



REQUEST FOR QUOTATION

PLEASE COMPLETE THE FOLLOWING CONTACT INFORMATION:

Company Name: _____

Address: _____

Contact Name: _____

Contact Title: _____

Phone Number: _____

E-mail: _____

NOTES

1. Quoted prices are to be net thirty (30) calendar days: all discounts are to be deducted and reflected in net prices.
2. The County reserves the right to reject any and/or all quotes, to waive any technicalities in the quote, and to take whatever action is in the best interest of Washington County, Maryland.
3. The County is exempt from State of Maryland Sales Tax. The County's Maryland Sales Tax Exemption Number is 3000129 2.

RETURN QUOTATIONS TO:

WASHINGTON COUNTY PURCHASING DEPARTMENT
Washington County Administration Complex
100 West Washington Street, Third Floor, Suite 3200
Hagerstown, Maryland 21740

Attention: Rick F. Curry, CPPO, Director of Purchasing

Telephone Number: 240-313-2330

REQUEST FOR QUOTATION THIS IS NOT AN ORDER

DATE ISSUED

11/16/2021

DELIVERY WANTED

See Attachment

DESCRIPTION

CARPET INSTALLATION AT WASHINGTON COUNTY DIVISION OF EMERGENCY SERVICES WILLIAMSPORT, MARYLAND

Q-21-703

(See Attached Instructions & Specifications)

QUOTATION DUE: Wednesday, December 15, 2021, no later than 3:00 P.M., (EDT/EST) and must be time-stamped in the Purchasing Department. Opening of quotations will follow. Interested parties are invited to hear a reading of the quotes. All quoters who wish to hear a reading of the quotes shall call 240-313-2330 to receive instructions prior to the teleconference.

QUOTATIONS TO BE ADDRESSED TO: Washington County Purchasing Department, Attn: Rick F. Curry, CPPO, Director of Purchasing, Washington County Administration Complex, 100 West Washington Street, Third Floor, Suite 3200, Hagerstown, Maryland, 21740 and enclosed in a sealed opaque envelope marked "**QUOTATION – (Q-21-703) CARPET INSTALLATION AT WASHINGTON COUNTY DIVISION OF EMERGENCY SERVICES**" and bearing the vendor's name.

Having received clarification on all items of conflict or upon which any doubt arose, the undersigned proposed to furnish all labor, materials and equipment called for by said specifications and instructions for the TOTAL LUMP SUM QUOTATION.

NOTE: This page is to be returned with the Form of Proposal

We quote you as above - F.O.B. _____

Official Signature _____

Name Printed _____

Telephone Number _____

Acknowledge Addenda # _____ Date _____
_____ Date _____, # _____ Date _____

Delivery/Service can be performed no later than _____
calendar days from receipt of order.
Date _____

**Q-21-703
REQUEST FOR QUOTATION**

**CARPET INSTALLATION
1st FLOOR
WASHINGTON COUNTY DIVISION OF EMERGENCY SERVICES
16232 ELLIOTT PARKWAY
WILLIAMSPORT, MARYLAND**

INSTRUCTIONS

1. **QUOTATION SUBMISSION:** Quotations are to be enclosed in a sealed opaque envelope bearing the name of the Quoter and marked “**QUOTATION –(Q-21-703) CARPET INSTALLATION AT WASHINGTON COUNTY DIVISION OF EMERGENCY SERVICES**” Quotations are to be addressed to Rick F. Curry, CPPO, Director of Purchasing, Washington County Purchasing Department, Washington County Administration Complex, 100 West Washington Street, Third Floor, Suite 3200, Hagerstown, MD, 21740. **Please direct all inquiries to Rick F. Curry, CPPO, at 240-313-2330, fax 240-313-2331. Facsimile or Electronic Quotes will not be accepted.**
2. **QUOTATION OPENING:** Quotations must be received and time-stamped in the Purchasing Department no later than **Wednesday, December 15, 2021 at 3:00 P.M. (EDT/EST)** Quotations will be opened at that time in the Washington County Administration Complex, Conference Third Floor Conference Room 3000, 100 West Washington Street, Hagerstown, Maryland. All interested parties are invited to attend.
3. **PRE-QUOTATION CONFERENCE/TELECONFERENCE:**
A Pre-Quotation Conference/Teleconference will be held in person in the Washington County Administration Complex, Third Floor Conference Room 3000, 100 West Washington Street, Hagerstown, Maryland 21740, **10:00 A.M., (EDT/EST) Monday, November 29, 2021**, at which time County personnel will be present to answer any questions. All interested quoters wishing to take part in the meeting by teleconference shall call 240-313-2330 prior to the meeting to receive instructions. All interested quoters are requested to take part in the conference/teleconference. Participation in this meeting is not mandatory, but it is strongly encouraged.

NOTE: All Quoters must enter the Washington County Administrative Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible and must use the elevator to access the Purchasing Department to submit their quote and/or to attend the Pre-Quotation Conference and/or the Quote Opening. Alternate routes are controlled by a door access system. Washington County Government has announced new security protocols being implemented at the Washington County Administrative Complex at 100 West Washington Street, Hagerstown. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include but are not limited to: Weapons of any type; Firearms, ammunition and explosive devices;

Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace or any other chemical defense sprays; and Illegal substances.

4. **AWARD OF CONTRACT:** Washington County shall award the contract to the responsible, responsive low Quoter based on the total sum for the equipment. Carelessness in quoting prices, or in preparation of quotation otherwise, will not relieve the Quoter. Erasures or changes in quotations must be initialed. Upon approval of the cost proposal, it is the County's intent to issue a Notice to Proceed (purchase order) within fourteen (14) days.
5. **DISCOUNTS:** Quoted prices are to be net thirty (30) days; all discounts are to be deducted and reflected in net prices.
6. **DISPUTES:** In cases of disputes as to whether or not an item or service quoted or delivered meets specifications, the decision of the County Commissioners or authorized representative shall be final and binding on both parties.
7. **EQUAL OPPORTUNITY:** The Board of County Commissioners of Washington County 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 Purchasing Department at (240) 313-2330 Voice, TTY Dial 711 to make arrangements no later than one (7) calendar days prior to the Pre-Quotation Opening.
8. **EXCEPTION:** The submission of a quote shall be considered an agreement to all items, conditions, and specifications provided herein and in the various quotation documents unless specifically noted otherwise in the quotation.
9. **INSURANCE:** The successful Quoter must show, upon request and prior to the execution of a Contract or issuance of Purchase Orders and as required by the County, evidence of appropriate insurance as outlined in the attached ***Insurance Requirements for Independent Contractors*** policy (**Attachment No. 1**). Insurance coverage is required for the duration of the contract term. The quotation shall be identified on the certificate and The Board of County Commissioners of Washington County, Maryland shall be named as an additional insured. The certificate holder on the certificate shall be listed as The Board of County Commissioners of Washington County, Maryland, 100 West Washington Street, Hagerstown, Maryland.
10. **INTERPRETATION, DISCREPANCIES, OMISSIONS:** Should any Quoter find discrepancies in, or omissions from the documents, or be in doubt of their meaning, or feel that the specifications are discriminatory, he/she should at once request in writing, an interpretation from: Rick F. Curry, CPPO – Director of Purchasing, Washington County Purchasing Department, Washington County Administration Complex, 100 West Washington Street, Suite 3200, Hagerstown, Maryland 21740, Fax: (240) 313-2330; or send questions in Microsoft Word platform via-email to: purchasingquestions@washco-md.net

All necessary interpretations will be issued to all Quoters by the Washington County Director of Purchasing in the form of addenda to the specifications, and such addenda shall become part of

the Contract Documents. Exceptions taken in no way obligates the County to change the specifications. Failure of any Quoter to receive any such addendum or interpretation shall not relieve such Quoter from any obligation under his quote as submitted. The County will assume no responsibility for oral instructions or suggestions. **ORAL ANSWERS WILL NOT BE BINDING ON THE COUNTY.** Any requests received after 4:00 P.M., (EDT/EST), Monday December 6, 2021 may not be considered.

11. **LANDFILL FEES:** Disposal of items shall be at an approved sanitary landfill and any fees for it must be included in the Contractor's quotation.
12. **LAWS AND REGULATIONS:** The Bidder's attention is directed to the fact that all applicable State laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout, and they will be deemed to be included in the Contract the same as though herein written out in full. The successful Quote shall pay all sales, consumer, use another similar taxes required by law and shall secure all permits, fees and licenses necessary for the execution of the work.
13. **LIQUIDATED DAMAGES:** Assessments shall be made at the rate of one percent (1%) of the quoted price, per unit, per day, for each unit not delivered by the due date. This assessment shall be deducted for the invoice price.
14. **LUMP SUM PROPOSAL:** A lump sum proposal is being requested for the work. The total sum for the work shall include the cost of any and all permits and/or fees, the cost of all applicable seals and other taxes required by Local, State and Federal laws, the cost of required bonds and insurance's, the cost of all material, labor, equipment, plant and other services and facilities of every nature whatsoever or as may be necessary to complete the project as described in the specifications.
15. **POLITICAL CONTRIBUTION DISCLOSURE:** In accordance with Maryland Code, State Finance and Procurement Article, §17-402, the Bidder shall comply with Maryland Code, Election Law Article, Title 14, which requires that every person that enters into contracts, leases, or other agreements with the State, a county, or any incorporated municipality, or their agencies during a calendar year in which the person receives in the aggregate \$100,000 or more, shall file with the State Administrative Board of Election Laws a statement disclosing contributions in excess of \$500 made during the reporting period to a candidate for elective office in any primary or general election. The statement shall be filed with the State Administrative Board of Election Laws: (1) before a purchase or execution of a lease or contract by the State, a county, an incorporated municipality or their agencies, and shall cover the preceding two (2) calendar years; and (2) if the contribution is made after the execution of a lease or contract, then twice a year, throughout the contract term, on: (a) February 5, to cover the 6-month period ending January 31; and (b) August 5, to cover the 6-month period ending July 31.
16. **PAYMENT:** Payment will be made within thirty (30) calendar days of receipt of invoice submitted after final inspection, approval and acceptance by the County's Representative. Invoices shall be submitted to the Washington County Division of Emergency Services, 16232

Elliott Parkway, Williamsport, Maryland 21795, in the amount stipulated on the Request for Quotation Form.

17. **PAYMENT OF COUNTY AND MUNICIPAL TAXES:** Effective October 1, 1993, in compliance with Section 1-106(b)(3) of the Code of the Public Local Laws of Washington County, Maryland, "If a Bidder has not paid all taxes owed to the County or a municipal corporation in the County, the Board of County Commissioners of Washington County, Maryland may reject the Bidder's bid."
18. **QUALIFICATION:** The Board of County Commissioners of Washington County, Maryland may make such investigations as it deems necessary to determine the ability of the Bidder to perform the work, and the Bidders shall furnish to the County all such information and data for this purpose as the County may request. The County reserves the right to reject any bid if the evidence submitted by or investigation of, such Bidder fails to satisfy the County that such Bidder is properly qualified to carry out the obligation of the contract and to complete the work contemplated therein. Conditional quotations will not be accepted.
19. **RESERVATIONS:** The Board of County Commissioners of Washington County, Maryland, reserves the right to accept or reject any or all quotes, to waive formalities, informalities and technicalities therein. The Board reserves the right to contact a Quoter for clarifications and may, at its sole discretion, allow a Quoter to correct any and all formalities, informalities and technicalities in the best interest of Washington County, Maryland.
20. **RESPONSIBILITY OF CONTRACTOR:** Each Contractor submitting a quotation for this work shall first examine the site and thoroughly satisfy himself to the conditions under which he will operate or that will in any manner affect any work under his contract. The Contractor shall accept the site as he finds it. All proposals shall take into consideration all conditions that may affect the work. No allowance shall be made to any Contractor for negligence in this respect.
21. **TIME OF COMPLETION:** By submission of this proposal, the Bidder agrees to commence work under this contract upon receipt of the Notice to Proceed (Issuance of Purchase Order), prosecute the work diligently, and **substantially complete for its intended use not later than, the dates and time constraints specified. All work shall be completed within the periods specified on the attached chart labeled "Completion Schedule – Division of Emergency Services First Floor"**. The time stated for completion shall include material procurement, installation, and final cleanup of the premises ready for occupancy. The work area will be made available to the Contractor to accommodate the expedited work schedule.

Q-21-703
REQUEST FOR QUOTATION

CARPET INSTALLATION
1st FLOOR
WASHINGTON COUNTY DIVISION OF EMERGENCY SERVICES
16232 ELLIOTT PARKWAY
WILLIAMSPORT, MARYLAND

SPECIFICATIONS

1. **GENERAL DESCRIPTION:** The scope of work includes removal of carpet and carpet installation at the Washington County Division of Emergency Services, 16232 Elliott Parkway, Williamsport, Maryland. First floor, training classrooms, and nine (9) offices, as per the attached plans.
2. **SUBSTITUTIONS:** No substitutions will be permitted for the materials specified herein.
3. **EXISTING CONDITIONS:** The existing carpet and cove base is intact. The Contractor shall remove and dispose of existing glue down carpet and cove base. The Contractor shall remove and dispose of existing double stick carpet/pad and cove base. To assure proper carpet installation and adhesion, cleaning; patching and repair of existing surfaces shall be the responsibility of the Contractor and incidental to the cost of the finished materials. The Contractor shall move the existing furniture in the offices prior to installation and move back in proper place.
4. **CARPET TYPE:** Mohawk Group, Blended Twist Carpet Tile 24" x 24" Premium EcoFlex ICT backing (#BT413); tufted weight 15 oz.
5. **CARPET TO TILE ADAPTER AND EDGE GUARD:** The Contractor shall use 1/4" to 1/8" material, navy blue adapter strips at all areas where the carpet and tile join in doorways. The Contractor shall use 1/4" material to floor, navy blue edge guard at existing outside doorway in Training Classrooms.
6. **MATERIAL, STYLE & COLOR:**

Location	Material	Style & Color	Area
B02, B03, B07A, B07B, B09, B10, B11, B12, B13, B14, B15	Carpet	Twilight (#7568)	310 sq. yds.
Attick Stock	Carpet	Twilight (#7568)	10.66 sq. yds.

7. **INSTALLATION METHOD:** Glue down, proper adhesive
8. **VINYL COVE BASE SELECTION (Office Areas):**
- A. Manufacturer: Tarkett/Johnsonite Traditional Cove 4" Vinyl Wall Base with Toe
 - B. Thickness: Vinyl 1/8" 3.18 mm
 - C. Style and Color: Navy Blue (#18)
 - D. Quantity: 400 feet (approximate)
 - E. Length Type: Coil
9. **RUBBER COVE BASE SELECTION (Training Classrooms):**
- A. Manufacturer: Tarkett/Johnsonite Traditional Duracove 4.5" Rubber Wall Base with Toe
 - B. Thickness: Rubber 1/8" 3.18 mm
 - C. Style and Color: Navy Blue (#18)
 - D. Quantity: 160 feet (approximate)
 - E. Length Type: Coil
10. **MATERIAL QUANTITIES:** Quantities shown above (Item No. 6, No. 8, and No. 9) are approximate and intended for preliminary use by the Quoter in determining extent of work. The successful Contractor shall be responsible for determining the necessary amount of materials to complete the work in accordance with acceptable industry standards and those provided herein.
11. **COMPLETION SCHEDULE:**

Location	Date
B02, B03, B07A, B07B, B09, B10, B11, B12, B13, B14, B15	January 2022

POLICY TITLE: Insurance Requirements for Independent Contractors

ADOPTION DATE: August 29, 1989

EFFECTIVE DATE: September 1, 1989

FILING INSTRUCTIONS:

I. PURPOSE

To protect Washington County against liability, loss or expense due to damaged property, injury to or death of any person or persons and for care and loss of services arising in any way, out of, or in connection with or resulting from the work or service performed on behalf of Washington County.

II. ACTION

The following should be inserted in all Independent Contractor Contracts:

"The Contractor shall procure and maintain at his sole expense and until final acceptance of the work by the County, insurance as hereinafter enumerated in policies written by insurance companies admitted in the State of Maryland, have A.M. Best rating of A- or better or its equivalent, and acceptable to the County."

1. **Workers Compensation:** The Contractor agrees to comply with Workers Compensation laws of the State of Maryland and to maintain a Workers Compensation and Employers Liability Policy.

Minimum Limits Required:

Workers Compensation -	Statutory
Employers Liability -	\$100,000 (Each Accident)
	\$500,000 (Disease - Policy Limit)
	\$100,000 (Disease - Each Employee)

2. **Comprehensive General Liability Insurance:** The Contractor shall provide Comprehensive General Liability including Products and Completed Operations.

Minimum Limits Required:

\$1,000,000 combined single limit for Bodily Injury and Property Damage.

Such insurance shall protect the County, its agents, elected and appointed officials, commission members and employees, and name Washington County on the policy as additional insured against liability, loss or expense due to damaged property (including loss of use), injury to or death of any person or persons and for care and loss of services arising in any way, out of, or in connection with or resulting from the work of service performed on behalf of Washington County.

2. **Comprehensive General Liability Insurance** (continued)

The Contractor is ultimately responsible that Subcontractors, if subcontracting is authorized, procure and maintain at their sole expense and until final acceptance of the work by the County, insurance as hereinafter enumerated in policies written by insurance companies admitted in the State of Maryland, have A.M. Best rating of A- or better or its equivalent, and acceptable to the County.

3. **Business Automobile Liability:** The Contractor shall provide Business Auto Liability including coverage for all leased, owned, non-owned and hired vehicles.

Minimum Limits Required:

\$1,000,000 combined single limit for Bodily Injury or Property Damage.

Certificate(s) of Insurance: The Contractor shall provide certificates of insurance requiring a 30-day notice of cancellation to the Insurance Department, Board of County Commissioners of Washington County prior to the start of the applicable project.

Approval of the insurance by the County shall not in any way relieve or decrease the liability of the Contractor. It is expressly understood that the County does not in any way represent that the specified limits of liability or coverage or policy forms are sufficient or adequate to protect the interest or liabilities of the Contractor.

All responsibility for payment of any sums resulting from any deductible provisions, corridor, or self-insured retention conditions of the policy or policies shall remain with the Contractor.

General Indemnity: The Contractor shall indemnify, defend and save harmless the Board of County Commissioners of Washington County, its appointed or elected officials, commission members, employees and agents for any and all suits, legal actions, administrative proceedings, claims, demands, damages, liabilities, interest, attorneys fees, costs and expenses of whatsoever kind of nature, whether arising before or after final acceptance and in any manner directly or indirectly caused, occasioned or contributed to in whole or in part by reason of any act, error or omission, fault or negligence whether active or passive by the Contractor, or any one acting under its direction, control or on its behalf in connection with or incident to its performance of the Contract.

Revision Date: August 27, 1991

Effective Date: August 27, 1991

Revision Date: March 4, 1997

Effective Date: March 4, 1997

Q-21-703
CARPET INSTALLATION AT WASHINGTON COUNTY DIVISION OF EMERGENCY SERVICES
WILLIAMSPORT, MARYLAND

FORM OF PROPOSAL

Item No.	Item Description	Unit of Measure	Est. Qty.	Unit Price (Figures)	Total Price (Figures)
1	Removal of Carpet and Carpet Installation, Washington County Division of Emergency Services, 16232 Elliott Parkway, First Floor, Training Classrooms and nine (9) offices, Williamsport, Maryland. Style and Color – Twilight (#7568). <div style="text-align: right;">_____ Dollars (Written)</div> <div style="text-align: right;">_____ per Cents (Written)</div>	Sq. Yds.	320.66	\$ _____ (Figures)	\$ _____ (Figures)
TOTAL LUMP SUM (Item No. 1 above) <div style="text-align: right;">_____ Dollars (Written)</div> <div style="text-align: right;">_____ Cents (Written)</div>			<div style="text-align: right;">\$ _____ (Figures)</div>		

REMARKS/EXCEPTIONS: _____

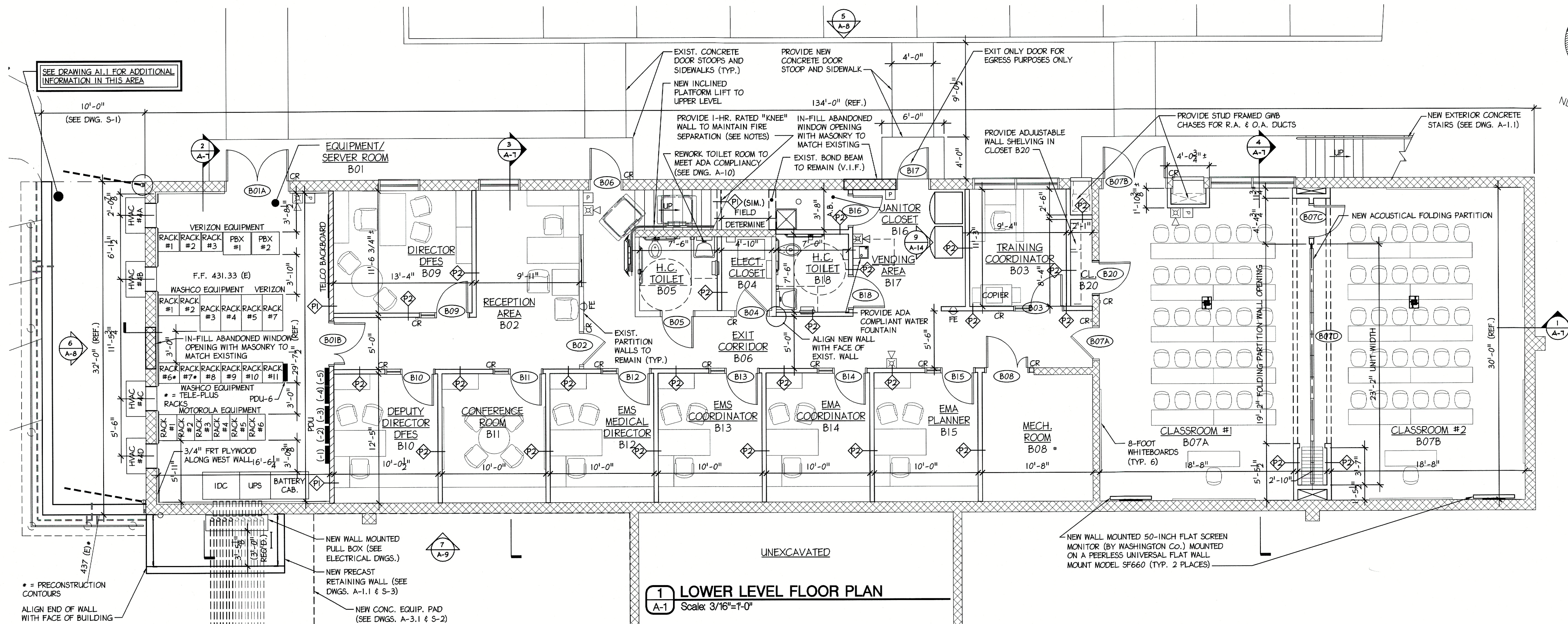
Form of Proposal

Carpet Installation at Washington County Division of Emergency Services

Q-21-703

Page 10

 Quoter's Name



NOTES: -

- SEE DRAWING A-15 FOR TYPICAL FRAMING DETAILS AND PARTITION TYPES.
- DUE TO THE COMPLEXITY OF THIS PROJECT WITH RESPECT TO MULTIPLE CONTRACTS, VENDORS, AND TRADES WORKING CONCURRENTLY, IT SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO SCHEDULE DEMOLITION AND CONSTRUCTION ACTIVITIES SO THAT SAID VENDORS AND TRADESPERSONS ARE NOT WORKING IN CONFLICT WITH ONE ANOTHER. WASHINGTON COUNTY PROJECT 28-112 PRIMARILY INVOLVES THE WORK BEING COMPLETED ON THE WEST END OF THE PROJECT SITE AND INVOLVES VENDORS SUCH AS MOTOROLA AND VERIZON. AMONG OTHERS, WASHINGTON COUNTY PROJECT 28-115 (THIS CONTRACT) PRIMARILY INVOLVES WORK BEING COMPLETED WITHIN THE NORTH WING OF THE PUBLIC WORKS ANNEX BUILDING AND ALSO INVOLVES VENDORS SUCH AS MOTOROLA, VERIZON, AND SPECIALTY VENDORS ASSOCIATED WITH THE 911 EMERGENCY COMMUNICATIONS CENTER. THE TWO PROJECTS WILL INTERFACE WITH EACH OTHER, AND IT IS ANTICIPATED THAT THE AFOREMENTIONED SCHEDULING WILL BE COMPLETED COOPERATIVELY BETWEEN THE TWO (2) PROJECTS.
- NOTES TO EXPAND JANITOR CLOSET B16: A) FOLLOWING REMOVAL OF CMU PARTITION, REPAIR CONCRETE FLOOR AS REQUIRED TO PROVIDE A FINISHED APPEARANCE. B) CONTINUE EXIST. 1-HOUR RATED GMB WRAP AROUND BOND BEAM AND ON UNDERSIDE OF STEEL PAN STAIRS TO MAINTAIN EXIST. FIRE SEPARATION. FRAME AS REQUIRED WITH 7/8" COLD ROLLED HAT CHANNEL FRAMING MEMBERS. C) PROVIDE A 1-HOUR "KNEE" WALL AT WEST END OF EXPANDED JANITOR'S CLOSET; WALL SHALL BE SIMILAR IN CONSTRUCTION TO PARTITION TYPE "P-1".

ROOM SCHEDULE	
ROOM	DESIGNATION
B01*	EQUIPMENT/SERVER ROOM*
B02	RECEPTION AREA
B03	TRAINING COORDINATOR
B04*	ELECTRICAL CLOSET*
B05*	MENS H.C. TOILET*
B06	EXIT CORRIDOR
B07A	CLASSROOM #1
B07B	CLASSROOM #2
B08*	MECHANICAL ROOM*
B09	DIRECTOR OF FIRE & EMERGENCY SERVICES
B10	DEPUTY DIRECTOR OF FIRE & EMERGENCY SERVICES
B11	CONFERENCE ROOM
B12	EMS MEDICAL DIRECTOR
B13	EMS COORDINATOR
B14	EMA COORDINATOR
B15	EMA PLANNER
B16*	JANITOR CLOSET/SPRINKLER ROOM*
B17	VENDING AREA
B18*	WOMENS H.C. TOILET*
B19	UNASSIGNED (NOT USED)
B20	CLOSET

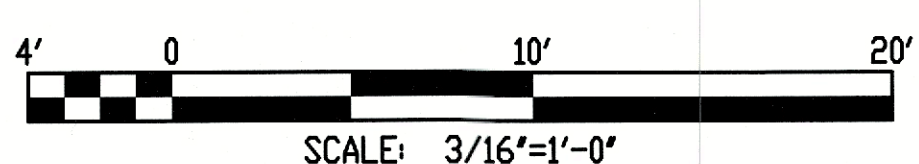
* = PROVIDE ADA SIGNS BRAILLE TACTILE

ROOM FINISH SCHEDULE

ROOM			FLOORS				BASES		WAINSCOTS		WALLS			CEILINGS				REMARKS																			
LOCATION (FLOOR)	ROOM NUMBER	ROOM NAME	MATERIALS				MATERIALS		MATERIALS		HGT.	MATERIALS			MATERIALS		MTG.																				
		SEALD CONC.	STATIC DISSIPATIVE TILE VINYL COMPOSITION TILE	CERAMIC TILE	CARPET			EXISTING TO REMAIN RESILIENT	MMA COVE	CERAMIC TILE	VINYL COVE	WOOD		EXISTING TO REMAIN PANELING	TILE	PAINTED	CERAMIC TILE		FIBERGLASS REINF. PANELS		MASONRY	GYPSUM BOARD	PAINTED	PAINTED PLYWOOD						GYPSUM BOARD EXPOSED	ACCOUSTICAL TILE			EXISTING TO REMAIN FURRED	SUSPENDED		SUSPENSION HEIGHT
LL	B01	EQUIPMENT/SERVER ROOM	●							●											●	●	●												N/A		
LL	B02	RECEPTION AREA				●				●												●	●										●	7'-6"			
LL	B03	TRAINING COORDINATOR				●				●												●	●										●	7'-6"			
LL	B04	ELECTRICAL CLOSET						●		●			●										●	●											N/A		
LL	B05	MENS H.C. TOILET			●					●								●	4'-0"		●	●	●								●			●	8'-0"	"GREENBOARD" MAY BE SUBSTITUTED FOR GMB	
LL	B06	EXIT CORRIDOR		●						●																								●	7'-6"		
LL	B07A	CLASSROOM #1				●				●												●	●										●	7'-6"	MATCH EXISTING CEILING HEIGHT		
LL	B07B	CLASSROOM #2				●				●												●	●										●	8'-0"	MATCH EXISTING CEILING HEIGHT		
LL	B08	MECHANICAL ROOM	●							●												●	●												N/A		
LL	B09	DIRECTOR OF FIRE & EMERGENCY SERVICES				●				●												●	●											●	8'-0"		
LL	B10	DEPUTY DIRECTOR OF FIRE & EMERGENCY SERVICES				●				●												●	●											●	7'-6"		
LL	B11	CONFERENCE ROOM				●				●												●	●											●	7'-6"		
LL	B12	EMS MEDICAL DIRECTOR				●				●												●	●											●	7'-6"		
LL	B13	EMS COORDINATOR				●				●												●	●											●	7'-6"		
LL	B14	EMA COORDINATOR				●				●												●	●											●	7'-6"		
LL	B15	EMA PLANNER				●				●												●	●											●	7'-6"		
LL	B16	JANITOR CLOSET	●							●												●	●												N/A		
LL	B17	VENDING AREA		●						●												●	●											●	8'-0"		
LL	B18	WOMENS H.C. TOILET			●					●								●	4'-0"		●	●	●								●			●	8'-0"	"GREENBOARD" MAY BE SUBSTITUTED FOR GMB	
LL	B19	UNASSIGNED (NOT USED)																																			
LL	B20	CLOSET		●						●												●	●											●	8'-0"		

RECORD DRAWINGS

DATE	BY	APPROVED BY	REV.
July 17, 2009	DL KLINE	RJ KOHN	7



Betzwood Associates PC
Architects & Engineers
Robin J. Kohn, AIA
Regis W. Kubit, PE

BOARD OF ARCHITECTS
9374
ROBIN J. KOHN
STATE OF MARYLAND

Note: Certification not valid unless original stamp and signature appear on the project title sheet.
523 Kimberton Road, Suite 118 Phoenixville, PA 19380
tel (610) 917-8831 fax (610) 917-8836
email info@betzwood.com http://www.betzwood.com

Robin J. Kohn AIA
State of Maryland
License No. RA-9374

Contact Person:
Robin J. Kohn, AIA
(610) 917-8831

WASHINGTON COUNTY
MARYLAND

100 W. WASHINGTON ST.
HAGERSTOWN, MD 21740
(240) 313-2210

PROJECT NO.		DRAWN BY		CHK'D BY	
B2548		D KLINE		R.K.	
NO.	DATE	BY	ISSUE		
1	10-24-06	DLK	ISSUED FOR 15% PROJECT REVIEW AND COMMENT		
2	11-14-06	DLK	ISSUED FOR 35% PROJECT REVIEW AND COMMENT		
3	12-05-06	DLK	ISSUED FOR 50% PROJECT REVIEW AND COMMENT		
4	01-10-07	DLK	ISSUED FOR 90% PROJECT REVIEW AND COMMENT		
5	03-21-07	DLK	ISSUED FOR PERMITTING REVIEW		
6	06-15-07	DLK	ISSUED FOR BID		
7	07-17-09	DLK	RECORD DRAWING		
8					
9					
10					
11					
12					
13					
14					
15					
APPROVED BY		CURRENT DATE			
Robin J. Kohn, AIA		July 17, 2009			

WASHINGTON COUNTY PUBLIC WORKS ANNEX
FIRE & EMERGENCY SERVICES
ADMINISTRATION & COMMUNICATIONS CENTER
16232 ELLIOTT PARKWAY
WILLIAMSPORT, MD 21795

WASHINGTON COUNTY

SHEET TITLE
ARCHITECTURAL
LOWER LEVEL FLOOR PLAN

SHEET NUMBER
A-1
REV
7