

HARFORD COUNTY PUBLIC SCHOOLS  
PROSPECT MILL ELEMENTARY SCHOOL COMPREHENSIVE ROOF REPLACEMENT PROJECT  
INVITATION TO BID - BID CAG 25-1

The Board of Education of Harford County will receive sealed, lump-sum bids for the Prospect Mill Elementary School Comprehensive Roof Replacement Project, located at 101 Prospect Mill Road, Bel Air, MD 21015. The Board of Education will receive bids until 2:00 p.m. local time on March 4, 2025, at the Harford County Public Schools Facilities Management Complex, Hickory College Building, 2209 Conowingo Road, Bel Air, Maryland 21015.

Plans and Specifications may be obtained only by INTERESTED Contractors on or after February 10, 2025, by providing the following information via email to [Brittney.Mattlin@hcps.org](mailto:Brittney.Mattlin@hcps.org): Company Name, Mailing Address, Phone Number, and Main Contact's Email Address.

Interested Contractors will be issued one (1) set of plans and specifications at no cost via an electronic file sharing link upon providing company contact information to Harford County Public Schools.

Portions of plans and specifications will not be issued to any Contractor or Subcontractor. It is mandatory that all Contractors and Subcontractors desiring plans and specifications receive an entire set. Subcontractors may obtain a complete set of plans and specifications at no cost by requesting access to an electronic file sharing link via the instructions above.

All bidders and interested subcontractors are invited to attend a Pre-Bid Conference to be held for this project, which will be held on Thursday, February 20, 2025. This conference will begin at 10:00 a.m. local time, at Prospect Mill Elementary School, 101 Prospect Mill Road, Bel Air MD 21015. Attendance of the Pre-Bid Conference is strongly encouraged.

Construction contractors wishing to submit proposals issued by Harford County Public Schools shall be pre-qualified by Harford County Public Schools by submitting a Contractor's Qualification Statement (AIA Document A305-1986) three (3) days prior to receipt of bids, as described in the solicitation documents, either electronic to [Chuck.Grebe@hcps.org](mailto:Chuck.Grebe@hcps.org), or mailed to Harford County Public Schools Facilities Management Complex, Planning and Construction Office, 2209 Conowingo Road, Bel Air, Maryland 21015.

Certified Minority Business Enterprises are encouraged to respond to this solicitation notice.

The bidder or offeror is required to submit with its bid or proposal a completed Attachment 1A – Certified MBE Utilization and Fair Solicitation Affidavit and MBE Participation Schedule, as described in the solicitation documents within thirty (30) minutes of submitting the bid proposal; If there is no overall Minority Business Enterprise goal or sub goals established for the package, then only Attachment 1A - MBE Utilization and Fair Solicitation Affidavit & MBE Participation Schedule is required at time of bid.

The apparent low bidder shall 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.

Note: The MBE Goal Percentage for the bid CAG 25-1, Prospect Mill Elementary School Comprehensive Roof Replacement Project shall be 25% with the following subgoals: 8% African American Owned & 11% Women Owned.

Individual MBE goals as referenced above have been established for each Prime Construction Trade Package as listed in this invitation. All prime contractors and subcontractors including certified MBE firms are required to attempt to achieve the MBE goals from certified MBE firms approved by the Maryland Department of Transportation (MDOT).

The apparent low bidder shall complete and submit the Employment of Sex Offenders and Other Criminal Offenders Affidavit, (Section 00640), which is specified in the bid documents within ten (10) working days after notification that the firm is the apparent low bidder.

Instructions pertaining to the bid bond, surety checks and bid performance and materials payment bond requirements are set forth in the specifications and compliance with same shall be the responsibility of the Contractor submitting the bid.

The Board of Education reserves the right to accept or reject any or all bids and to waive any informalities in bids received. Harford County Public Schools is an Equal Opportunity Employer and strongly encourages minority participation.

Board of Education of Harford County

Dr. Sean W. Bulson

Superintendent of Schools