



Serving Learners, Families, and the Community

CECIL COUNTY PUBLIC SCHOOLS PURCHASING DEPARTMENT

GEORGE WASHINGTON CARVER EDUCATION LEADERSHIP CENTER
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Jeffrey A. Lawson, Ed.D.
Superintendent of Schools

Diana B. Hawley
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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 RFP #24-02 – Secure Entrance –
Conowingo Elementary School
July 26, 2023
2:00 PM (ET) Local Time**

Sealed bids for all labor, materials, equipment, transportation, and services necessary for the **CCPS RFP #24-02 – Secure Entrance – Conowingo Elementary School Project** must be received in the Purchasing Department, Cecil County Public Schools by **Wednesday, July 26, 2023, 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, George Washington Carver Education Leadership Center, Attention: Purchasing Department, **201 Booth Street, Elkton, MD 21921**. The envelope must be identified on its face with the name of the person, firm, or corporation making the bid and plainly marked **“CCPS RFP #24-02 – Secure Entrance – Conowingo Elementary School - Due July 26, 2023, – 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, **Thursday, July 27, 2023, at 2:00 PM (ET), Local Time**. Please check the CCPS website; www.ccps.org, for details on closings and up-to-date schedules.

The scope of this project is to provide the elementary school with a safe and secure entrance. The school will receive a secure vestibule that will prohibit any visitor from entering the school without the administration's approval. In addition to the secured entry, the main offices will be temporarily relocated in contractor provided relocatable trailers while the existing administrative offices are renovated to clearly define public boundaries and provide a sense of security for the faculty. Renovations included but not limited to demolition, new casework, electrical, data outlets, new flooring, ceiling tiles, plumbing, and HVAC. In addition, the scope will include all safety precautions and measures needed to secure the renovation areas from the students, faculty and public during the duration of the project. The individual scopes will be listed in the combined #24-02/#24-03 Project Manual by school.

Bidders are strongly encouraged to attend a pre-bid meeting to be held on **Thursday, June 29, 2023, at 10:00 AM (ET) Local Time at Conowingo Elementary School, located at 471 Rowlandville Rd, Conowingo, MD 21918**. Please notify Kay Porter in the Purchasing Department at procurement@ccps.org 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.

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.

Contractors proposing to bid may view and obtain plans beginning **Thursday, June 22, 2023**, through Cecil County Public Schools Bids page at www.ccps.org/Page/458. Plans may be downloaded electronically. Printing services may be obtained by contractor through an outside vendor.

Questions regarding this bid may be sent and received by e-mail only by Noon, July 13, 2023, to Kay Porter, Assistant in Purchasing, Purchasing Department, Cecil County Public Schools at procurement@ccps.org. An acknowledgment of receipt of the e-mail request will be sent by return e-mail to the sender.

Responses to the questions will be addressed in an addendum and posted on eMaryland Marketplace Advantage (eMMA) - <https://procurement.maryland.gov/>.

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