

PUR-1134
INVITATION TO BID

WASHINGTON COUNTY CENTRAL LIBRARY RENOVATION & EXPANSION
Contract No.: BL-REN-140-28

The Board of County Commissioners of Washington County, Maryland, (hereinafter the "Owner") will accept sealed bids for the **Washington County Central Library Renovation & Expansion, Contract BL-REN-140-28.** Bids will be received and time-stamped in the **Washington County Purchasing Department, Washington County Administration Building, 100 West Washington Street, Third Floor, Room #320, Hagerstown, MD 21740-4748,** until no later than **2:00 P.M. on Wednesday, September 22, 2010,** after which time they will be publicly opened in the Second Floor Conference Room #255 of the County Administration Building. Bids received after this time will be returned unopened.

Qualified Contractors may obtain drawings and specifications from the **Washington County Purchasing Department, County Administration Building, 100 West Washington Street, Third Floor, Room #320 Hagerstown, MD 21740-4748,** (Telephone 240-313-2330), for a **NON-REFUNDABLE** fee of **\$275.00** for each complete set. For mail requests, which must be made in writing, an additional **\$60.00** per set must be included, along with a full mailing address, contact person with e-mail address, and phone / fax number. All deposit checks for bidding documents shall be made payable to the **Washington County Treasurer and sent to the Washington County Purchasing Department at the above address.** If Contractor wishes to supply a FedEx or UPS account number in lieu of the additional mailing fee, this is acceptable. Payment must be received before the copies can be mailed. The Owner will provide successful bidder up to **Fifteen (15) sets** of plans and specifications at no cost. Additional copies, or portions thereof, may be charged at established printing costs.

Bid security in the form of a cashier's check, certified check, or bid bond in the amount of five percent (5%) of the bid amount shall be submitted with Contractor's bid. The successful bidder will be required to furnish satisfactory Payment and Performance Bonds for the full amount of the Contract. Bids shall be executed on bid forms provided with the bidding documents in accordance with the Instructions to Bidders.

The Owner may make such investigations as he deems necessary to determine the ability of the bidder to perform the work, and prospective bidders shall be required to furnish to the Owner's representative all such information as may be requested. The Owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the Owner that such bidder is properly qualified to carry out the obligation of the Contract and to complete the work contemplated therein.

A Pre-Bid Conference for the project will be held on **Friday, August 20, 2010 at 10:00 AM,** local time, at the **Washington County Central Library Western Maryland Room, 100 South Potomac Street, Hagerstown, MD 21740.** All prospective Bidders are requested to attend. Attendance is not mandatory but is strongly encouraged.

Bidders shall obtain Minority Business Enterprise (MBE) participation of not less than sixteen (16%) percent of the contract bid price in accordance with the Requirements and Contract Provisions for the Project financed through the Maryland Department of Education Grant Fund. The Owner reserves the right to reject any bid in which sixteen percent (16%) MBE participation is not achieved. The Maryland Department of Transportation's Office of Minority Business Enterprise is the official certification agency for the State of Maryland.

Washington County shall make positive efforts to utilize Disadvantaged Business Enterprises for its supplies and services and shall allow these sources the maximum feasible opportunity to compete for contracts. The Board of County Commissioners does not discriminate on the basis of race, color, national origin, sex, religion, age and disability in employment or the provision of services. Individuals requiring special accommodations are requested to contact the Washington County Purchasing Department at 240-313-2330 Voice, 711 Voice/TDD to make arrangements no later than seven (7) calendar days prior to the Pre-Bid Conference and/or Bid Opening.

The County Commissioners of Washington County, Maryland, reserve the right to reject any and/or all bids, to waive any informalities or irregularities in the bidding, and to take whatever action is to the best interest of Washington County.

By Authority of:

A handwritten signature in black ink that reads "Karen R. Luther". The signature is written in a cursive style with a large, looping initial "K".

Karen R. Luther, CPPO
Purchasing Agent

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND