

REQUEST

FOR

PROPOSALS

FOR

CONSTRUCTION PHASE ENGINEERING SERVICES

AT THE KANE STREET SANITATION YARD

For

THE MAYOR AND CITY COUNCIL OF BALTIMORE, MARYLAND

BY

THE NORTHEAST MARYLAND WASTE DISPOSAL AUTHORITY

Issued: August 10, 2026

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**REQUEST FOR PROPOSALS
FOR
CONSTRUCTION PHASE ENGINEERING SERVICES
AT THE KANE STREET SANITATION YARD FOR THE MAYOR AND CITY COUNCIL OF BALTIMORE,
MARYLAND
BY
THE NORTHEAST MARYLAND WASTE DISPOSAL AUTHORITY**

The Northeast Maryland Waste Disposal Authority (Authority) is seeking a qualified firm with the technical expertise to provide all labor, tools, material, and skills necessary to perform construction phase engineering services at the Kane Street Sanitation Yard (Facility), owned and operated by the City of Baltimore, Department of Public Works, Bureau of Solid Waste. The successful Offeror will fulfill the role of Engineer during construction of renovations to include such tasks as providing clarification to the General Contractor on questions regarding the construction documents, submittal review, revision of construction documents, as necessary, attendance at progress meetings, as-built drawing review, and permit coordination.

The Authority was established in 1980 as a public corporation by Title 3, Subtitle 9 of the Natural Resources Article of the Maryland Code to assist its participating political subdivisions of Maryland and other public entities in providing adequate solid waste disposal facilities, including facilities for the generation of steam, electricity or fuels and recovery of materials that are derived from or are otherwise related to waste disposal. Participating jurisdictions (the “Members”) include Baltimore City and Anne Arundel, Baltimore, Carroll, Frederick, Harford, Howard, and Montgomery Counties. Maryland Environmental Service, an instrumentality of the State of Maryland, is an ex-officio member. The Authority acts as a coordinating agency for solid waste management projects. Additional information on the Authority is on our web page, www.nmwda.org.

Copies of the Request for Proposals are available from the Northeast Maryland Waste Disposal Authority at 410-333-2730, procurement@nmwda.org, or at the address below:

Northeast Maryland Waste Disposal Authority
Tower II – Suite 402
100 South Charles Street
Baltimore, MD 21201-2705

Proposals will be accepted **until 4:00 PM Local Time on Friday September 11, 2026**. All references to time in this RFP refer to Local Time.

Andrew Kays, Executive Director

**REQUEST FOR PROPOSALS
FOR
CONSTRUCTION PHASE ENGINEERING SERVICES
AT THE KANE STREET SANITATION YARD
FOR THE MAYOR AND CITY COUNCIL OF BALTIMORE, MARYLAND**

Offerors are invited to submit proposals in conformance with the requirements described below:

PART I - PROPOSAL INFORMATION

1.1 PURPOSE:

The Northeast Maryland Waste Disposal Authority (the “Authority”) is seeking a qualified firm (the “Offeror”) with the technical expertise to provide all labor, tools, material, and skills necessary to perform construction phase engineering services at the Kane Street Sanitation Yard (the “Facility”), owned and operated by the City of Baltimore (the “City”), Department of Public Works, Bureau of Solid Waste. The Offeror will support the City and Authority in the engineering role during construction. Services include but are not limited to providing clarification to the General Contractor on questions regarding the construction documents, submittal review, revision of construction documents, as necessary, attendance at progress meetings, as-built drawing review, and permit coordination.

1.2 CONTACT PERSON:

Any communication regarding this RFP must be made to the attention of “**CITY OF BALTIMORE KANE STREET SANITATION YARD CONSTRUCTION PHASE ENGINEERING SERVICES**” in writing, and directed to procurement@nmwda.org or Northeast Maryland Waste Disposal Authority, 100 South Charles Street, Tower II – Suite 402, Baltimore, MD 21201. Prior to award of this contract, Offerors should not initiate any communications related to this RFP with Authority staff, or with employees or local elected officials of any Member Jurisdiction. Any communications other than to procurement@nmwda.org may result in the disqualification of an Offeror’s proposal.

1.3 PRE-PROPOSAL MEETING:

A pre-proposal meeting will be held on **Tuesday, August 18, 2026 at 3:00 PM**. The pre-proposal meeting will take place at the Kane Street Sanitation Yard located at 111 Kane Street, Baltimore, MD 21224. Participants are encouraged to attend the pre-proposal conference, but not required to attend in order to respond to this RFP. Potential attendees must RSVP to procurement@nmwda.org no later than **4:00 PM, on Monday, August 17, 2026**. Offerors may conduct a visual survey of the site but are not permitted to undertake invasive investigations during the proposal process.

1.4 WRITTEN QUESTIONS:

Prospective Offerors may submit written questions concerning this RFP to the attention of **"CITY OF BALTIMORE KANE STREET SANITATION YARD CONSTRUCTION PHASE ENGINEERING SERVICES,"** to procurement@nmwda.org. The Authority will endeavor to respond, in writing, to requests for information submitted in writing by **4:00 PM on Friday, August 21, 2026**; however, the Authority makes no assurance that written responses will be tendered if, in the opinion of the Authority, such information is evident in the RFP or goes beyond the intended scope of this solicitation. Any written responses to questions made shall be emailed to all prospective Offerors who requested a copy of this RFP and posted on the Authority's website at www.nmwda.org.

1.5 AMENDMENT OR CANCELLATION OF THIS RFP:

If this RFP requires amendment, written notice of the amendment will be given by means of an addendum to all prospective Offerors who requested a copy of this RFP or who submitted the Offeror's Contact Information Form. Such information also will be posted on the Authority's website at www.nmwda.org. Receipt of addenda must be acknowledged in writing by prospective Offerors to the Authority. Acknowledgment by e-mail is permitted. Copies of the acknowledgments are to be included in the proposal. The Authority reserves the right to modify, amend or cancel this RFP if the Authority determines, in its sole discretion, that it is in the best interest of the Authority to do so.

1.6 SUBMISSION REQUIREMENTS:

An experienced engineering firm will be engaged to complete the required effort. Firms receiving this Request for Proposal (RFP) are expected to provide a proposal responsive to the Scope of Services. Technical and Cost Proposals shall be submitted separately to procurement@nmwda.org, with the subject lines **"CITY OF BALTIMORE KANE STREET SANITATION YARD CONSTRUCTION PHASE ENGINEERING SERVICES: Technical Proposal"** and **"CITY OF BALTIMORE KANE STREET SANITATION YARD CONSTRUCTION PHASE ENGINEERING SERVICES: Cost Proposal"** and are due no later than 4:00 PM on Friday, September 11, 2026.

No hardcopies are required. Submissions are to be sent to the Authority procurement email address at procurement@nmwda.org.

The technical proposal must include a statement of the firm's qualifications, three to five projects of a similar nature completed within the last five years, and résumés of staff that will be assigned to this project. Current contact information for these reference projects must be included. A matrix of the project team and their participation in the reference projects must be included as a separate page. The technical proposal must also include a detailed scope of work, corresponding to the tasks within the scope, describing the proposed approach to the completion of this project.

Cost proposals shall be broken down by task indicating the number of hours and expenses proposed for each task (Task). The cost proposals are to be presented as a PDF and in an unlocked current version of MS Excel. The Excel file must show the build-up of the per Task pricing. This will be a time and materials contract with a not to exceed price for the work. Lump Sum proposals (for the totality of the project) will not be accepted; however, sub-contractor efforts, such as survey work may be lump sum).

Proposals will be a maximum of 20 pages in length, for Sections 1 through 7 as described below. Sections 8 and 9 will not count toward the page limit requirements. Refer to the Table below for maximum page limits per Section. Proposals shall be organized in the following manner:

Section 1 – Transmittal Letter/Cover Letter.

Section 2 – Organization Chart showing key individuals and area(s) of experience for municipal projects, including a listing of Maryland licensed Professional Engineers.

Section 3 – Description of Key Projects, highlighting experience in Maryland and Baltimore City on design and construction of government office and solid waste operational facilities.

Section 4 – Résumés and Current Position of Key Individuals (to include key subcontractors if the Offeror shall use said subcontractor to meet one or more of the tasks). Resumes shall be one (1) page per key individual. This should include a matrix wherein the project team experience in the reference projects is presented. Experience from previous firms may be noted.

Section 5 – References (to include key subcontractors if the Offeror shall use said subcontractor to meet one or more of the tasks).

Section 6 – Work Plan and Project Schedule. The schedule for the deliverables must be in the overall Project Schedule as well as presented as a separate file.

Section 7 – Price Proposal.

Section 8 – Statements/Documents of Compliance. Non-Segregated Facilities, Drug Free Workplace Policy, current Maryland State Department of Assessments and Taxation (“MDS DAT”) Certificates for all firms in the proposals or statement agreeing to provide the required Statements and Certificates prior to executing the Contract.

Section 9 – Comments on the draft form of Contract.

Section Description	Max Page Limit (double-sided)
Section 1 – Transmittal Letter/Cover Letter	1
Section 2 – Organization Chart	1
Section 3 – Description of Key Projects	5
Section 4 – Résumés and Current Position of Key Individuals	5
Section 5 – References	1
Section 6 – Work Plan and Project Schedule	5
Section 7 – Price Proposal	2
Total Pages	20
Section 8 – Statements/Documents of Compliance	N/A
Section 9 – Comments on the Project Scope	N/A

If the Offeror’s proposal is longer than 20 pages for Sections 1 through 7, it will be considered non-responsive.

1.7 DISCLOSURE:

Offerors should identify those portions of their proposals that they consider to be confidential, proprietary commercial information, or trade secrets, and provide justification why such materials, upon request, should not be disclosed by the Authority under the Maryland Public Information Act, Title 4 under the General Provisions Article of the Maryland Code. Offerors are advised that, upon request for this information from a third party, the Authority is required to determine independently whether the information can be withheld under the law. If the Authority determines that materials marked as confidential must be disclosed under the law, the Authority will notify the Offeror in advance of releasing the information to permit the Offeror to take independent action to protect the information. Offerors agree that the Authority has no liability for release of information it determines in good faith must be disclosed under the law.

1.8 INCURRED EXPENSES:

The Authority is not responsible for any expenses that Offerors may incur in preparing and submitting proposals.

1.9 ACCEPTANCE OF TERMS AND CONDITIONS:

By submitting a proposal in response to this RFP, the Offeror accepts all the terms and conditions set forth in this RFP (including the draft contract in substantially the form thereof (see Exhibit 3), unless otherwise noted and agreed to during the open question period.

Furthermore, by submitting a proposal in response to this RFP, the Offeror accepts and acknowledges that the Authority is performing this project in conjunction with Baltimore City and its designated staff and agents will be an integral project partner and deliverable reviewer on all project-related activities.

1.10 PROCUREMENT REGULATIONS:

Any contract entered into as a result hereof, is not subject to the provisions of the State Finance and Procurement Article, but is governed by Section 3-921 of the Natural Resources Article of the Annotated Code of Maryland and COMAR 14.13.01.01 et seq.

1.11 Equal Employment Opportunity:

Offerors shall comply with all applicable federal, state and local laws and regulations pertaining to equal employment opportunity. The Offeror is responsible for determining the applicability of these provisions and extent of compliance.

PART II - CONTRACT INFORMATION AND PROPOSED CONTRACT PROVISIONS

2.1 PARTIES TO THE CONTRACT:

The Authority and the Offeror shall enter into the Service Contract. The City is an explicit third-party beneficiary of the RFP and the resulting Service Contract. The draft Service Contract is attached hereto as Exhibit 3.

2.2 CONTRACT TERM:

The term for this effort will commence on the Effective Date and shall extend for 24 months and will be set forth in the resulting Service Contract.

2.3 COMPENSATION AND METHOD OF PAYMENT:

The Offeror is expected to submit monthly invoices, including a description of work performed relating to the period of the invoice pursuant to the terms of the Service Contract (see attached draft of Service Contract at Exhibit 3).

2.4 INSURANCE:

The Offeror must have or be willing to obtain insurance with the minimum terms shown in the draft Service Contract. If the Offeror does not currently have the minimum insurance required, the Offeror must be willing, at its own cost, to obtain such insurance and provide the necessary certificates of insurance prior to the signing of the Contract.

PART III – SCOPE, QUALIFICATIONS, SCHEDULE, AND PRICING

3.1 SCOPE:

Offerors must provide a Scope of Work which includes all of the following scope components for the role of Engineer described below. The Scope of Work must be of sufficient detail to allow the City to understand the approach planned by the Offeror. The Offeror may include additional activities as necessary to comprehensively meet the objectives of this project.

The renovation project (the “Project”) includes the replacement or repair of the following elements of the Facility: temporary office and worker facilities, parking areas, landscaping/drainage, offices, locker rooms/lavatory, plumbing, storage, fire suppression, security, heating, ventilation, and air conditioning (HVAC), roofing and building envelope, electric and power supply, and concrete flooring. The Engineer role is a part of following team of agencies and professional firms:

- General Contractor – Performs the work of construction of the Facility renovations as detailed in the construction documents
- Engineer – performs the scope of work detailed in Tasks #1 through #6 below.
- Construction Manager / Inspector (CM/I)– a firm hired by the City or Authority under a separate procurement to perform daily inspection, supervise or perform materials testing to ensure compliance with construction documents, organize and document progress meetings, manage all project communication, document progress and completion of construction tasks, review red-line drawings, and manage preparation of all record drawings.
- City of Baltimore, Department of Public Works – Owner and Operator of the Facility
- Authority – Partner with the City to provide project management and procurement services to support implementation of the Project.

Task 1 – Background Preparation and Bid Support

1. The Engineer is responsible for performing a thorough review and to have complete understanding of the construction documents consisting of the construction drawings, technical specifications, and special provisions. See Exhibit 4 for a draft version of these documents. A final version will be provided to the successful offeror.
2. The Engineer is responsible for having a working knowledge of relevant regulatory, testing, and permit conditions affecting the planned construction activity.
3. Review Construction Bids and provide comparative analysis of Bids and Engineer's Estimate of Construction Cost (provided only to the successful Offeror)
4. Prepare Recommendation to Award Letter

Task 2 - Meetings

1. The Engineer shall participate in the construction kick-off meeting, monthly progress meetings, punch-list inspections, and final inspections. The Engineer shall offer insight, clarification, and direction related to construction drawings and specifications, as needed. The duration of the construction project is estimated to be 12 months.

Task 3 – Submittals

1. The Engineer shall review all General Contractor Submittals for conformance with Construction Documents. The Engineer shall reply to General Contractor Submittals with standard forms indicating acceptance, acceptance with comments, revise and resubmit, and rejection. The Engineer shall maintain and share the submittal log, indicating the status of all General Contractor Submittals.

Task 4 – Requests for Information

2. The Engineer shall respond to written Requests for Information ("RFI" or "RFI's") provided by the General Contractor, the Construction Manager/Inspector, the City, or the Authority. Responses to RFI's shall allow the construction to proceed according to the intent of the Construction Documents, and be consistent with project documents and permits, relevant industry standards, and applicable laws and regulations.

Task 5 - Design Changes

1. The Engineer shall review changed or unforeseen site conditions upon notification from the General Contractor, City, Construction Manager/Inspector (CM/I), or Authority.
2. The Engineer shall review and comment on change order requests submitted by the Contractor upon request from the City, or Authority.

3. The Engineer shall produce design revisions, clarifications, or supplementation as needed in order for the Contractor to proceed with construction activity in the event of changed or unforeseen site conditions.
4. Any changes to the construction documents that affect permit conditions the Engineer shall communicate and coordinate with the permit authority for all construction permits related to the Construction activity.
5. For any design changes that potentially impact the cost of construction, the Engineer shall prepare a budget estimate of the proposed change, and review and provide comment on the General Contractor's change order request.

Task 6 – Record Drawings

1. The Engineer shall perform regular reviews of red-line as-built drawings that is maintained by the General Contractor and reviewed by the CM/I firm.
2. The Engineer shall use the as-built drawing set to prepare Record Drawings of the completed construction work.

3.2 PROJECT ASSUMPTIONS ACCROSS ALL TASKS

1. The Offeror shall prepare all project documents and perform all project work in accordance with all applicable federal, state, and local laws and regulations, general industry standards, and any Quality Assurance Plans for the project.
2. The Offeror is responsible for coordinating the work between tasks to ensure complete and accurate submissions to the Authority and other affiliated parties related to the project work.
3. The Offeror shall maintain the responsibility to verify existing records and existing on-site field conditions.
4. The Offeror shall coordinate with the Authority and the City regarding site access, planned work activities, and potential coordination with on-site operations and contractors, etc. prior to performing any on-site work.
5. The Offeror shall maintain the responsibility to verify existing records and existing on-site field conditions before submitting a proposal. Failure to identify discrepancies between the scope of work and existing site conditions, and bring any such discrepancies to the Authority's attention, constitutes acceptance of those conditions.
6. The Offeror shall incorporate up to two (2) rounds of comments from the Authority/City on each draft document.

3.3 QUALIFICATIONS:

The Offeror must show it is qualified to assist the Authority for this scope of work, as well as meeting certain financial/liability qualifications. The technical proposal must include a statement of the firm's qualifications, three to five projects of a similar nature completed within the last five years, and resumes of staff that will be assigned to this project, including professional engineer licensure information. The Offeror's team should include at least one Professional Engineer, Architect, and Landscape Architect, licensed in the State of Maryland. Current contact information for these reference projects must be included. A matrix of the project team and their participation on the reference projects must be included as a separate page. The technical proposal must also include a detailed scope of work, corresponding to the tasks within the scope, describing the proposed approach to the completion of this project. Preference may be given to experience gained in the geographical region and with jurisdictions and programs similar to the City of Baltimore, Maryland.

The proposal must include a current Maryland State Department of Assessment and Taxation (SDAT) certificate of Good Standing for the Offeror and all proposed sub-contractors. The proposal must also include a letter from a qualified insurer stating that they are willing to provide the required insurance listed in the draft Service Contract.

3.4 PROJECT SCHEDULE:

The Offeror must include a Project Schedule. The Project Schedule shall be prepared and distributed in Microsoft Project and PDF. A general outline of preliminary project activities and timeframes is provided below.

Issuance of RFP	August 10, 2026
Pre-Proposal Meeting	August 18, 2026
Offeror Written Questions due	August 21, 2026
Offeror Proposals due	September 11, 2026
Proposal Evaluation/Negotiation/Award	September 2026
Kick-off Meeting	ESTIMATED October 2026

3.5 PRICE PROPOSAL:

The Offeror must include a Price Proposal that shows the hourly rates including any multiplier for all individuals that would be working on this effort. The Offeror must include a schedule of standard expense costs such as photocopying and mileage charges.

The Offeror shall complete the Price Proposal General Rate Sheet and the Price Proposal Summary for all tasks:

- Task 1 – Background Preparation
- Task 2 - Meetings
- Task 3 – Submittals
- Task 4 – Requests for Information
- Task 5 – Design Changes
- Task 6 – Record Drawings

The rates provided must be equal to or less than any contract rates that are provided under contract with any of the other Authority Member Jurisdictions and the Maryland Environmental Service. Cost proposals shall be broken down by task indicating the number of hours and expenses proposed for each task (Task). The cost proposals are to be presented as a PDF and in an unlocked current version of MS Excel. The Excel file must show the build-up of the per Task pricing. This will be a time and materials contract with a not to exceed price for the work. Lump Sum proposals (for the totality of the project) will not be accepted; however, sub-contractor efforts, may be lump sum. For clarity, charges for subcontractors performing engineering services cannot be marked up.

The proposals shall include the use of qualified MBE/WBE and local firms for the performance of the work to the greatest extent possible.

The price proposal (“General Rate Sheet,” and “Summary Sheet”) shall be formatted as shown in **Exhibit 2**. Prices proposed under this RFP will be irrevocable for a period of 90 days from the proposal closing date, or, if modified during negotiations pursuant to Section 4.2, for a period of 60 days from the date such modified rates are proposed by the Offeror.

ALL PROPOSALS MUST BE TIME AND MATERIAL. NO LUMP SUM PROPOSALS WILL BE ACCEPTED.

PART IV - EVALUATION PROCEDURE

4.1 EVALUATION COMMITTEE:

The Executive Director will appoint an evaluation committee (the “Evaluation Committee”) to be composed of Authority and City staff. The Evaluation Committee will evaluate the proposals received in accordance with the criteria set forth in the RFP and make a recommendation for award to the Executive Director.

4.2 DISCRETION IN DETERMINING DEVIATIONS AND COMPLIANCE:

The Authority reserves and assigns to the Executive Director the right to determine which of the Offerors have met the qualifications of this RFP. The Executive Director shall have the sole right to determine whether any deviation from the requirements of this RFP is substantive in nature, and the Executive Director may reject proposals that are not reasonably susceptible of being selected for contract award. In addition, the Executive Director may reject in whole or in part any and all proposals, may waive minor irregularities in proposals, may allow an Offeror to correct minor irregularities, and may negotiate with responsible Offerors in any manner deemed necessary to serve the best interests of the Authority.

4.3 EVALUATION CONSIDERATIONS:

Representatives from the City and the Authority will evaluate the technical and price proposals and make a recommendation of award based on compliance with the requirements and information requested in this RFP as well as the following factors:

- 1) Qualifications and Experience of the Contractor, including the qualifications and experience of the individuals proposed to work on the Authority contract, including subcontractors.
- 2) Work Plan and Project Schedule, including, but not limited to, the Contractor's approach to project management and staff integration, performance of the project work with respect to all Tasks, identification and verification of permitting and regulatory requirements, quality assurance and quality control of the project work, and the duration of the project schedule.
- 3) Contractor's Price Proposal (Preference will be given to firms who have proposed key individuals that are local because of resulting lower travel costs); AND
- 4) References.

Based upon the proposals evaluated by the Evaluation Committee, the Authority will select the proposal(s) that is deemed to be the most responsive and the best overall value for the Authority and the City based on the Contractor's technical qualifications and proposed pricing. Technical qualifications are more important in the evaluation process than the proposed price.

PART V - ADA COMPLIANCE

5.1 ALTERNATIVE FORMS:

Alternative forms of this RFP will be provided upon request.

Exhibit 1

PROPOSAL CHECKLIST AND REFERENCE FORMS

Proposal Checklist

This list is to assist the Offeror. The list does not relieve the Offeror from reading the RFP carefully and determining what must be submitted with its Proposal. Offeror is advised to check off each item when completed to avoid overlooking any.

	Cover letter including acknowledgement of any Addenda
	Submit Offeror's Contact Information Form
	Obtain letter of insurability from a qualified insurance agency
	Provide Minimum Three References using the Form provided
	Provide Licenses, SDAT Statements, Certificates
	Provide Technical Proposal including Workplan and Schedule
	Provide Price Proposal

Signature of Proposer: _____

Printed Name and Title: _____

NORTHEAST MARYLAND WASTE DISPOSAL AUTHORITY - SERVICES REQUEST FOR QUALIFICATIONS REPRESENTATIVE PROJECT INFORMATION AND REFERENCE FORM											
PART A: PROJECT INFORMATION FORM - TO BE FILLED OUT BY OFFEROR/CONTRACTOR											
To:				is applying for							
(NAME OF REFERENCE)				(NAME OF OFFEROR/CONTRACTOR)							
qualification with the Northeast Maryland Waste Disposal Authority in order to propose on contracting services for a comprehensive occupational safety and health assessment at a solid waste facility. We have chosen you as a reference based on our work on the project identified below. Please complete Part B, Reference of this Form and return both pages to CITY OF BALTIMORE KANE STREET SANITATION YARD CONSTRUCTION PHASE ENGINEERING SERVICES RFP, Northeast Maryland Waste Disposal Authority, by email to procurement@nmwda.org by _____ (Offeror to insert due date).											
Thank you for your assistance.											
(SIGNATURE) (DATE)				(FIRM/COMPANY)							
(PRINTED NAME)				(ADDRESS)							
(TITLE)											
<u>PROJECT INFORMATION</u>				<u>REPRESENTATIVE PROJECT ID #:</u>							
Project Title:				Bid/Initial Cost:				\$			
Project Location:				Owner Initiated Changes:				\$			
Date Completed:				Non-Owner Initiated Changes:				\$			
Project Description:				Final Cost:				\$			
		Amount of Work Completed by Prime Contractor & Major Subcontractors			List Actual \$ OR % of Total Project Cost						
		Prime Contractor:			\$			%			
		Sub-Contractors:									
		1			\$			%			
		2			\$			%			
		3			\$			%			
		4			\$			%			
		5			\$			%			

PART B: TO BE FILLED OUT BY REFERENCE									
Is the project information on Page 1 correct?									
What was your role in the project?									
Circle the appropriate ratings for each listed factor:			Poor	Below Average	Average	Above Average	Excellent		
PROJECT EXECUTION									
Scheduling and Coordination of Work			1	2	3	4	5		
Scheduling and Coordination of Subcontractors			1	2	3	4	5		
Responsiveness to Changing Conditions			1	2	3	4	5		
Time to Complete Project			1	2	3	4	5		
Project Closeout			1	2	3	4	5		
Professionalism/Courtesy			1	2	3	4	5		
QUALITY									
Ability to Perform			1	2	3	4	5		
Accuracy and Quality of Documentation			1	2	3	4	5		
Overall Quality of Work			1	2	3	4	5		
Quality of Subcontractors			1	2	3	4	5		
TOTAL RATING (sum of points above):									
Note: A perfect score on this evaluation is 50 points. Below 25 is unacceptable.									
Would you recommend the Contractor to other entities to perform similar work?						YES	NO		
GENERAL COMMENTS (Your comments are greatly appreciated):									
Based on my knowledge of the aforementioned firm, I have evaluated their performance for the referenced construction project and rated them in comparison to other contractors performing similar work. I have included in the General Comments section additional information regarding this firm, which may be of assistance in evaluating the quality of their work. It is my understanding that all the above information supplied here shall be considered STRICTLY CONFIDENTIAL .									
(SIGNATURE)					(FIRM)				
(PRINTED NAME)					(STREET ADDRESS)				
(PHONE NUMBER)					(CITY, STATE, AND ZIP CODE)				

Exhibit 2

PRICE PROPOSAL FORM

To be in a separate transmittal from the technical qualifications

PRICE PROPOSAL – GENERAL RATE SHEET							
Position/Title	Billing Rate 1 st Year	Task 1 Hours	Task 2 Hours	Task 3 Hours	Task 4 Hours	Total Hours	Total Cost
Project Principal/Officer/Director							
Project Manager							
Senior Professional/Engineer/Scientist							
Project Professional/Engineer/Scientist							
Staff Professional/Engineer/Scientist							
Senior Planner							
Project Planner							
Senior Technician							
Staff Technician							
Field Technician							
Support/Clerical Services							
Expenses							
Markup on Expenses (as %)^	Not allowed	Not allowed	Not allowed	Not allowed	Not allowed	Not allowed	
Markup on Consulting Subcontractors (as %)	Not allowed	Not allowed	Not allowed	Not allowed	Not allowed	Not allowed	
Markup on Construction Subcontractors (as %)*	Per Proposal	Per Proposal	Per Proposal	Per Proposal	Per Proposal	Per Proposal	
*List for Construction Related Tasks							
Other Expenses (please list)							

PRICE PROPOSAL – SUMMARY SHEET			
ID	Task Description	Total Hours	Total Price
Task 1	Background Preparation and Bid Support		\$
Task 2	Meetings		\$
Task 3	Submittals		\$
Task 4	Requests for Information		\$
Task 5	Design Changes		\$
Task 6	Record Drawings		\$
Project Totals			\$

EXHIBIT 3

DRAFT SERVICE CONTRACT

**SERVICE CONTRACT
FOR
CONSTRUCTION PHASE ENGINEERING SERVICES
AT THE
KANE STREET SANITATION YARD**

**On behalf of,
BALTIMORE CITY, MARYLAND**

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**SERVICE CONTRACT
FOR THE
CONSTRUCTION PHASE ENGINEERING SERVICES**

**AT THE
KANE STREET SANITATION YARD
On behalf of,
BALTIMORE CITY, MARYLAND**

This Service Contract, dated as of October ____, 2026, for the Construction Phase Engineering Services for Renovation of the Kane Street Sanitation Yard (“Contract”) is made by and between the Northeast Maryland Waste Disposal Authority, an instrumentality of the State of Maryland (“Authority”) and organized and existing under the laws of the State of Maryland and authorized to do business in the State of Maryland (“Contractor”).

RECITALS

1. At the request of Baltimore City, Maryland, (the “City”), the Authority issued a Request for Proposals for the Construction Phase Engineering Services at the Kane Street Sanitation Yard, located at 111 Kane Street Baltimore, MD 21224.

2. The scope of work includes engineering services to support the construction of renovations at the Kane Street Sanitation Yard.

3. The Contractor will use industry standards to complete the engineering services at the Sanitation Yard renovation. This work will include submittal review and response, request for information review and response, design revisions, progress meeting participation, as-built review, and other services listed in the scope of work.

4. NOW, THEREFORE, in consideration of the mutual promises and covenants of each to the other contained herein and other good and valuable consideration, receipt of which is hereby acknowledged, the parties to this Service Contract agree as follows:

**ARTICLE I.
DEFINITIONS**

Unless defined within the text, all capitalized terms have the meaning found in Appendix 1 attached hereto.

**ARTICLE II.
SCOPE OF WORK AND RESPONSIBILITIES**

Section 2.01 Contract

(a) The documents that comprise this Contract (“**Contract**”), in order of precedence, are:

(i) Contract, including the Appendices and Exhibits;

- (ii) Request for Proposals dated **August 10, 2026** (“RFP”) and Addenda published on the following dates:
 - (iii) Contractor’s Proposal dated **September __, 2026**;
 - (iv) Contractor’s Best and Final Offer dated **September __, 2026**;
 - (v) Detailed plans, specifications and other materials approved by or on behalf of Authority during prosecution of the Work; provided, however, that in no event shall a conflict be deemed to exist if the provisions of the Appendices and Exhibits or materials approved by or on behalf of Authority during the prosecution of the Work are more specific or stringent or require more activity or Work than the terms of the main body of this Contract.
- (b) Contractor represents that it has reviewed Appendices and Exhibits hereto, and such conflicts have been resolved to Contractor’s reasonable satisfaction prior to the execution of this Contract. In the event of a conflict (provided that the absence of a provision or clause shall not be construed as a conflict) in the provisions of this Contract, the priority of documents in Section 2.01(a) shall control the resolution of such conflict.

Section 2.02 Scope of Work

The Contractor will provide the engineering services for the construction of the **Kane Street Sanitation Yard Renovation Project (KSSYRP)**. This work includes construction phase engineering services listed in the Tasks below.

Task 1 – Background Preparation

1. The Contractor is responsible to perform a thorough review and have complete understanding of the construction documents consisting of the construction drawings, technical specifications, and special provisions.
2. The Contractor is responsible for having a working knowledge of relevant regulatory, testing, and permit conditions affecting the planned construction activity.
3. Review Construction Bids and provide comparative analysis of Bids and Engineer’s Estimate of Construction Cost (provided only to the successful Offeror).
4. Prepare Recommendation to Award Letter.

Task 2 - Meetings

1. The Contractor shall participate in the construction kick-off meeting, monthly progress meetings, punch-list inspections, and final inspections. The Contractor shall offer insight, clarification, and direction related to construction drawings and specifications, as needed.

Task 3 – Submittals

1. The Contractor shall review all General Contractor Submittals for conformance with Construction Documents. The Contractor shall reply to General Contractor Submittals with standard forms indicating acceptance, acceptance with comments, revise and resubmit, and rejection. The Contractor shall maintain and share the submittal log, indicating the status of all General Contractor Submittals.

Task 4 – Requests for Information

1. The Contractor shall respond to written Requests for Information (“RFI” or “RFI’s”) provided by the General Contractor, the Construction Manager/Inspector, the City, or the Authority. Responses to RFI’s shall allow the construction to proceed according to the intent of the Construction Documents, and be consistent with project permits, relevant industry standards, and applicable laws and regulations.

Task 5 - Design Changes

1. The Engineer shall review changed or unforeseen site conditions upon notification from the General Contractor, City, Construction Manager/Inspector (CM/I), or Authority.
2. The Engineer shall review and comment on change order requests submitted by the Contractor upon request from the City, or Authority.
3. The Engineer shall produce design revisions, clarifications, or supplementation as needed in order for the Contractor to proceed with construction activity in the event of changed or unforeseen site conditions.
4. For any changes to the construction documents that affect permit conditions the Engineer shall communicate and coordinate with the permit authority for all construction permits related to the Construction activity.
5. For any changes to the construction documents that potentially impact the cost of construction, the Engineer shall prepare a budget estimate of the proposed change, and review and provide comment on the General Contractor’s change order request.

Task 6 – Record Drawings

1. The Engineer shall perform regular reviews of red-line as-built drawings that is maintained by the General Contractor and reviewed by the CM/I firm.
2. The Engineer shall use the as-built drawing set to prepare Record Drawings of the completed construction work.

The Authority shall, in accordance with the provisions of this Contract:

- (a) provide access to the Site through a Task Order/Memorandum of Understanding (MOU) with Baltimore City;

- (b) provide access to City files and data needed for the Work.
- (c) pay for documented and approved work.
- (d) provide for the coordination of work at the Site such that there is no unreasonable interference with the Contractor's Work by the Authority, the City, or their representatives or agents, including the operator of the Sanitation Yard (see Section 7.01 below). The Authority agrees that any actions on the part of the Authority, the City, or their representatives that has a material adverse impact on the activities of the Contractor performing Work will be deemed unreasonable interference by the Authority and may result in a default under this Contract.

Section 2.03 Responsibilities of the Contractor

Contractor, must, in accordance with the provisions of this Contract:

- (a) furnish all labor, equipment, and materials necessary to provide the Service in accordance with the Scope of Work;
- (b) ensure that the Work is performed in a safe and effective manner, in accordance with all Applicable Laws, and without hindering the operations of the Sanitation Yard.

ARTICLE III. TERM, NOTICE TO PROCEED

Section 3.01 Effective Date

This Contract shall be effective upon the date that the Contract is fully executed. The Authority shall not execute the Contract until formal approval is provided by the City ("**Effective Date**").

Section 3.02 Term

- (a) The Contract shall become effective on the Effective Date and shall continue until Twenty-Four (24) months after the Effective Date, unless earlier terminated by a Party in accordance with the provisions of this Contract.
- (b) The Effective Date shall constitute the first day of the Work.

Section 3.03 Notice to Proceed Conditions

- (a) The Authority does not expect to issue a Notice to Proceed until the following conditions (the "**Notice to Proceed Conditions**") are satisfied (or waived, in writing, by the Authority in the exercise of its sole discretion):
 - 1) Legal Proceedings. There shall be no Legal Proceeding, at law or in equity, before or by a Governmental Authority, pending or threatened, which: (a) challenges, or might challenge, directly or indirectly, (i) the authorization, execution, delivery, validity, or enforceability of the contract, or (ii) the interests of the Authority in the Site; (b) seeks

to enjoin or restrict the use of the Site for the purposes contemplated by this Contract; or (c) seeks damages, fines, remediation or any other remedy in connection with the environmental condition or any other factor pertaining to the Site.

- 2) The Task Order/MOU/Service Contract has been executed by the Authority and the City and all preconditions to the Notice to Proceed have been satisfied or waived by the City.

ARTICLE IV. SITE LOCATION

Section 4.01 Site

The Site is located at the Kane Street Sanitation Yard located at 111 Kane Street Baltimore, MD 21224.

Section 4.02 Coordination with Work at Site

Contractor's Work must be coordinated with and may not interfere with the ongoing operations at the Sanitation Yard.

Section 4.03 Site Access

The Authority will make the Site available to the Contractor through a Task Order/MOU/Service Contract between the Authority and the City. Contractor must comply with and perform all of the Authority's obligations relating to the Scope of Work under the Task Order/MOU/Service Contract and shall not cause directly or indirectly breach or violation of the Task Order/MOU/Service Contract.

ARTICLE V. RESERVED

ARTICLE VI. SPECIFICATIONS AND TECHNICAL REQUIREMENTS

Section 6.01 Standard of Workmanship

Contractor is responsible for performing the Work in accordance with ordinary and reasonable care per acceptable industry practices for similar services (or scopes of work), circumstances, and conditions. Contractor is responsible for providing management and technical oversight as well as quality assurance and quality control reviews of all staff performance aspects and all Work performed under this Contract to ensure the Work is free of errors and omissions.

Section 6.02 Warranty of Inspection and Acceptance of Site

- (a) Contractor represents and agrees that (i) it has inspected the Site and (ii) it has reviewed all information provided by Authority relating to the Site and surrounding locations.
- (b) Contractor acknowledges that it satisfied itself as to the conditions affecting the Work, including, but not limited to, those bearing upon transportation, disposal, handling and

storage of materials, availability of labor, water, electric power, roads and uncertainties of weather, physical conditions at the Site of the Work, the conformation and conditions of the ground, and the character of equipment and facilities needed preliminary to and during prosecution of the Work. Any failure of Contractor to acquaint itself with the Site characteristics or conditions, or with all information reasonably available to or obtainable by it, does not relieve Contractor from responsibility for estimating properly the difficulty or cost of successfully performing the Work. The Authority assumes no responsibility for any conclusions or interpretations made by Contractor on the basis of the information made available by the Authority or City.

- (c) In the event Contractor encounters unknown conditions at the Site, including, but not limited to, man-made obstructions, geotechnical conditions, Hazardous Materials and archeological remains (“**Unknown Site Conditions**”), Contractor must give immediate Notice of the nature and extent of such differing conditions to Authority. Contractor must promptly investigate the conditions and provide Authority with a proposed plan on how to proceed to address such conditions. An Uncontrollable Circumstance shall not occur, because of Unknown Site Conditions, including (A) the presence of Hazardous Materials at the Sanitation Yard which were introduced to the Site by Contractor or its Sub-Contractors, (B) any operations condition, or (C) any Contractor Related Entity disrupts or Releases any Hazardous Materials encountered at the Sanitation Yard.

Section 6.03 Work Specifications

The Work must conform to the standards presented herein. Contractor agrees to review and understand all necessary detailed designs, plans, drawings, and specifications provided by the City and to furnish the services, without additional compensation of any kind, to ensure that all Work is in conformity with the Scope of Work.

ARTICLE VII. WORK INVESTIGATIONS

Section 7.01 Coordination of Work

Contractor must coordinate its Work with activities of the Authority, the City, their respective agents, representatives and contractors, or others currently conducting work being performed on Site. The Contractor specifically acknowledges that its Work must be coordinated with the day-to-day activities of the operations of the Site, including the 3rd party operations of (a) the Sanitation Yard and (b) the yard trim operations, and will not unreasonably interfere with City’s ability to perform its operations at the Site. The Contractor agrees that any actions on the part of the Contractor that has a material adverse impact on the activities of the Authority, the City, or others performing Work at the Site will be deemed unreasonable interference by the Contractor and may result in a default under this Contract.

Section 7.02 Authority Project Manager

The Authority shall designate an Authority Project Manager for the Work to be performed. The Authority Project Manager and/or the City shall be authorized to inspect all Work done and all material furnished. Such inspection may extend to all or part of the Work and to the preparation,

fabrication, or manufacture of the materials to be used. The Authority Project Manager and City are not authorized to revoke, alter, or waive any requirements of the Contract, nor to approve or accept any portion of the Work. The Authority Project Manager or City is authorized to call to the attention of Contractor any failure of the Work or materials to conform to the Contract, and to reject materials or suspend the Work until any questions at issue can be referred to the Authority's Representative.

Section 7.03 Reserved

Section 7.04 Risk of Loss

Contractor must retain care, custody, and control of all Work and bear all risk of loss of or damage to the Work until Final Acceptance, regardless of the extent to which the loss was insured or the availability of insurance proceeds.

Section 7.05 Storage of Materials

Contractor must store materials so as to assure the preservation of their quality and acceptability for the Work. To the extent permitted by the Task Order/MOU/Service Contract, portions of the Site may be used for storage purposes and for the placing of Contractor's equipment.

Section 7.06 Schedule

- (a) The Contractor must submit to the Authority a file Schedule for the Work within 14 days of the Effective Date.
- (b) The Contractor is responsible for submitting quarterly Schedule updates to the Authority's Project Manager showing the progress of the Work.

Section 7.07 Time and Material Contract with a Not to Exceed.

- (a) Subject to the remedies provided for in this Contract, the Contractor must perform the Work in a manner that is: (i) sufficient, complete, and adequate in all respects necessary for the City to use the data; (ii) in conformance with Prudent Industry Practices and with professional standards, skill, expertise, and diligence of professionals regularly involved in projects of similar size and nature to the Work; and (iii) in compliance with the terms of the Contract, and all Applicable Laws and Governmental Approvals.
- (b) In light of the foregoing, Contractor has included within the Price the cost to complete all Work. Items need not be specifically listed in order to be deemed as items within the Work. It is understood that the Contractor is better qualified to list exclusions than the Authority is to list inclusions. Therefore, any item indicated herein, reasonably inferable from and incidental to the Contract or required in accordance with any Applicable Law, is to be considered as part of the Work. The Contractor waives any and all claims for an increase in the Price, in whole or in part, upon an assertion that any certain license, technical assistance, service, labor, material, equipment, operation, or management is beyond the Scope of the Work when such license, technical assistance, service, labor, material, equipment, operation, or management is indicated in the Contract or other instruments of

service prepared in connection with the Contract, reasonably inferable from and incidental to the Contract, required in accordance with any Applicable Law, Governmental Approvals, or otherwise necessary in order to complete the Work in accordance with and subject to the requirements of the Contract.

- (c) The Work must meet professional standards utilized by professionals regularly involved in projects similar to the Work.
- (d) Contractor acknowledges that this Contract constitutes a Not to Exceed price obligation to complete the Work within the time and for the purpose designated in the Contract. The Contractor is obligated to: supply all of the equipment and management and inspection services, install all of the equipment and supply all labor, and supply and perform all of the Work, in each case as may reasonably be required, necessary, incidental, or appropriate (whether or not specifically set forth in this Contract) to complete the Work such that the Work satisfies the applicable terms, conditions, and Contractor's obligations for the Price.
- (e) The total approved not to exceed Price is **\$Fill in Contract Price.**

ARTICLE VIII. COMPENSATION

Section 8.01 Payment for Work

- (a) The Authority will pay the Contractor in accordance with this Section 9 and Appendix 2, Appendix 3 and Appendix 6. The form of this submission will be as agreed upon by the Contractor and the Authority and must be supported by such evidence as to its correctness as the Authority may direct (e.g., per task hourly breakdown for staff, narrative of the work accomplished in the period, work to be performed in the next period, and receipts for out of pocket expenses). The Project Manager must be responsible for determining that the schedule of values accurately reflects the Work completed or materials on Site each month.
- (b) Contractor may invoice the Authority, in accordance with Appendix 3. Invoices must be sent to the Authority and the City. Payment will be made within 45 days of receipt of an approved Invoice from Contractor. Any amounts payable by the Authority that are not paid when due shall bear interest at the Late Payment Rate.
- (c) No payment made to the Contractor shall constitute an acceptance by the Authority of any Work not in accordance with the Contract. The Authority may withhold or recover the whole or part of any Contractor payment to such extent as may be necessary to reimburse or protect the Authority from loss on account of defective or damaged Work not remedied, failure of the Contractor to make payments properly to Sub-Contractors for material or labor, a reasonable doubt by the Authority that the Work can be completed by the end of the Term, or for the balance of the Price, or other damage caused by the Contractor for which the Authority may reasonably be liable. Payment of the entire Price will not be made until all Work is completed to the satisfaction of the Authority and Final Acceptance has occurred.

- (d) If the Authority or Contractor disputes any amount invoiced, or payment made, the disputed portion of the invoice or payment is not effective until resolution of the dispute. Pending resolution of any dispute, the Contractor must continue to perform all of its obligations under the Contract.

Section 8.02 Invoicing

- (a) Invoices shall be sent via email only to the Authority at the following:

ATTN: Accounts Payable
Northeast Maryland Waste Disposal Authority
Tower II, Suite 402
100 South Charles Street
Baltimore, MD 21201
sjohnson@nmwda.org and dmoseley@nmwda.org

- (b) Any amounts payable by the Authority that are not paid when due shall bear interest at the Late Payment Rate.
- (c) If the Authority disputes any amount owed as the Price or other amounts due under the Contract or deductions therefrom, the disputed portion of the adjustment is not effective until resolution of the dispute, and the Contractor will not be paid such disputed amount until resolution of the dispute. Pending resolution of any dispute, Contractor must continue to perform its obligations under the Contract.

Section 8.03 Offset

Whenever the Authority is obligated to pay the Contractor any amount under this Contract, the Authority may deduct from that amount, before payment, any amount that the Contractor owes to the Authority. The failure of the Authority to offset such liability against amounts due to it shall in no way limit or restrict the right of the Authority to recover such amounts due to it from Contractor.

Section 8.04 Payment Is No Waiver of Rights

No payment made to the Contractor shall constitute an acceptance by the Authority of any Work not in accordance with the Contract. The Authority may withhold or recover the whole or part of any Contractor payment, to such extent as may be necessary, to reimburse or protect the Authority from loss on account of defective Work not remedied, failure of the Contractor to make payments properly to third parties, or damages for which the Contractor may reasonably be liable.

ARTICLE IX. CHANGES TO WORK

Section 9.01 Changes

- (a) Changes in the Scope of the Work must be in writing and agreed upon by both parties.

- (b) If any change in the Scope of the Work causes an increase or decrease in the Contractor's cost of, or the time required for, the performance of any part of the Work under this Contract, an adjustment will be made for Contractor's Demonstrated Costs to be incurred or saved and the Contract modified in writing accordingly; provided, however, that no claim for any change above will be allowed for any costs incurred more than 10 days before the Contractor gives written notice as therein required.
- (c) No claim by the Contractor for an adjustment under this Contract will be allowed if asserted after the Term under this Contract.

Section 9.02 Suspension of Work

- (a) The Authority may unilaterally order the Contractor in writing to suspend, delay, or interrupt all or any part of the Work for a period of time it deems appropriate for the convenience of the Authority or the City.
- (b) However, no adjustment will be made for any suspension, delay, or interruption to the extent (i) that performance would have been so suspended, delayed, or interrupted by any other cause, including the fault or negligence of Contractor-Related Entities, or (ii) for which an equitable adjustment is provided for or excluded by any other provision of this Contract.
- (c) No claim will be allowed for a suspension, delay, or interruption ordered by the Authority (i) for any costs incurred more than 10 days before Contractor shall have notified the Authority in writing of the act or failure to act involved (but this requirement shall not apply as to a claim resulting from a suspension order), and (ii) unless the claim, in an amount stated, is asserted in writing as soon as practicable after the termination of a suspension, delay, or interruption, but not later than the date of final payment under the Contract.

Section 9.03 Authority to make Changes in Work.

Only the Authority Representative has the authority to make or accept Changes in Work.

ARTICLE X. GENERAL PROVISIONS

Section 10.01 Authority Representative

The Authority Representative shall be the Executive Director of the Authority or another individual designated by the Executive Director, in writing to the Contractor, as the Authority Representative.

Section 10.02 Effect of Authority Approvals

No review, comment, or approval by the Authority, or failure by the Authority to review, comment or give approval, under this Contract:

- (a) Relieves the Contractor of any of its obligations under this Contract or imposes any liability on the Authority; or
- (b) Affects the rights, remedies, powers, or privileges of the Authority in connection with (i) Governmental Approvals pursuant to Applicable Law, (ii) the enactment interpretation or enforcement of any Applicable Law, (iii) any of its other governmental functions, or (iv) matters not related to this Contract.

Section 10.03 Insurance Requirements

- (a) Contractor must obtain and maintain, in full force and effect for the duration of the Contract, insurance necessary to cover claims arising from Contractor's operations under this Contract. The insurance coverage required of the Contractor for the Work and the Procurement Support Period are described in Appendix 7 ("**Required Insurance**"). Within 10 business days of Effective Date, and at any time thereafter as required by the Authority, the Contractor must deliver to the Authority copies of all certificates of insurance for Required Insurance.

Section 10.04 Notice/contact information

All notices, designations, consent, approvals, and other communications required, permitted or otherwise delivered under this Contract shall be in writing and may be delivered by hand or mailed by first-class registered or certified mail, return receipt request, postage prepaid, address as follows:

To the Authority:

Andrew Kays
Executive Director
Northeast Maryland Waste Disposal Authority
Tower II, Suite 402, 100 S. Charles Street
Baltimore, Maryland 21201
authority@nmwda.org

To the Contractor:

ADD NAME and ADDRESS and EMAIL

To the City:

Kendall Abu-Hakim
Bureau Head – Solid Waste
Department of Public Works
200 Holliday Street, Suite 1000
Kendall.Abu-Hakim@BaltimoreCity.gov

Section 10.05 Indemnification

- (a) To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless the Authority, the State, and Baltimore City and their respective officers, employees, elected officials, agents, contractors, consultants, engineers, officers, directors, elected representatives, officials, and other representatives (collectively, “**Authority Indemnified Parties**”), from and against all liability, suits, judgments, and claims by third parties, damages, losses, and expenses, including the costs of defense, settlement, and reasonable attorneys’ fees (collectively, “**Losses**”), which they may individually or collectively, incur, become responsible for or pay out as a result of death or bodily injury to any person, destruction or damage to any property, contamination of or adverse effects on the environment, or any violation of governmental laws, regulations or orders, to the extent caused by Contractor, in whole or in part, by a breach of any term, provision, or representation or warranty of this Contract or any negligent act or omission or willful misconduct of the Contractor, or its directors, officers, employees or agents. This indemnification is not to be deemed as a waiver of any immunity, which may exist in any action against the Authority.

Section 10.06 Change in Law

The Authority shall not be liable for any additional costs incurred by Contractor due to or to comply with a change of Applicable Law.

Section 10.07 Uncontrollable Circumstances

- (a) A Party will not be in default under this Contract or liable to the other Party for its failure to perform its obligations under this Contract, but only to the extent that, and for so long

as, the Uncontrollable Circumstances prevents the affected Party from performing its obligations in accordance with this Contract. Contractor shall work diligently to overcome or remove such Uncontrollable Circumstance as soon as possible.

- (b) As soon as possible after an Uncontrollable Circumstance occurring on or after the Effective Date, Contractor shall give the Authority Representative a statement describing the Uncontrollable Circumstance and its cause (to the extent known to Contractor), and a description of the conditions preventing the performance of Contractor's obligations. The Contractor must answer any inquiries of the Authority Representative regarding the conditions caused by the Uncontrollable Circumstance and must provide them with the information as they reasonably request.
- (c) If, within 5 days after an Uncontrollable Circumstance occurrence (or if required due to the nature of the event, a shorter period of time) that has caused Contractor to suspend or delay performance of the Work, Contractor has failed to take commercially reasonable action to overcome or cure the Uncontrollable Circumstance occurrence or its direct or indirect effects on the performance of its obligations under this Contract, the Authority may, in its sole discretion and after Notice to Contractor, at Contractor's expense, initiate commercially reasonable measures to overcome or cure the Uncontrollable Circumstance occurrence or its direct or indirect effects on the performance of Contractor's obligations hereunder and thereafter require Contractor to resume full or partial performance of the Work (unless it is commercially unreasonable for Contractor to do so); provided, however, that no such action of Authority shall relieve Contractor of its obligations under this Contract.
- (d) Notwithstanding the provisions of this Section 11.08, Contractor assumes full responsibility for completion of the Work without adjustment to the Term, the Price Service Fees or the Schedule regardless of weather conditions, unless weather severity is substantially in excess of the data accepted for the norm established and substantiated for the Sanitation Yard.
- (e) If an Uncontrollable Circumstance prevents Contractor from performing a material portion of its obligations under this Contract for more than 30 continuous days, then Authority, after providing the Contractor at least 10 Business Days' prior Notice, may, but shall not be obligated to, terminate this Contract without additional liability to Contractor and (except as provided in the last sentence of this Section 10.07(e)) to Authority as a result of such termination. Contractor shall be entitled to receive payment of the proportion of the Price for Work actually performed plus reasonable demobilization, contract cancellation costs and close out costs.
- (f) In the event that two delay events occur concurrently, the first event to occur will control until such event is overcome and then any remaining delay attributed to the second delay event will control.

Section 10.08 Events of Default

- (a) Each of the following constitutes an Event of Default on the part of Contractor:

- (i) the failure or refusal by Contractor to fulfill any of its material obligations to the Authority in accordance with the Contract, unless such failure or refusal is excused pursuant to this Contract; or
- (ii) if, by order of a court of competent jurisdiction, a receiver or liquidator or custodian or trustee of the Contractor or of a major part of its property is appointed, or if, by decree of such a court, the Contractor is adjudicated insolvent, or a major part of its property is sequestered, or if a petition to reorganize the Contractor pursuant to the Federal Bankruptcy Code or any other similar statute applicable to the Contractor, as now or hereinafter in effect, is filed against the Contractor, or if the Contractor is adjudicated bankrupt or files a petition in voluntary bankruptcy under any provision of any bankruptcy law or consents to the filing of any bankruptcy or reorganization petition against the Contractor under any such law, or (without limitation of the generality of the foregoing) files a petition to reorganize the Contractor pursuant to the Federal Bankruptcy Code or any other similar statute applicable to the Contractor, as now or hereafter in effect; or
- (iii) If the Contractor makes an assignment for the benefit of creditors, or admits, in writing, an inability to pay debts generally as they become due, or consents to the appointment of a receiver or liquidator or trustee or assignee in bankruptcy or insolvency of either the Contractor or of a major part of its property; or
- (iv) If the Contractor assigns its rights or obligations under this Contract or any part thereof to any Person, except as otherwise permitted under this Contract; or
- (v) If any representation or warranty made by the Contractor herein or in any payment invoice or related documentation submitted hereunder is false or misleading in any material respect when made; or
- (vi) If the Contractor fails to provide and maintain in full force and effect any Required Insurance in accordance with this Contract; or
- (vii) If the Contractor provides or has provided materially false or misleading information to the Authority; or
- (viii) The failure of the Contractor or its Sub-Contractor, and their respective agents, licensees, invitees, and successors to comply with Applicable Law in any material respect; or
- (ix) Contractor fails to pay any undisputed amount that Contractor is required to pay to the Authority under this Contract within thirty (30) days after receipt by Contractor of written demand from Authority accompanied by a Notice stating that unless the delinquent amount is paid within thirty (30) days after this demand the failure will constitute an Event of Default; or
- (x) Contractor abandons or suspends support of the Work for thirty (30) days due to any reason other than Uncontrollable Circumstance or direction of Authority; or

- (xi) A guarantor or other surety is in default (after the expiration of all applicable cure periods) under any warranty bond or under any Performance Security provided to Authority and, except for a failure to pay, it is not replaced or otherwise cured in accordance with this Contract; or
 - (xii) A Contractor Change in Control occurs.
- (b) No failure or refusal on the part of the Contractor as described in this Section (except for clause (ii), (iii), (iv), (v), (vii), (ix), or (xii)) shall constitute an Event of Default unless and until: (A) the Authority has given notice to the Contractor specifying with particularity the existence of such default; and (B) the Contractor has failed to cure such default within 30 days after receipt of such notice.
- (c) Each of the following constitutes an Event of Default on the part of the Authority, provided that none of the following shall constitute an Event of Default to the extent caused by the failure of the Contractor to perform its obligations under this Contract:
- (i) The failure by the Authority to pay any undisputed amount in excess of \$10,000, that the Authority is required to pay to the Contractor under this Contract within 60 days after receipt by the Authority of written demand from the Contractor accompanied by notice stating that unless such amount is paid within 60 days after such demand the failure shall constitute an Event of Default; or
 - (ii) The failure or refusal by the Authority to substantially fulfill any of its material obligations to the Contractor in accordance with this Contract, other than as provided in subparagraph (i) above, unless such failure or refusal is excused or justified pursuant to the provisions of this Contract, provided that no such failure or refusal constitutes an Event of Default unless and until:
 - a) the Contractor gave prior written notice to the Authority and the Authority Representative stated that in their opinion a particular default or defaults (described in reasonable detail in such notice) exists and unless corrected, constitute a material breach of this Contract on the part of the Authority and gives the Contractor a right to terminate this Contract for default unless such default is corrected within a reasonable period of time; and
 - b) the Authority has not corrected the default nor initiated steps to correct it within a reasonable period of time (a reasonable period of time for purposes of this paragraph shall in any event not be less than thirty (30) days from the date of the notice given, provided that if the Authority has commenced to take reasonable steps to correct the default within such reasonable period of time, it shall not constitute an Event of Default for as long as the Authority is continuing to take reasonable steps to correct it; and
 - c) There is no reasonable expectation that the Contractor can obtain sufficient relief for the default, other than by termination of this Contract, to compensate it for any loss incurred as a result of the Authority default.

Section 10.09 Termination for Default

- (a) The right of termination for cause may be exercised only by a Notice of Termination given to the Party in default. The proper exercise of the right of termination is in addition to, and not in substitution for, any other remedies, whether damages or otherwise, of the Party exercising the right of termination.
- (b) In the case of one or more Events of Default on the part of the Contractor, the Authority shall have the following rights and remedies, in addition to those rights and remedies that may be available to Authority at law or in equity and Contractor shall have the following obligations:
 - (i) The Authority, without prejudice to any of its other rights or remedies, may upon fifteen (15) Business Days' Notice to Contractor (A) suspend disputed payment and/or (B) unless Contractor has cured such default therein thirty (30) days after receipt of such Notice, terminate this Contract on the date specified in a written or electronic mail notice of termination to Contractor.
 - (ii) If the Authority terminates this Contract in accordance with this Section 10.09 and determines in its sole discretion, to complete the Work under this Contract, the Contractor must, if requested by the Authority (A) withdraw from the Site, and as requested by Authority, (B) assign one or more of its contracts, subcontracts, purchase orders or other Contracts to Authority or any designee of Authority; provided, however, that such assignee assumes the obligations of Contractor thereunder and (C) shall turn over to Authority complete possession of any or all designs, materials, equipment, tools, purchase orders, inquiries, letters, computers, servers, software, schedules, and drawings of Contractor that Authority deems necessary for completion of the Work. Authority may employ any other person, firm or corporation (hereinafter, a **"Replacement Contractor"**) to finish the Work in accordance with the terms of this Contract by whatever method that Authority may deem expedient. In addition, Contractor shall not remove any equipment, materials or tools that the removal of which could damage the Site or any portion thereof then constructed or otherwise materially adversely affect or delay the construction, use or maintenance of the Site. After the termination of this Contract, Authority shall be responsible for the care, custody, and control of all equipment, materials, tools and other items used in completion of the Work. Authority, without incurring any liability to Contractor, shall have the right to have the Work finished by the Replacement Contractor.
- (c) If this Contract is terminated by the Authority for cause as a result of an Event of Default by Contractor with respect to Work, the Contractor will be entitled to payment of that portion of the Price related to the Work performed until the date of termination; provided, however, Contractor will not be entitled to any recovery of profit or unabsorbed overhead in connection with Work not actually performed or future Work. The Contractor must reimburse the Authority for any costs in excess of the Price, as adjusted, incurred by Authority, or any Person acting on the Authority's behalf in completing the Work or having the Work completed. The Authority will be entitled to withhold payments the Contractor

determines are due to it prior to the date of termination until Final Acceptance and determination by Authority that Contractor is entitled to such payments. Upon completion of the Work by Authority or third parties, the total cost of the Work shall be determined, and the Authority will notify Contractor in writing of the amount, if any, that Contractor shall pay Authority or Authority shall pay Contractor. If at any time the total expense incurred by Authority in completing the Work exceeds the portion of the Price not paid to the Contractor as of the date of termination, then Contractor shall pay the amount of any such excess from time to time existing within thirty (30) days of written demand therefor by Authority. Any amounts not paid hereunder when due shall bear interest at the Late Payment Rate. The Authority may, in its sole discretion, employ any other Person, as a Replacement Contractor to finish the Work by whatever method or means as the Authority deems expeditious.

- (d) In the event that any termination of this Contract by the Authority is due to a Contractor Event of Default pursuant to this Section 10.09 **and** is later adjudicated to have been improper, then Contractor will be entitled to recover the amounts the Contractor is entitled to in accordance with Section 10.10, Termination for Convenience.

Section 10.10 Termination for Convenience

In addition to the Authority's other termination rights under this Contract, the performance of Work required by this Contract may be terminated by the Authority in whole or in part, whenever the Authority determines that termination is in the best interests of the Authority or the City. Any termination will be effected by delivery of a Notice of Termination to the Contractor specifying the extent to which performance of Work under this Contract is terminated, and the date upon which the termination becomes effective. In the event of a termination for convenience, the Authority will pay all reasonable costs associated with this Contract that the Contractor incurred up to the date of termination and all reasonable costs associated with termination of the Contract. The Contractor will not be entitled to payment for any anticipatory profits that have not been earned up to the date of termination. Termination under this Contract, including the determination of the rights and obligations of the Parties, will be governed by the provisions of COMAR 21.07.02.09(2)-(6).

Section 10.11 Dispute Resolution Procedures, Governing Law, and Venue

- (a) The Authority and the Contractor shall in good faith attempt to resolve any dispute or matter in controversy under this Contract. As a condition to seeking judicial resolution of a dispute, the Authority and Contractor agree to pursue an administrative dispute resolution procedure. Under this procedure either Party may initiate dispute resolution by giving notice of its claim to the other Party. If a claim for additional compensation is being made under this Section 10.11, the notice of claim must be made within thirty (30) days. Within thirty (30) days of receiving such a claim, the Party receiving the claim shall investigate the merits of the claim, and the Parties shall meet to attempt resolution. If after this process, a resolution of the claim is not successful, either Party may seek judicial resolution.
- (b) All disputes under this Contract, if not resolved by the Parties, shall be resolved by a Maryland State court of competent jurisdiction, venue is Baltimore City, and in accordance

with the laws of the State of Maryland. Pending resolution of any claim or dispute the Contractor is obligated to continue performance of the Contract.

Section 10.12 Governing Law

This Contract shall be interpreted under Maryland law, without regard to its conflict of laws provisions.

Section 10.13 Records Retention and Access

The Contractor must maintain all books, records, and accounts necessary to record all matters affecting the Price, applicable damages or other amounts payable by or to the Authority or Contractor under this Contract or other contracts, including but not limited to, policies for required insurance and all insurance-related documents, as well as all documents required by or relating to any Governmental Approvals necessary for the performance of the Contract and in accordance with the requirements of Applicable Law. The Contractor must maintain all books, records and accounts in accordance with generally accepted accounting principles and shall contain sufficient data to enable the Contractor's dealings and transactions to be audited in accordance with generally accepted auditing standards.

The Contractor must retain and maintain all records and documents relating to this Contract for three years after Work is completed or any applicable statute of limitations, whichever is longer, and must make them available for inspection and audit by authorized representatives of the Authority and City at all reasonable times.

Section 10.14 Subcontracting

- (a) Except as otherwise expressly provided in the Contract, the Contractor is solely responsible for engaging, managing, supervising, and paying all Sub-Contractors. The Contractor must require all Work performed by Sub-Contractors to be performed, inspected, and otherwise furnished, in accordance with the Contract. Contractor is solely liable for all acts, omissions, liabilities and Work (including defects therein) of such Sub-Contractors. The Authority will not have any obligation or liability to any Sub-Contractor. Nothing in any contract, subcontract or purchase order with any Sub-Contractor shall in any way diminish or relieve Contractor from any duties and obligations under the Contract. No Sub-Contractor is intended to be or shall be deemed a third-party beneficiary of the Contract. Nothing contained in this Contract or in any subcontract or purchase order shall create or constitute a contractual relationship between Authority and any Sub-Contractor.
- (b) Each Subcontract and purchase order entered into by Contractor in connection with the Work must require such Sub-Contractor to assume toward Contractor those terms and conditions of contracting which Contractor customarily includes in its subcontracts. At a minimum, all such Subcontracts and purchase orders must (i) require the Sub-Contractors to comply with Applicable Laws and Governmental Approvals, (ii) require the Sub-Contractors to provide certificates of insurance evidencing required insurance coverage maintained by such Sub-Contractor, and (iii) provide that the Authority has the right of inspection as provided under this Contract.

Section 10.15 RESERVED

Section 10.16 Assignment

The Contractor may not assign this Contract without the prior written consent of the Authority. The Authority may assign this Contract to Baltimore City without the consent of the Contractor.

Section 10.17 Representations and Warranties

- (a) Contractor hereby makes the following representations and warranties to and for the benefit of the Authority:
 - (i) Contractor is duly organized and validly existing as a corporation under the laws of the state of its incorporation or organization with full legal right, power and authority to enter into and perform its obligations under this Contract, and is duly qualified to do business in the State of Maryland and will take such action as may be necessary to remain so qualified;
 - (ii) Contractor is not in arrears with respect to the payment of any monies due and owing to the State of Maryland, and shall not become so during the term of this Contract;
 - (iii) Contractor shall comply with all federal, state, and local laws, regulations and ordinances applicable to its activities and obligations under this Contract;
 - (iv) Contractor shall obtain, at its own expense, all licenses, insurance, and Government Approvals necessary to the performance of its obligations under this Contract;
 - (v) Contractor has duly authorized the execution and delivery of this Contract and this Contract has been duly executed and delivered by Contractor and constitutes a legal, valid and binding obligation of Contractor, enforceable against Contractor in accordance with its terms;
 - (vi) Neither the execution or delivery by Contractor of this Contract, nor the performance by Contractor of its obligations in connection with the transactions contemplated hereby, or the fulfillment by Contractor of the terms or conditions of this Contract (a) conflicts with, violates, or results in a breach of any Applicable Law, or (b) conflicts with, violates, or results in a breach of any term or condition of any judgment or decree, or any Contract or instrument, to which Contractor is a party or by which Contractor or any of its properties or assets are bound, or constitutes a default thereunder or (c) will result in the creation or imposition of any lien, charge, or encumbrance of any nature whatsoever upon any of the properties or assets of Contractor;
 - (vii) No approval, authorization, order or consent of, or declaration, registration or filing with, any governmental authority is required for the valid execution and delivery of this Contract by Contractor, except such as have been duly obtained or made;

- (viii) Except as disclosed to the Authority, in writing, there is no action, suit, or proceeding, at law or in equity, before or by any court or governmental authority, pending or, to the best of Contractor's knowledge, threatened, against Contractor, wherein an unfavorable decision, ruling or finding would materially adversely affect the performance by Contractor of its obligations hereunder or in connection with the transactions contemplated hereby, or which, in any way, would adversely affect the validity or enforceability of this Contract, or any other Contract or instrument entered into by the Authority in connection with the transactions contemplated hereby; and
 - (ix) All reports, presentations, spreadsheets and other documents furnished or to be furnished by Contractor in performing the Work will become the property of Authority to be used by Authority as it may desire and for any other purposes permitted by Applicable Law.
- (b) The Authority hereby makes the following respective representations and warranties, as of the date of execution and delivery of this Contract, to and for the benefit of Contractor:
- (i) The Authority is a body politic and corporate validly existing under the Constitution and laws of Maryland, with full legal right, power and authority to enter into and perform its obligations under this Contract;
 - (ii) The Authority has duly authorized the execution and delivery of this Contract and this Contract has been duly executed and delivered by the Authority and constitutes a legal, valid and binding obligation of the Authority, enforceable against the Authority in accordance with its terms;
 - (iii) Neither the execution or delivery by the Authority of this Contract, nor the performance of the Authority's obligations in connection with the transactions contemplated hereby nor the Authority's fulfillment of the terms or conditions of this Contract (i) conflicts with, violates or results in a breach of any Applicable Law, or (ii) conflicts with, violates or results in a breach of any term or condition of any judgment or decree, or any contract or instrument, to which the Authority is a party or by which the Authority or any of its properties or assets are bound, or constitutes a default thereunder; and
 - (iv) No approval, authorization, order or consent of, or declaration, registration or filing with, any governmental authority is required for the valid execution and delivery by the Authority of this Contract except those that have been duly obtained or made.

Section 10.18 Compliance with Election Law Requirement

Contractor shall comply with the Maryland Code, Election Law Article, Section 14-101-14-108 regarding disclosure of political contributions.

Section 10.19 Compliance with Applicable Law

Contractor will perform its obligations under this Contract in accordance with all requirements of Applicable Law.

Section 10.20 Relationship of Parties

Nothing in this Contract constitutes one Party a partner, agent, joint venturer, or legal representative of the other, or creates any fiduciary relationship between the Parties.

Section 10.21 Amendment of Contract

Except as provided in Section 10.10 herein, this Contract may only be amended, or any provision of this Contract waived, by a written document signed by both Parties.

Section 10.22 Severability of provisions

If a court of competent jurisdiction determines that any provision of this Contract is, for any reason, invalid, illegal, or unenforceable in any respect, the Parties agree to negotiate in good faith and make such amendments, modifications or supplements of or to this Contract to implement and give effect to the intentions of the Parties. All other provisions of this Contract, as so amended, modified or supplemented, or otherwise affected by this action, remain in full force and effect.

Section 10.23 Headings

The table of contents and any headings preceding the text of the Articles, Sections and subsections of this Contract are solely for convenience of reference and shall not affect the meaning, construction or effect of any provision of the Contract.

Section 10.24 Entire Contract

This Contract contains the entire Contract between the Parties with respect to the transactions contemplated by this Contract. The Contract shall completely and fully supersede all other understandings and Contracts among the Parties with respect to such transactions. The Contract shall include all appendices and exhibits, as well as the documents specified in Section 2.01 and shall be interpreted in accordance with the provisions of Section 2.01.

Section 10.25 Counterparts

This Contract may be executed in counterparts, each of which is deemed an original, and all of which, when executed and delivered, together constitute one and the same instrument.

Section 10.26 Intellectual Property

Contractor agrees that Authority, the City and their respective successors, assigns and Sub-Contractors shall at all times have the right to use, either by license or otherwise, any and all patented or proprietary information that is included in the Work, whether now existing or hereinafter developed or otherwise acquired. Contractor agrees to grant and hereby grants to

Authority an irrevocable, royalty-free, non-exclusive perpetual license to use all patents, licenses or other intellectual property now or hereafter owned or controlled by Contractor or its Sub-Contractors, vendors or suppliers, for any part of the Work, to the extent necessary for the operation, maintenance or repair of the Work or any unit or component thereof designed, specified or constructed by Contractor under this Contract.

Contractor shall obtain the same rights and/or licenses with respect to inventions and/or patents from any of its Sub-Contractors from whom Authority requires these rights and/or licenses. Authority shall advise Contractor of such requirements in writing.

The provisions of this Section shall survive termination of this Contract.

Section 10.27 Reserved

Section 10.28 Limitation on Authority Obligations

- (a) Notwithstanding any other provision of this Contract to the contrary, the liability and obligation of the Authority for all monetary payments with respect to or arising as a result of this Contract (including payments in respect of the Price and damage payments for breach of or default under this Contract) are limited obligations payable solely from Task Order/MOU/Service Contract Revenues as and to the extent such Task Order/MOU/Service Contract Revenues are received and available to pay such amounts under Applicable Law. The liability of the Authority for any monetary payments to the Contractor with respect to, or as a result of, this Contract are not payable from the general funds of the Authority or any amounts received by the Authority in respect of the Authority Administrative Cost as defined in the Task Order/MOU/Service Contract and the incurrence or nonperformance of such obligations or payments will not constitute or create a legal or equitable pledge of, or lien or encumbrance upon, or claim against, any of the assets or property of the Authority or of its income, receipts or revenues, except Task Order/MOU/Service Contract Revenues available to pay such amounts under Applicable Law and the Task Order/MOU/Service Contract. The Contractor shall have no recourse for the payment of any amounts due by the Authority under this Contract or upon any representation, warranty, covenant, contract or obligation contained in this Contract or in any document, certificate or instrument that this Contract requires to be executed and delivered by the Authority or for any claim hereon or thereon shall be had by the Contractor, except from such Task Order/MOU/Service Contract Revenues.
- (b) The execution and delivery of this Contract by the Authority does not impose any personal liability on the members, directors, officers, employees or agents of the Authority or any Baltimore City Indemnatee. The Contractor shall have no recourse for any claims based on this Contract against any member, director, officer, employee or other agent of the Authority in his or her individual capacity, all such liability, if any, being expressly waived by the Contractor by the execution of this Contract.
- (c) No recourse shall be had to the general funds or general credit of the Authority for the payment of any amount due the Contractor hereunder, whether on account of the Price or for any loss or expense of any nature arising from the performance or non-performance of

the Authority's obligations hereunder. The sole recourse of the Contractor for all such amounts shall be to the funds available for such payment under of the terms of this Contract and the Task Order/MOU/Service Contract.

[SIGNATURES APPEAR ON THE NEXT PAGE]

IN WITNESS WHEREOF, each of the Authority and the Contractor has caused this Service Contract to be executed and sealed as of the date first written above and intends that this Service Contract is a contract under seal and a specialty.

NORTHEAST MARYLAND WASTE
DISPOSAL AUTHORITY

Attest:

By: _____

By: _____

Name: Andrew Kays

Title: Executive Director

Date:

CONTRACTOR

Attest:

By: _____

By: _____

Name:

Title:

Date:

APPENDIX 1 DEFINITIONS

“Applicable Law” means any law, regulation, requirement or order of any Governmental Authority, and all by either Party of its Governmental Approvals, applicable to: 1) the acquisition, design, construction, equipping, testing, financing, ownership, possession or operation of the CMA used to meet Contractor’s obligations under the Contract, 2) the Contract; or 3) the performance of obligations under the Contract or any other Contract entered into in connection with the Contract.

“Authority” means Northeast Maryland Waste Disposal Authority established pursuant to the Northeast Maryland Waste Disposal Authority Act, codified as Subtitle 9, Title 3 of the Natural Resources Article of the Annotated Code of Maryland, as amended, supplemented, superseded and replaced from time to time.

“Authority Project Manager” means the project manager designated by the Authority whose responsibilities are described in Section 11.01 of the Contract.

“Bankruptcy Code” means the United States Bankruptcy Code, 11 U.S.C. 101 et seq., as amended from time to time and any successor statute thereto. “Bankruptcy Code” shall also include (1) any similar state law relating to bankruptcy, insolvency, the rights and remedies of creditors, the appointment of receivers or the liquidation of companies and estates that are unable to pay their debts when due, and (2) in the event the Guarantor is incorporated or otherwise organized under the laws of a jurisdiction other than the United States, any similar insolvency or bankruptcy code applicable under the laws of such jurisdiction.

“Billing Period” means each calendar month. The first Billing Period shall begin on the Acceptance Date and shall continue to the last day of the month in which the Acceptance Date occurs and the last Billing Period shall end on the last day of the Term of this Contract.

“Contractor” means **TBD Engineering Firm**, organized and existing under the laws of Maryland, and its permitted successors and assigns.

“Contract” means this Service Contract for the services related to the Construction Phase Engineering Services for the Renovation of the Kane Street Sanitation Yard as dated above including the appendices and exhibits, and hereto of the documents referenced in Section 2.01.

“Contract Representative” means, in the case of the Contractor, the individual specified in writing by the Contractor as the representative of the Contractor from time to time for all purposes of this Contract and, in the case of the Authority, the Executive Director or such other representative as shall be designated in writing by the Executive Director from time to time.

“Effective Date” means the date the Contract is executed and delivered by both parties.

“Environmental Claim” means any investigation, notice, violation, demand, allegation, action, suit, injunction, judgment, order, consent decree, penalty, fine, lien, proceeding or claim against the Contractor to the extent arising (a) pursuant to, or in connection with, an actual or alleged

violation of, any Environmental Law, (b) in connection with any Hazardous Waste or actual or alleged Hazardous Waste Activity, (c) from any abatement, removal, remedial, corrective, or other response action in connection with a Hazardous Waste, Environmental Law or other order of a Governmental Authority or (d) from any actual or alleged damage, injury, threat, or harm to health, safety, natural resources, or the environment.

“Environmental Law” means any current or future Applicable Law pertaining to (a) the protection of health, safety and the indoor or outdoor environment, (b) the conservation, management, or use of natural resources and wildlife, (c) the protection or use of surface water or groundwater, (d) the management, manufacture, possession, presence, use, generation, transportation, treatment, storage, disposal, Release, threatened Release, abatement, removal, remediation or handling of, or exposure to, any Hazardous Waste or (e) pollution (including any release to air, land, surface water and groundwater), and includes, without limitation, the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, 42 U.S.C. §§ 9601 *et seq.*, Solid Waste Disposal Act, as amended, 42 U.S.C. §§ 6901 *et seq.*, Federal Water Pollution Control Act, as amended, 33 U.S.C. §§ 1251, *et seq.*, Clean Air Act, as amended, 42 U.S.C. 7401 *et seq.*, Toxic Substances Control Act of 1976, 15 U.S.C. §§ 2601 *et seq.*, Hazardous Wastes Transportation Act, 49 U.S.C. App. §§ 1801 *et seq.*, Occupational Safety and Health Act of 1970, as amended, 29 U.S.C. §§ 651 *et seq.*, Oil Pollution Act of 1990, 33 U.S.C. §§ 2701 *et seq.*, Emergency Planning and Community Right-to-Know Act of 1986, 42 U.S.C. §§ 11001 *et seq.*, National Environmental Policy Act of 1969, 42 U.S.C. §§ 4321 *et seq.*, Safe Drinking Water Act of 1974, as amended, 42 U.S.C. §§ 300(f) *et seq.*, any similar, implementing or successor law, including, without limitation, laws enacted by the State of Maryland or any other State, and any amendment, rule, regulation, order, or directive issued thereunder.

“Event of Default” means any of the events described in Section 11.08 of the Contract.

“Good Industry Practice” means the methods, techniques, standards and practices which, at the time they are to be employed and in light of the circumstances known or reasonably believed to exist at such time, are generally recognized and accepted as good operation, maintenance, repair, replacement and management practices in the municipal solid waste processing and recycling industry in the United States.

“Governmental Approval” means any permit, license, variance, certificate, consent, letter, clearance, closure, exemption, decision or action or approval of a Governmental Authority.

“Governmental Authority” means any international, foreign, federal, state, regional, City, or local person or body having governmental or quasi-governmental authority or subdivision thereof.

“Hazardous Waste” means:

- A. Any waste or substance, the treatment, storage or disposal of which, because of the composition or characteristics of the waste or substance, is unlawful to treat, store or dispose of at the acceptance or disposal facility or other facilities to be used in providing the services in this Contract, and is considered hazardous waste under Applicable Law, including, without limitation, wastes that are:

1. regulated as a toxic or Hazardous Waste as defined under either Subtitle C of the Solid Waste Disposal Act, 42 U.S.C. §§ 6921-6939a, or Section 6(e) of the Toxic Substances Control Act, 15 U.S.C. § 2605(e), as replaced, amended, expanded or supplemented, and any rules or regulations promulgated thereunder, or under the Environment Article of the Annotated Code of Maryland, Title 7, Section 7-101 et seq., as replaced, amended, expanded, or supplemented, and any rules or regulations promulgated thereunder; or
 2. Low level nuclear wastes, special nuclear wastes or nuclear by-product wastes, all within the meaning of the Atomic Energy Act of 1954, as replaced, amended, expanded or supplemented, and any rules, regulations or policies promulgated thereunder.
- B. Any other waste which any Governmental Authority or unit having appropriate jurisdiction shall lawfully determine, from time to time, to be ineligible for disposal through facilities of the type being used to provide the service under this Contract because of the harmful, toxic, or dangerous composition or characteristics of the waste or substance.

“Hazardous Waste Activity” shall mean any activity, event, or occurrence involving a Hazardous Waste, including without limitation, the manufacture, possession, presence, use, generation, transportation, treatment, storage, disposal, Release, threatened Release, abatement, removal, remediation, handling of or corrective or response action to any Hazardous Waste.

“Insurance Requirement” means any rule, regulation, code, or requirement issued by any insurance Contractor which has issued a policy of Required Procurement Support Period Insurance or Required Construction Inspection Insurance under this Contract, as in effect during the Term hereof, compliance with which is a condition to the effectiveness of such policy.

“Late Payment Rate” means the lesser of (i) the Prime Rate plus 2% per annum or (2) the maximum interest rate permitted by Applicable Law.

“Legal Proceeding” means every action, suit, litigation, arbitration, administrative proceeding, investigation and other legal or equitable proceeding by or before any Governmental Authority having a bearing upon this Contract and all appeals therefrom.

“Lien” means one person’s interest in another person’s property that arises because of a debt.

“MDE” means the Maryland Department of the Environment.

“Member Jurisdiction” means Baltimore City and Anne Arundel, Baltimore, Baltimore, Frederick, Harford, Howard and Montgomery Counties.

“OSHA” means the Occupational Safety and Health Act of 1970, 29 U.S.C. Section 650 et seq., including the applicable regulations promulgated thereunder, each as amended or supplemented from time to time.

“Party” means the Authority or the Contractor.

“Parties” means collectively the Authority and the Contractor.

“Person” means an individual, partnership, corporation, limited liability company, company, business trust, joint stock company, trust, unincorporated association, joint venture, Governmental Authority, or other entity of whatever nature.

“Price” means the proposed price, not to exceed, for the Work.

“Release” means any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the indoor or outdoor environment, including, without limitation, the abandonment or discarding of barrels, drums, containers, tanks or other receptacles containing or previously containing any Hazardous Waste.

“RFP” means the request for proposals issued April 1, 2022, including addenda thereto issued.

“Site” means the property located at 1400 Baltimore Blvd, Westminster, MD 21157.

“Site Inspection” has the meaning set forth in Section 6.02.

“Task Order/MOU/Service Contract” means the Task Order/MOU/Service Contract between the Authority of the City under which the City grants access to its Sanitation Yard for the Work at the Sanitation Yard.

“Sanitation Yard” means Baltimore City’s Sanitation Yard located at 111 Kane Street Baltimore, MD 21224

“Site-Related Information” means all site-related information provided to the Contractor prior to the Effective Date, inclusive.

“State” means the State of Maryland.

“Subcontract” means a contract or purchase order by the Contractor, or a Sub-Contractor to the Contractor, as applicable.

“Sub-Contractor” means Suppliers, vendors, consultants, Sub-Contractors and other Persons engaged as independent Contractors by Contractor that perform any part of the Work on behalf of Contractor or otherwise assist Contractor in the performance of its obligations under this Contract or other applicable Contracts.

“Task Order/MOU/Service Contract Revenues” means those funds made available by the City to the Authority under the specific terms and conditions of the Task Order/MOU/Service Contract.

“Tax” or “Taxes” means all fees, taxes (including sales taxes, use taxes, stamp taxes, value-added taxes, ad valorem taxes and property taxes (personal and real, tangible and intangible)), levies, assessments, withholdings and other charges and impositions of any nature, plus all related

interest, penalties, fines and additions to tax, now or hereafter imposed by any federal, state, local or foreign government or other taxing authority.

“Term” has the meaning set forth in Article III.

“Termination Date” means the last day of the Term of this Contract.

“Uncontrollable Circumstance” means an event or condition listed in this definition, whether affecting the Authority, the City or the Contractor, that has, or may reasonably be expected to have, a material adverse effect on the operation of the Sanitation Yard, if such event or condition is beyond the reasonable control, and not the result of willful or negligent action or a lack of due diligence, of the non-performing party relying thereon as justification for not performing any obligation or complying with any condition required of such party hereunder, for delaying such performance or compliance. The following events or conditions, and no others, shall constitute Uncontrollable Circumstances if they meet the requirements of the preceding sentence:

- (a) an act of God, hurricane, landslide, earthquake or similar occurrence, fire, explosion or other casualty, an act of the public enemy, war, insurrection, riot, general arrest or restraint of government and people, civil disturbance or similar occurrence, or sabotage committed at a facility by a person other than an employee or agent of, or visitor invited by, the Contractor or its affiliates, or the Contractor’s Sub-Contractors of any tier;
- (b) the failure of the City or the appropriate federal or state agencies or public utilities having operational jurisdiction over the Sanitation Yard to provide and maintain all utilities services (excluding sewerage and water lines) to the Sanitation Yard.
- (c) A non-Contractor or non-Sub-Contractor Labor Action.

No other events or conditions of any kind shall be considered an Uncontrollable Circumstance for the purposes of this Contract.

In no event will Sub-Contractor Default or a Contractor Labor Action constitute an Uncontrollable Circumstance.

The term “reasonable control” includes investigation or planning that is required by sound management or industry practices. No change in any Applicable Law imposing or increasing any Tax, shall constitute an Uncontrollable Circumstance.

For clarification purposes, “Uncontrollable Circumstance” shall not include the following:

- (A) reasonably predictable weather conditions for the geographic area of the Sanitation Yard; or
- (B) the imposition of any new condition in or other change to a Governmental Approval on or before the Notice to Proceed Date; or
- (C) the failure of a Party (including a Sub-Contractor) to any Contract with Contractor to perform its obligations under such Contract or undertaking unless the failure of such Party to perform is caused by an Uncontrollable Circumstance affecting such Party; or
- (D) with respect to Contractor only, any error or defect in the design or construction or equipping of the Corrective Measures; or
- (E) any labor strike or work stoppages solely caused by or solely directed at Contractor or its Sub-Contractors (or the affiliates of either);
- (F) any insolvency or bankruptcy of a Sub-Contractor of any tier;
- (G) general economic or industry conditions or increased costs of equipment, material, labor, or other components of the Work.

“Work” means all work and activities to be performed by Contractor under this Contract, including, without limitation, the Scope of Work as set forth in accordance with this Contract.

APPENDIX 2 TERMS OF PAYMENT

Fee Paid to the Contractor by the Authority:

Price for work completed in the Period

Where:

Price for work completed in the Period is the recorded hours per staff member, as reported under each discreet task, completed and verified in the period times the appropriate hourly rate. Price also includes verifiable out of pocket expenses.

If the Contractor seeks a rate increase for an upcoming Fiscal Year, no later than sixty (60) days after the end of the current Fiscal Year, the Contractor must submit a written request to the Contract Officer for an increase in the rates in the "Rate Schedule." No later than thirty (30) days after receipt of the written request, the Authority will inform the Contractor in writing as to the accepted adjustment for the succeeding Fiscal Year. The Contractor may submit additional detail to the Authority to substantiate a larger increase. No annual increase will be greater than the lesser of 4% **or** actual CPI over the previous year. Project Principal/Officer/Director annual adjustments are capped at 50% of the calculated adjustment, if allowed.

The Requested Maximum Annual Inflation Adjuster will be calculated as follows:

All adjustments shall be made using the Bureau of Labor Statistics Consumer Price Index (CPI) for all Urban Consumers for Baltimore-Columbia-Towson, MD - All Items (1982-84=100). The July 1, 2023 adjustment shall compare the most recently reported CPI as of July 1, 2023 (the April 2023 reference month) to the April 2022 CPI reference month. Thereafter the most recent CPI reported on July 1st of current year (April reference month) will be compared to the CPI used from previous period (April reference month).

The Requested Maximum Annual Inflation Adjuster shall be the lesser of 4% or 100 % of any increase in the CPI. The most recent reported CPI as of July 1st of current year less the CPI used from previous year equals the index point change. Divide the index point change by the CPI used in the previous year and add 1 to equal the Inflation Adjustor. The Inflation Adjustor shall be rounded to the second decimal place.

The Requested Maximum Annual Inflation Adjustor, for each one-year period, shall not exceed 1.04 and be applied to the most recent Fiscal Year's rates.

Examples of Inflation Adjustor Calculation:

1. July 1, 2023 Inflation Adjustor:

CPI for July 1, 2023 (reference month April 2023): 252.185

April 2022 CPI reference month: 247.688

Index Point Change: $252.185 - 247.688 = 4.497$

Inflation Adjustor: $4.497 / 247.688 + 1 = \mathbf{1.02}$ (rounded to second decimal place)

2. July 1, 2024 Inflation Adjustor:

CPI for July 1, 2024 (reference month April 2024): assume 257.352

CPI for July 1, 2023 (reference month April 2023): 252.185 (CPI used from previous year)

Index Point Change: $257.352 - 252.185 = 5.167$

Inflation Adjustor: $5.167 / 252.185 + 1 = \mathbf{1.02}$ (rounded to second decimal place)

APPENDIX 3 PAYMENT REQUEST

Title Block: Date, Name of Project, Name of Contractor employee creating form, Signature of Contractor Representative

Summary of Payments to date

Summary of work completed since last payment, including daily time summaries by job class and personnel for each Task, and receipts for all out of pockets costs* charged to the project

Requested payment amount

% of work remaining, % of money remaining

Summary of schedule to date

Summary of work to be undertaken in next period

*meals must conform to the GSA daily reimbursement guidelines for the District of Columbia and cannot include charges for alcohol. [Per Diem Rates Look-Up | GSA](#) (last accessed 03.28.2022)

Appendix 4 – RESERVED

Appendix 5 – RESERVED

APPENDIX 6 PAYMENT AND WORK PROGRESS

Payment to Contractor shall be made as follows:

On or about the 8th day of each month, Contractor shall submit an invoice to Authority, with the information specified in Appendix 3.

Authority shall, within 15 days after receipt of invoice from Contractor, determine whether (A) the Work performed conforms with the requirements of this Contract; (B) the invoice and required backup information have been properly submitted; and (C) the invoiced amount reflects the work performed to-date and shall inform Contractor as to whether Authority disputes any portion of the invoice. Notwithstanding the foregoing, in no event shall Authority's determination or payment of any amount hereunder constitute or be deemed a waiver of any provision of this Contract, and Authority shall have the right to enforce this Contract against Contractor notwithstanding any such determination or payment if Authority subsequently determines for any reason that any determination or payment of an invoice was erroneous. Subject to such determination by Authority, and except for disputed portions of any invoice, Authority shall pay Contractor within 45 days after receipt by Authority of Contractor's invoice.

Authority, based on its reasonable estimate, may withhold such portion of any payment to such extent as may be necessary to protect Authority from loss due to Contractor's failure to comply with items (A) through (G) below and in respect of the following:

- (A) Work not performed in accordance with the requirements of this Contract whether payment for such Work is requested by invoice or previously made by Authority;
- (B) Claims filed against Authority or the City arising from Contractor's failure to perform in accordance with the terms of its subcontracts, other than claims for which Liens have been filed against the City that Contractor has bonded or has secured with any other kind of security permitted by Applicable Law against such Lien which is reasonably acceptable to Authority;
- (C) Failure of Contractor to make payments in respect of material or labor or other obligations incurred as a result of activities covered by this Contract, unless Contractor has, in good faith, reasonably disputed such payments and, if any Lien is filed with respect thereto, Contractor has posted a bond or any other kind of reasonable security permitted by applicable Law against such Lien;
- (D) Evidence that the invoice (together with previously invoiced amounts) exceeds the amount payable with respect to the Work achieved;
- (E) Undisputed damages or any other amounts owed by Contractor to Authority under this Contract for which Authority has not been paid;
- (F) Contractor's failure to provide a Recovery Plan, or Contractor fails to implement any approved Recovery Plan; and

- (G) Persistent failure to carry out material obligations of the Work in accordance with this Contract

Authority shall advise Contractor in writing within 15 days after receipt of Contractor's invoice of any actual or reasonable evidence leading to a possible delayed payment of any portion of an invoice. Upon receipt of such Notice, Contractor shall promptly take any and all reasonable steps available to remedy any condition identified by Authority leading to such claims.

APPENDIX 7 REQUIRED INSURANCE

General Insurance Requirements

- A. Contractor shall not commence Work until Contractor has obtained, at Contractor's own expense, all of the insurance as required hereunder and such insurance has been approved by Authority. Approval of insurance required of Contractor will be granted only after submission to Authority of original certificates of insurance signed by authorized representatives of the insurers.
- B. Contractor shall require its Sub-Contractors to maintain insurance, to the same extent required of Contractor.
- C. All insurers underwriting Contractor's insurance must be allowed to do business in Maryland and acceptable to Authority. The insurers must have a financial strength rating of "A-" or better, and a financial size category of "Class VII" or higher in the latest evaluation by A. M. Best Contractor, unless Authority grants specific approval for an exception.
- D. All insurance policies required hereunder shall be endorsed to provide that the policy is not subject to cancellation or non-renewal until 30 days prior written notice has been given to Authority. Contractor is required to notify Authority of such cancellation or non-renewal.
- E. Insurance provided to Authority and its directors, officers and employees by Contractor shall be primary, and any other insurance, coverage or indemnity available to Authority and its directors, officers and employees shall be excess of and non-contributory with insurance provided by Contractor.
- F. If any liability insurance purchased by Contractor has been issued on a "claims made" basis, Contractor must comply with the following additional conditions.

Contractor must either:

- 1. Agree to provide certificates of insurance to Authority evidencing the coverages for a period of 2 years after the Contract terminates or expires, whichever is earlier. Such certificates shall evidence a retroactive date no later than the beginning of the services under this Contract, or
- 2. Purchase an extended (minimum 2 years) reporting period endorsement for each such "claims made" policy in force as of the date the Contract terminates or expires, whichever is earlier and evidence the purchase of this extended reporting period endorsement by means of a certificate of insurance or a copy of the endorsement itself. Such certificate or copy of the endorsement shall evidence a retroactive date no later than the beginning of the services under this Contract.

Contractor's Liability Insurance

Contractor shall purchase the following liability insurance coverages for not less than the limits specified below or required by law, whichever is greater:

1. Commercial general liability insurance that insures against claims for bodily injury, property damage, and personal and advertising injury arising out of or in connection with services under this Contract, whether such operations be by Contractor, its employees or Sub-Contractors or their employees. The minimum limits of liability for this insurance are as follows:

- \$1,000,000 combined single limit - each occurrence
- \$2,000,000 combined single limit- general aggregate
- \$2,000,000 combined single limit - products/completed operations aggregate

This insurance shall include coverage for all of the following:

- Any general aggregate limit shall apply per project;
- Liability arising from premises and operations;
- Liability arising from the actions of independent Contractors;
- Liability arising from products and completed operations;
- Liability arising from explosion, collapse and underground (XCU) hazards.

This insurance shall name the Authority and its directors, officers and employees, as well as Baltimore City, as additional insureds with respect to liability arising out of or in connection with services under this Contract for both ongoing operations (including Authority's supervision) and completed operations, and the certificate of insurance must so state this.

2. Business auto liability insurance with a minimum combined single limit of \$1,000,000 per accident and including coverage for bodily injury and property damage claims arising out of:

- The maintenance, use or operation of any auto.

3. Workers compensation insurance with statutory benefits as required by any state or Federal law, including standard "other states" coverage and employers' liability insurance with minimum limits:

- \$100,000 each accident for bodily injury by accident;
- \$100,000 each employee for bodily injury by disease; and
- \$500,000 policy limit for bodily injury by disease.

4. Umbrella excess liability or excess liability insurance with minimum limits of:

- \$1,000,000 each occurrence;
- \$1,000,000 aggregate other than products/completed operations and auto liability; and
- \$1,000,000 products/completed operations aggregate, and including all of the following coverages on the applicable schedule of underlying insurance:

- commercial general liability;
- business auto liability; and
- employer's liability.

This insurance shall name the Authority and its directors, officers and employees, as well as Baltimore City, as additional insureds with respect to liability arising out of or in connection with services under this Contract for both ongoing operations (including Authority's supervision) and completed operations, and the certificate of insurance must so state this.

5. Contractor's professional liability insurance for claims that arise from the performance of professional services. A minimum annual aggregate limit of at least \$2,000,000 is required. Certificates of insurance shall evidence a retroactive date no later than the beginning of Contractor's services under this Contract.

EXHIBIT 4

DRAFT CONSTRUCTION DOCUMENTS

ATTACHMENTS:

1. Kane Street Renovation Construction Drawings
2. Technical Specifications
3. Special Provisions