

KENT COUNTY PUBLIC SCHOOLS  
5608 BOUNDARY AVENUE  
ROCK HALL, MARYLAND 21661

**INVITATION TO BID**

**ROCK HALL ELEMENTARY SCHOOL TARGETED RENOVATION PROJECT**

**RFP No. 19-0630**

Sealed bids will be received by Kent County Public Schools for the Rock Hall Elementary School Targeted Renovations on November 19, 2019 at 2:00 PM Local Time at the Kent County Public Schools Central Office, 5608 Boundary Avenue, Rock Hall, Maryland 21661. Such bids so received shall be publicly opened and read aloud. Bidders mailing bids shall address them to Attn: Mr. Kreigh J. Kirby - Accountant, Kent County Public Schools, 5608 Boundary Avenue, Rock Hall, Maryland 21661.

The address of the school is:

- Rock Hall Elementary School, 21203 Sharp Street, Rock Hall, Maryland 21661

A pre-bid meeting will be held on October 28, 2019 at 11:00 AM at Rock Hall Elementary School, 21203 Sharp Street, Rock Hall, Maryland 21661. It is highly recommended that all interested bidders attend the pre-bid meeting. The Owner, Architect, and Project Manager will review the bidding documents and explain the scope of the project. The school will be available for site visit regarding this Request for Proposal as follows:

- After the Pre-bid Conference on October 28, 2019,
- A 2<sup>nd</sup> Optional Site Visit will take place on November 4, 2019 at 11:00 AM with written requests to Mr. Kreigh J. Kirby [kjkirby@kent.k12.md.us](mailto:kjkirby@kent.k12.md.us)

The Project Architect is the firm of Noelker and Hull Associates, Inc., 6 North East Street, Suite 300, Frederick, MD 21701-8522. The Project Architects are Tom King and Dan McDougal. Phone number is 301-662-8611 and fax number is 301-662-8632. Email addresses are [tking@noelkerhull.com](mailto:tking@noelkerhull.com) and [dmcdougal@noelkerhull.com](mailto:dmcdougal@noelkerhull.com).

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 ten (10) 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. Also, 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.

This project is being bid with State of Maryland Prevailing Wage Rates.

Contract Bidding Documents will be available October 21, 2019 via electronic format from the State of Maryland eMaryland Marketplace Advantage (eMMA) [https://emma.maryland.gov/page.aspx/en/rfp/request\\_browse\\_public](https://emma.maryland.gov/page.aspx/en/rfp/request_browse_public) and from the Kent County Public Schools website: <http://www.kent.k12.md.us/Bids.aspx> . **Only answers provided via addendum by Mr. Kreigh J. Kirby will be binding.**

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 Kent County Public Schools. For this project, bidders shall have been in business for a minimum of five (5) 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 five (5) years from the date of issuance of this bid.

Kent County Public Schools 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 Mr. Kreigh J. Kirby

Instructions pertaining to the Bid Bond, Performance and Materials Payment Bond requirements, MBE procedures, and prevailing wage rate requirements are contained in the bid documents.

The actual construction work shall take place on Site during the school year Starting from December 19, 2019 and project schedule is as follows:

Advertise for Bids: 10/21/2019  
Pre-proposal Meeting: 10/28/2019  
Optional 2<sup>nd</sup> Site Visit: 11/4/2019  
Bids Due Date: 11/19/2019  
Notice to Proceed: 12/19/19  
Start Construction: 12/19/2019  
Substantial Completion: 5/18/2020  
Complete Construction: 6/16/2020

The conditions contained in this Invitation to Bid are a part of the bid documents.

All bids shall be irrevocable for ninety (90) days after bid opening date and shall be accompanied by a Bid Security bond of 5%. The Owner reserves the right to reject any or all bids and to waive, at its discretion, any or all informalities relative thereto.