



**PURCHASING DEPARTMENT
DIVISION OF BUDGET & FINANCE**

**PUR-1391
INVITATION TO BID
STOP LOSS INSURANCE COVERAGE**

The Board of County Commissioners of Washington County, Maryland is requesting Bids from Qualified Carriers for its Stop Loss Insurance Coverage with an effective date July 1, 2018.

The Invitation to Bid is being processed by the County's consultant, CBIZ. The Invitation to Bid document is available immediately from CBIZ at the location noted below. With the assistance of the consultant, the County will evaluate responses to this request and select a service provider. The County reserves the right to interview some or all prospective firm(s) to discuss bids and to request Best and Final Offers. Failure to provide the information required in response to the Invitation to Bid may result in disqualification of that firm.

All bids must be received no later than **4:00 p.m. (EDST), Friday, May 4, 2018** and must be submitted to:

Bill Hudec
CBIZ
9755 Patuxent Woods Drive, Suite 200
Columbia, MD 21046
443.259.3277
bhudec@cbiz.com

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 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 240-313-2330 Voice, TDD dial 711 to make arrangements no later than seven (7) calendar days before the Bids are due.

The Board of County Commissioners of Washington County, Maryland reserves the right to accept or reject any and/or all bids, to waive formalities, informalities, and technicalities therein. The Board reserves the right to contact a Bidder for clarifications and may, at its sole discretion, allow a Bidder to correct any and all formalities, informalities and technicalities in the best interest of Washington County, Maryland. The Board of County Commissioners reserves the right to accept or reject the bid of a firm who has previously failed to perform properly or complete on time contracts of a similar nature or a proposal of an organization which investigation shows is not in a position to perform the contract.

BY AUTHORITY OF:

Rick F. Curry, CPPO
Director of Purchasing

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND