1	91345	Construction, Proj. Mngr/est/Sup Price(Contract/Bid)	1 HR	40.00 USD
Material Text: Construction, On-Call Water and Sewer, Project Manager/Estimator/Superintendent				
2	91345	Construction, SHA Cert. Traf. Cntrl Mger Price(Contract/Bid)	1 HR	1.00 USD
Material Text: Construction, On-Call Water and Sewer, SHA Certified Traffic Control Manager				
3	91345	Construction, Foreman Price(Contract/Bid)	1 HR	85.00 USD
Material Text: Construction, On-Call Water and Sewer, Foreman				
4	91345	Construction, Backhoe Operator Price(Contract/Bid)	1 HR	65.00 USD
Material Text: Construction, On-Call Water and Sewer, Backhoe Operator				
5	91345	Construction, Truck Driver Price(Contract/Bid)	1 HR	40.00 USD
Material Text: Construction, On-Call Water and Sewer, Truck Driver				
6	91345	Construction, Laborer 1 Price(Contract/Bid)	1 HR	32.00 USD
Material Text: Construction, On-Call Water and Sewer, Laborer 1				
7	91345	Construction, Laborer 2		



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		Price(Contract/Bid)	1 HR	32.00 USD
		Material Text: Construction, On-Call Water and Sewer, Laborer 2		
8	91345	Construction, Laborer 3		
		Price(Contract/Bid)	1 HR	32.00 USD
		Material Text: Construction, On-Call Water and Sewer, Laborer 3		
9	91345	Construction, Mobilization, LS, per Job		
		Price(Contract/Bid)	1 EA	750.00 USD
		Material Text: Construction, On-Call Water and Sewer, Mobilization, Lump Sum Only, Per Job		
10	91345	Construction, Cpcty Pck-up Trck, 3/4ton		
		Price(Contract/Bid)	1 HR	1.00 USD
		Material Text: Construction, On-Call Water and Sewer, Capacity Pick Up Truck, 3/4 Ton Capacity.		
11	91345	Construction, Dump Trck, 8 Cubic Yds		
		Price(Contract/Bid)	1 HR	20.00 USD
		Material Text: Construction, On-Call Water and Sewer, Dump Truck , 8 Cubic Yards.		
12	91345	Construction, Backhoe/Loader		
		Price(Contract/Bid)	1 HR	40.00 USD
		Material Text: Construction, On-Call Water and Sewer, Backhoe/Loader, Rubber Tired, 1CY, 60 HP, 17 ft Reach.		
13	91345	Construction, Trench Sheild		
		Price(Contract/Bid)	1 HR	1.00 USD
		Material Text: Construction, On-Call Water and Sewer, Trench Shield (Box), 6'X8', 4-inch Double Wall.		
14	91345	Construction, Tamper		



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Item	NIGP Code	Description	Unit	Price
		Price(Contract/Bid)	1 HR	1.00 USD
Material Text: Construction, On-Call Water and Sewer, Tamper (suitable for hydraulic attachment to Backhoe/Loader).				
15	91345	Construction, Wtr Mn Tapping Machine		
		Price(Contract/Bid)	1 HR	1.00 USD
Material Text: Construction, On-Call Water and Sewer, Water Main Tapping Machine, 3/4 inch to 1 inch				
16	91345	Construction, Air Missile		
		Price(Contract/Bid)	1 HR	1.00 USD
Material Text: Construction, On-Call Water and Sewer, Air Missile, minimum 2 inch.				
17	91345	Construction, Sewer Manhole Core Mchne		
		Price(Contract/Bid)	1 HR	1.00 USD
Material Text: Construction, On-Call Water and Sewer, Sewer Manhole Core Machine, 4,6, and 8 inch Capacity.				
18	91345	Construction, Road Saw		
		Price(Contract/Bid)	1 HR	10.00 USD
Material Text: Construction, On-Call Water and Sewer, Self Propelled Road Saw for Concrete / Asphalt.				
19	91345	Construction, Rock Drill		
		Price(Contract/Bid)	1 HR	1.00 USD
Material Text: Construction, On-Call Water and Sewer, Rock Drill, 2 inch Bit				
20	91345	Construction, Air Compressor (125 CFM)		
		Price(Contract/Bid)	1 HR	20.00 USD
Material Text: Construction, On-Call Water and Sewer, Air Compressor (125 CFM).				



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Item	NIGP Code	Description	Unit	Price
21	91345	Construction, Directional Drilling Price(Contract/Bid)	1 HR	75.00 USD
Material Text: Construction, On-Call Water and Sewer, Directional Drilling Unit, services up to 2 inch.				
22	91345	Construction, Steel Plate Price(Contract/Bid)	1 HR	1.00 USD
Material Text: Construction, On-Call Water and Sewer, Steel Plates (2), minimum size 8' X 6' X 3/4".				
23	91345	Construction, Hydrlic Rock Breaker Price(Contract/Bid)	1 HR	15.00 USD
Material Text: Construction, On-Call Water and Sewer, Hydraulic Rock Breaker - Backhoe attached (suitable for Backhoe/Loader).				
24	91345	Const. Crawler Mntd. Hydra Excavator Price(Contract/Bid)	1 HR	60.00 USD
Material Text: Construction, On-Call Water and Sewer, Crawler Mounted (track) Hydraulic Excavator, 66,000 lbs Capacity.				
25	91345	Construction, Material Mark-Up Markup (%)		10.00 %
Material Text: Construction, On-Call Water and Sewer, Materials Mark-Up (See Section A, Paragraph 20). In no case shall the Contractor's Mark-up percentage for materials exceed 10%.				
26	91345	Construction, Subcontractor Mark-Up Markup (%)		15.00 %
Material Text: Construction, On-Call Water and Sewer, Subcontractor Mark-Up (See Section A, Paragraph 21). In no case shall the Contractor Mark-up percentage for subcontracted work exceed 15%.				
27	91345	Const. Performance and Payment Bond Markup (%)		2.00 %



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Item	NIGP Code	Description	Unit	Price
Material Text: Construction, On-Call Water and Sewer, Performance and Payment Bond (See Section A, Paragraph 22). In no case shall the Contractor Mark-up percentage for Performance and Payment Bonds exceed 2%.				

**TERMS AND CONDITIONS APPLICABLE TO CONTRACTS**

1. This is notice that the Contract referenced above has been awarded to you based on the bid or proposal you submitted. All terms, conditions and specifications of the solicitation, when the result of a solicitation, will apply to all orders.
2. Any County agency authorized to purchase from this Contract must issue a release Purchase Order and reference the Contract number and line number for each of the goods and/or services on the Contract.
3. This is not an order to ship goods or begin services. A release Purchase Order must be issued before you are authorized to ship goods or begin services.
4. Changes in goods to be furnished or services to be performed are not permitted unless approved by the Office of Purchasing prior to goods being shipped or services being performed. Prior approval of the Office of Purchasing is also required before goods or services can be added or deleted.
5. The Contractor must supply actual goods and services ordered at the Contract price.
6. Contractors must maintain, in full force and current, the insurance coverage required under the terms and conditions of this Contract while this Contract is in effect, including any renewals thereof.
7. The County is exempt from State and Federal Excise Taxes. Maryland Sales and Use Tax Exemption Certificate No. 30001219.
8. Invoices for release Purchase Orders against this Contract must include:
  - a. Contractor's name;
  - b. Address;
  - c. Federal tax identification number;
  - d. Contract number (the first two digits are 44XXXXXXXX) and Contract Line number (shown under each item description as 44XXXXXXXX/X – the last digit is the Contract Line number);
  - e. Purchase Order number (the first digit is 2XXXXXXXX);
  - f. Unit price and extended price (the unit price must match a Contract Line on the Contract); and
  - g. Description of goods provided and/or services performed as show on this Contract.
9. Termination
  - a. Termination for Convenience: The County may terminate this Contract, in whole or in part, whenever the County determines that such termination is in the best interest of the County, without showing cause, upon giving at least 30 days written notice to the Contractor. The County shall pay all reasonable costs incurred by the Contractor up to the date of termination. However, in no event shall the Contractor be paid an amount which exceeds the price bid for the work performed or goods delivered. The Contractor shall not be reimbursed for any profits which may have been anticipated but which have not been earned up to the date of termination.
  - b. Termination for Default: When the Contractor has not performed or has unsatisfactorily performed one or more material terms of the Contract, the County may terminate the Contract for default. Upon termination for default, payment may be withheld at the discretion of the County. Failure on the part of a Contractor to fulfill the Contractual obligations of this Contract shall be considered just cause for termination of the Contract. If the damages exceed the undisbursed sums available for compensation, the County shall not be obligated to make any further disbursements hereunder. The Contractor will be paid for work satisfactorily performed prior to termination less any excess costs incurred by the County in reprocurring and completing the work or obtaining the goods.
10. Remedies for Default



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- a. The County shall have the right upon the happening of any default, without providing notice to the Contractor:
  - i. In addition to other available rights and remedies, to terminate the Contract immediately, in whole or in part;
  - ii. To suspend the Contractor's authority to receive any undisbursed funds; and/or
  - iii. To proceed at any time or from time to time to protect and enforce all rights and remedies available to the County, by suit or any other appropriate proceedings, whether for specific performance of any covenant, term or condition set forth in this Contract, or for damages or other relief, or proceed to take any action authorized or permitted under applicable law or regulations.
- b. Upon termination of this Contract for default, the County may elect to pay the Contractor for services provided and/or goods delivered up to the date of termination, less the amount of damages caused by the default. If the damages exceed the undisbursed sums available for compensation, the County shall not be obligated to make any further disbursements hereunder.

**11. Remedies Cumulative and Concurrent**

No remedy herein conferred upon or reserved to the County is intended to be exclusive of any other remedies provided for in this Contract, and each and every such remedy shall be cumulative, and shall be in addition to every other remedy given hereunder, or under this Contract, or now or hereafter existing at law or in equity or by statute. Every right, power and remedy given to the County shall be concurrent and may be pursued separately, successively or together against the Contractor, and every right, power and remedy given to the County may be exercised from time to time as often as may be deemed expedient by the County.

**Buyer**

**Authorized Signature**