

BOARD OF EDUCATION OF CARROLL COUNTY
125 NORTH COURT STREET
WESTMINSTER, MARYLAND 21157

INVITATION TO BID
BID NO. 12-024N
SOUTH CARROLL HIGH SCHOOL CHILLER REPLACEMENT

Sealed bids will be received by the Board of Education of Carroll County for Bid #12-024N for the South Carroll High School Chiller Replacement on March 1, 2012, 2:00 PM Local Time at the Carroll County Public School's Central Office, Charles I. Ecker Board Room, Room 007, located at 125 North Court Street, Westminster, Maryland 21157. Such bids so received shall be publicly opened and read aloud.

A pre-bid meeting/site visitation will be held on February 9, 2012 at 10:00 AM at South Carroll High School, 1300 West Old Liberty Road, Sykesville, MD 21784. It is highly recommended that all interested bidders attend the pre-bid conference / site visitation. Bidders must report to the school's office and sign in. The Owner and the Project Engineer will explain the scope of the project and answer questions about the bidding specifications.

The Project Engineer is the firm of Burdette, Koehler, Murphy & Associates, Inc., 1423 Clarkview Road, Baltimore, MD 21209. Phone number is 410-323-0600 and fax number is 410-377-2543.

Certified Minority Business Enterprises are encouraged to respond to this solicitation notice. The contractor or supplier who provides materials, supplies, equipment, and/or services for this construction project shall attempt to achieve the result that a minimum of six (6) percent of the total Contract value is made directly or indirectly from certified minority business enterprises. All general contractors and subcontractors, including certified MBE firms, when bidding as general or prime contractors, are required to attempt to achieve the MBE subcontracting goals from certified MBE firms approved by the Maryland Department of Transportation (MDOT).

Bidders are required to submit the completed Minority Business Enterprise Utilization and Fair Solicitation Affidavit, Attachment A, and the completed Minority Business Enterprise Participation Schedule, Schedule B, with their bid. If a bidder fails to submit either of these forms with their bid as required, their bid will be considered non-responsive. The apparent low bidder is required to submit additional Minority Business Enterprise documentation and supporting data that is specified in the bid documents within ten (10) working days after notification that the firm is the apparent low bidder.

All contractors must submit the completed Contractor's Qualification Questionnaire with their bid. This questionnaire is intended as a basis for establishing the qualifications of a Contractor for undertaking construction work under the jurisdiction of the Board of Education of Carroll County. For this project, bidders shall have been in business for a minimum of ten (10) years from the date of issuance of this bid, and shall have been a contractor who has performed similar services of a similar design and work scope of this project for a minimum of ten (10) years from the date of issuance of this bid.

Bidding documents will be available for viewing and ordering online at www.gardensrepro.com on January 31, 2012 and can be ordered electronically or picked-up in person from Gardens Reprographics, 419 Saint Paul Place, Baltimore, MD 21202. Hours: Monday through Friday 8:00 AM to 5:00 PM. Phone number is 410-539-2763 and fax number is 410-539-7308. The charge for the documents will be at the printer's cost.

The Board of Education of Carroll County shall not be responsible for the content and/or accuracy of any bidding documents that are issued and/or posted by a third party other than Gardens Reprographics.

All questions are to be in writing and directed to Jack Stitz, Project Manager, Burdette, Koehler, Murphy & Associates, Inc. Fax number is 410-377-2543 and email address is stitz@bkma.com. Only answers provided via addendum will be binding.

Bidding documents are available for examination at the Board of Education of Carroll County, Purchasing Office, Room 214, 125 North Court Street, Westminster, Maryland 21157, 410-751-3060.

The Board of Education of Carroll County shall not be responsible for errors or omissions made by the printer or advertising house, which prepares bid documents, addenda, or advertising services. If bidders or advertising houses suspect that their set of documents is incomplete or defective, they should immediately contact the Project Engineer.

Instructions pertaining to the Bid Bond, Performance and Materials Payment Bond requirements, and MBE procedures are contained in the bid documents. The conditions contained in this Invitation to Bid are a part of the bid documents.

The Carroll County Public Schools (CCPS) does not discriminate on the basis of disability in employment or the provision of services, programs or activities. Persons needing auxiliary aids and services for communication should contact the Office of Community and Media Relations at 410-751-3020 or publicinfo@carrollk12.org, or write to Carroll County Public Schools, 125 North Court Street, Westminster, Maryland 21157. Persons who are deaf, hard of hearing, or have a speech disability, may use Relay or 7-1-1. Please contact the school system at least one (1) week in advance of the date the special accommodation is needed.

Information concerning the Americans with Disabilities Act is available from the Director of Facilities or the Supervisor of Community and Media Relations.

Raymond Prokop
Director of Facilities
125 North Court Street
Westminster, Maryland 21157
(410) 751-3177

Carey Gaddis
Supervisor of Community & Media Relations
125 North Court Street
Westminster, Maryland 21157
(410) 751-3020

All bids shall be irrevocable for ninety (90) days after bid opening date and shall be accompanied by a Bid Bond. The Owner reserves the right to reject any or all bids and to waive, at its discretion, any or all informalities relative thereto.

Ray Nowicki, C.P.M., Buyer
The Board of Education of Carroll County