

Where can I find current bid opportunities?

BCPS posts all available bid opportunities electronically on the following websites: [Invitation for Bids](#) or [E-Maryland Marketplace](#) , or call the Bidder's Hotline at 410-887-7819.

Construction, renovation and new school construction projects can also be found at the Internet Virtual Plan Room, Gardens Reprographics, at <http://www.cdibalt.com/viprlist.htm>.

If I am an MDOT-certified MBE or Woman-owned business, can I count my work towards the accomplishment of the goals or sub-goals?

Yes, you may count your efforts towards meeting the goal in the appropriate area. You must still meet all of the goals and sub-goals in addition to your contribution.

If I am an MDOT-certified MBE or Woman-owned business, can I self-perform without subcontracting?

No. All bidders must put forth a good faith effort to achieve both the overall goal and the established sub-goals for each project.

My certification is pending. Can I count my participation toward the goal?

No. The MDOT certification must be completed and approved.

Where can I find potential sub-contractors or suppliers?

Refer to the MDOT website to search for possible candidates:

www.mdot.state.md.us.

For a MDOT listing sorted by construction division click here: [MBE Contractors](#)

Where can I find a current list of General Contractors for a particular project?

Visit the Internet Virtual Plan Room, Gardens Reprographics, at <http://www.cdibalt.com/viprlist.htm>

Do I need to be pre-qualified through Baltimore County Department of Public Works (BCDPW)?

In order to bid as a general contractor, you will need to be pre-qualified. Pre-qualification takes about 60 days. Pre-qualification is done through Baltimore County Department of Public Works Contracts Division. Click here for more information: [General Contractor Prequalification](#).

Is there any help available for completing the MBE forms for a bid?

Contact the [MBE Officer](#) or the [MBE Outreach Consultant](#) by email, or call the office at 410-887-4334. They can answer questions and provide help with forms.

How important is accuracy in filling out the forms?

It is EVERYTHING. A [sample of completed forms](#) is available on this website. You may refer to them as you complete your forms.

We are required to find a bid non-responsive for such things as:

- errors in information
- mistakes made in calculations
- failure to complete a box correctly
- leaving a box blank

Are there any mistakes that are common?

The #1 Mistake is blank boxes or spaces.

Don't miss Boxes 8 & 9 and the bottom section on Attachment B.

Make sure to mark the appropriate check-box on Attachment A.

The #2 Mistake is errors in arithmetic.

Check the arithmetic in Boxes 8 & 9 on Attachment B.

Make sure figures agree in different areas on Attachment B

Make sure there are signatures where requested on all forms.

If I am not the lowest bidder, why do I have to complete the additional forms, per the request from the Purchasing Agent?

It is important to send in the completed forms. There are instances in which an alternate bidder must be chosen.

Are waivers granted in whole or in part?

Waivers may be granted in whole or in part in particular circumstances. However, the Goals are set based on the availability of MDOT sub-contractors and suppliers and historical data, and are felt to be achievable. Therefore, the good faith effort must be exhaustive, and the documentation must be complete. Click here for more information on [Waiver guidelines](#).

How do I find out the results of a bid?

Attend the public bid opening.

Send an e-mail to the Purchasing Agent identifying the bid number. This information may take a few days, pending the final evaluation of the bid responses.

Can I change my MBE participation once the contract is approved?

The general contractor may add participation, including a new MBE sub-contractor or supplier at any time during the course of a project by completing and submitting a revised Attachment B and a corresponding Attachment D to the MBE Officer. In order to remove a minority sub-contractor or supplier, the general contractor must provide to the MBE Officer written documentation of a performance issue, or a written refusal from the sub-contractor detailing his/her inability to perform. The removal request will be reviewed and either accepted or rejected by the MBE Officer. The general contractor will be expected to maintain the total level of MBE participation on the project.

What should I do if I am having trouble being paid by a general contractor?

Begin by escalating the non-payment issue within the General Contractor's company. If unsuccessful, contact the BCPS Project Manager in the Office of Engineering and Construction. If you still have questions, you may then contact the Purchasing Agent or the [MBE Officer](#). You will need to provide written details of unpaid invoice numbers and dates. A copy of the general contractor's payment bond may be requested in writing. Send the request to the [BCPS Contracting Assistant](#) .

If a general contractor does not meet the promised percentages on Attachment B at the completion of the project, what are the repercussions?

The contractor must provide written documentation to explain the differences between the promised and achieved percentages. BCPS will review and confirm the assertions made in the documentation. The achievement of the MBE goals will be considered in the overall evaluation of a contractor's performance.