



*Serving Learners, Families, and the Community*

# CECIL COUNTY PUBLIC SCHOOLS PURCHASING DEPARTMENT

GEORGE WASHINGTON CARVER EDUCATION LEADERSHIP CENTER  
201 BOOTH STREET • ELKTON, MD 21921

phone: 410.996.5429 • fax: 410.996.1081 • [www.ccps.org](http://www.ccps.org)

Jeffrey A. Lawson, Ed.D.  
*Superintendent of Schools*

William H. Malesh  
*President, Board of Education*

## NOTICE TO CONTRACTORS

The Board of Education of Cecil County Public Schools is seeking sealed bids for the following until the time and date indicated.

**CCPS PFP #21-03 – Leeds Elementary School  
Boiler Replacement Project  
March 2, 2021  
2:00 PM (ET) Local Time**

Sealed bids for all labor, materials, equipment, transportation and services necessary for the **Leeds Elementary School- Boiler Replacement Project** must be received in the Purchasing Department, Cecil County Public Schools until **Tuesday, March 2, 2021, 2:00 PM (ET), Local Time**, at which time they will be publicly opened and read aloud. All bids must be submitted in a sealed envelope addressed to the Cecil County Public Schools, Attention: Purchasing Department, 201 Booth Street, Elkton, Maryland 21921-5684. The envelope must be identified on its face with the name of the person, firm or corporation making the bid and plainly marked “**CCPS PFP #21-03 – Leeds Elementary School – Boiler Replacement Project - Due March 2, 2021, – 2:00 PM (ET), Local Time**”. The Cecil County Public Schools will not be responsible for the premature opening of a proposal not properly addressed and identified. Should the **Central Office** close due to an unexpected circumstance, the bid opening will be on the next scheduled business day for CCPS Offices, **Wednesday, March 3, 2021, 2:00 PM (ET), Local Time**. Please check the CCPS website; [www.ccps.org](http://www.ccps.org), for details on closings and up-to-date schedule.

Remove and replace current oil fired boiler, underground tanks, pumps, air elimination tanks, domestic hot water heater and generator, underground piping, concrete pads, and pumps. Replace with new 5500MBH Fire Tube Boiler, new 10,000-gallon underground storage tank, all new piping, new DDC controls, VFDs, and new propane fired domestic water heaters and all associated electrical work.

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 must attempt to achieve the specific overall MBE goal of 5 percent established for this project. All prime contractors, including certified MBE firms, when submitting bids or proposals as general or prime contractors, are required to attempt to achieve this goal from certified MBE firms.

The bidder or offeror is required to submit with its bid or proposal a completed (Attachment A) - Certified MBE Utilization and Fair Solicitation Affidavit and (Attachment B) - MBE Participation Schedule as described in the solicitation documents. **Failure to submit these forms with the bid will result in the bid being determined nonresponsive.**

When the contract goal of 5 percent and/or its subcontracting goals cannot be met, the bidder or offeror must submit with its bid the Certified MBE Utilization and Fair solicitation Affidavit, (Attachment A) and the MBE Participation Schedule (Attachment B) (*indicating partial or no participation*). The

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**Our Mission:** *CCPS serves equitably through positive relationships as a safe, collaborative community. We will ensure all learners acquire the knowledge, skills, and qualities to be responsible, caring, and ethical citizens.*

apparent low bidder must submit additional minority business enterprise material and supporting data, which is specified in the bid documents within ten (10) working days after notification that the firm is the apparent low bidder. The failure of a bidder to complete and submit all of the required forms will result in a determination that the bid is not responsive. **The failure of an offeror to complete and submit all of the required forms will result in a determination that the bid is not susceptible of being selected for award.**

In addition, a 5 percent Bid Bond, Anti-Bribery Affidavit, Certification Regarding Debarment, Non-Collusion Affidavit, and Contractor's Qualification Statement (AIA Document A305) must accompany all bids. A 100 percent Performance and Payment Bond payable to the Owner and certification of appropriate insurance coverage will be required of the successful Bidder.

Bidders are strongly encouraged to attend a pre-bid meeting to be held on **Wednesday, February 24, 2021 at 10:00 AM (ET) Local Time at Leeds Elementary School, 615 Deaver Road, Elkton MD 21921.** Please notify Kay Porter in the Purchasing Department at 410-996-5429 if you plan on attending the pre-bid meeting. Failure to attend this meeting will under no circumstances be accepted as an excuse for an alleged misunderstanding of the scope of work and bid requirements.

Contractors proposing to bid may view and obtain plans beginning **Tuesday, February 10, 2021**, through Gardens Reprographics at [www.gardensrepro.com](http://www.gardensrepro.com). Plans may be ordered electronically, by fax, or may be picked up directly from Gardens Reprographics (419 St. Paul Place, Baltimore, MD 21202. Hours: Monday – Friday, 8:00 AM – 5:00 PM. Phone: 410-539-2763 / Fax: 410-539-7308.

**Questions regarding this bid may be sent and received by e-mail only by Noon, February 26, 2021, to Kay Porter, Purchasing Agent, Purchasing Department, Cecil County Public Schools at [klporter@ccps.org](mailto:klporter@ccps.org). An acknowledgement of receipt of the e-mail request will be sent by return e-mail to the sender. If no acknowledgement e-mail is received within one business day, please fax your inquiry to the Purchasing Department at 410-996-1081.**

Board of Education of Cecil County  
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Superintendent of Schools

**END OF SECTION  
ADVERTISEMENT FOR BIDS**