

Original

THE BOARD OF EDUCATION OF MONTGOMERY COUNTY
MONTGOMERY COUNTY PUBLIC SCHOOLS

Division of Procurement
45 West Gude Drive Room 3100
Rockville, Maryland 20850-1747
240-740-7600

February 15, 2023

INVITATION FOR BID 9018.8

OPERABLE WALL SYSTEM INSPECTIONS, PREVENTIVE MAINTENANCE,
REPAIRS AND REPLACEMENTS WITH GYMNASIUM FOLD-UP DIVIDER
SYSTEM AT VARIOUS LOCATIONS

Bid Opening Time: 2:00 P. M.

Bid Opening Date: March 8, 2023

NOTE: In the event of emergency closing of Board of Education offices, this bid will open at the same time on the next regular working day.

COMPANY NAME: Modern Door & Equipment Sales

BIDS RECEIVED AFTER THE BID OPENING TIME AND DATE WILL NOT BE ACCEPTED.

1. Term of Contract: April 21, 2023 through April 20, 2024
2. Terms of Delivery: As Specified
3. Delivery Destination: Individual Location, Noted on Purchase Order
4. Bid Security Required: *No*
Bid Security must be made payable to Montgomery County Board of Education
5. Performance Bond Required: *No*
- 6a. Samples Required: Yes No
- 6b. Sample Delivery Requirements:
 - Deliver to Procurement Office
 - Deliver to the Distribution Center
 - Deliver to the Division of Maintenance
 - Other
- 6c. Sample Delivery Time:
 - Prior to bid opening
 - At time of bid opening
 - Subsequent to bid opening

NOTICE TO BIDDERS

The appropriate items below must be completed as part of the bid. Failure to comply may disqualify your bid. Type or print legibly in ink.

I. BIDDER INFORMATION: As appropriate, check and/or complete one of the items below.

- 1. A **corporation**, incorporated under the laws of the state of Modern Door + Equipment Sales Inc.
- 2. Authorized to do business in the state of Maryland
- 3. An **individual** trading and doing business under a fictitious name
- 4. Trading and doing business under individual's own name
- 5. A **partnership**, name(s) of partner(s): _____

II. BIDDER'S CONTACT INFORMATION: This will be filed as your permanent contact information.

- 1. Company Name Modern Door + Equipment Sales Inc.
- 2. Address 4301 Charles Crossing Dr. White Plains, MD 20695
- 3. Bid Representative's Name Henry Pierce
- 4. Phone Number/Extension 301-843-5255
- 5. Fax Number n/a
- 6. Toll Free Number n/a
- 7. Email Address hpierce@moderndoor.com
- 8. Tax Id Number 52-1382311

III. PURCHASE ORDER ADDRESS: Please complete if different from Bidder's Contact Information.

- 1. Purchase Order Address same as above
- 2. Representative's Name _____
- 3. Phone Number/Extension _____
- 4. Fax Number _____
- 5. Toll Free Number _____
- 6. Email Address _____

IV. PROMPT PAYMENT DISCOUNT: MCPS may consider prompt payment discounts as part of the award process.

Prompt payment discounts of less than twenty days will not be considered.

V. PURCHASING CARD PROGRAM: MCPS is currently utilizing a purchasing card program through Master Card. Please check the appropriate box below.

- Yes, we accept Master Card
- No, we do not accept Master Card

VI. PURCHASE ORDER PREFERENCE: Montgomery County Public Schools (MCPS) is in the process of issuing orders via Facsimile of US Mail. MCPS prefers facsimile. Please check your preference below. If your company has the capability of receiving orders via Electronic Data Interface (EDI), please contact the Procurement Unit to determine if the system is compatible with MCPS.

Facsimile

US Mail

EDI

VII. SLMBE (Small, Local, and Minority Business Enterprise): Check the appropriate box below.

African American Asian American Hispanic Native American
 Female Disabled None

VIII. BIDDER'S CERTIFICATION

A. The undersigned proposes to furnish and deliver supplies, equipment, or services, in accordance with specifications and stipulations contained herein, and at the prices quoted. This certifies that this bid is made without any previous understanding, agreement or connection with any person, firm, or corporation making a bid for the same supplies, materials, or equipment, and is in all respects fair and without collusion or fraud.

B. I hereby certify that I am authorized to sign for the bidder. (Bidders are cautioned to read the material under Section XXVII, signature to Bids, and to comply with its stipulations.) I/We certify that none of this company's officers, directors, partners, or its employees have been convicted of bribery, attempted bribery, or conspiracy to bribe under the laws of any state or federal government; and that no member of the Board of Education of the Montgomery County Public Schools, Administrative or Supervisory Personnel, or other employees of the Board of Education has any interest in the bidding company except as follows:

By: (Signature) 

Name and Title Phil Pasini, Vice. President

Witness Name and Title Stacy , Stacy Feldman, Service + Warranty Administrator

90 County

State of Maryland License

08929694

08010172

03254028

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MODERN DOOR & EQUIP SALES INC
P O BOX 727
WHITE PLAINS MD 20695

MODERN DOOR & EQUIP SALES INC
4301 CHARLES CROSSING DRIVE
WHITE PLAINS MD 20695

CODE	UNIT	TYPE OF LICENSE	NO OF LIC	COST
77	015	CONSTRUCTION FIRM (NOT FOR HOME IMPROVEMENT)	1	15.00
71	75.	TRADER'S LICENSE	1	200.00

DATE OF ISSUE
MO DAY YR
04/13/2022

MONTHS PAID
12

Sharon L. Hancock

**THIS LICENSE MUST BE PUBLICLY DISPLAYED
AND EXPIRES ON APRIL 30, 2023**

ISSUING FEES	4.00		
TOTAL	219.00	AMOUNT PAID	219.00

ISSUED BY

SHARON L. HANCOCK, CLERK OF CIRCUIT COURT
200 CHARLES STREET
LA PLATA, MARYLAND 20646 (301)932-3308

BCO

The information below is for the Clerk's Office use only, customers can disregard.

These barcodes are for use with the new Cashiering System. When your site is upgraded, you will be given instructions for their use.

These barcodes must be scanned in order for RCS:

Scan this one first



08S150S108010172S108929694

Scan this one second



215.00SM0.00SM0.00SM4.00

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
 See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Modern Door & Equipment Sales, Inc.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. 4301 Charles Crossing Drive	Requester's name and address (optional)
6 City, state, and ZIP code White Plains, Maryland 20695	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
5	2	-	1	3	8	2	3	1	1

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ <i>Marion McDougal</i>	Contract Administrator ▶	Date ▶ <i>1/3/2023</i>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

APPENDIX I
QUOTATION FORM
 MODERN DOOR & EQUIPMENT SALES, INC.

COMPANY NAME: _____

Bidder shall only supply one manufacturer and one price for regular rate and one for overtime rate for each item in the space provided. All prices offered shall be all-inclusive, for each line item description including but not limited to, removal, disposal, materials (specified and required and non-specified), delivery, and install labor, overhead, bonds, insurance, profit, etc. Bidder shall supply all required information in the space provided for each line item. Bidder must respond by supplying prices for all items. No partial bids will be accepted. All items offered shall be in compliance with the specifications herein. **Failure to comply as instructed will be consider non-responsive and disqualify your bid. DO NOT ALTER THE QUOTATION FORM IN ANY WAY! Labor rates shall include all direct and indirect costs, such as transportation, general and administrative costs and profits.**

RATES: Regular rate cost will represent work performed Monday through Friday, 6:30AM until 6:00PM. Overtime rate will represent work performed Monday through Friday, 6:00PM until 6:30AM including weekends and all MCPS holidays. TOTAL COST COLUMN SHALL BE CALCULATED AT THE REGULAR RATE.

OPERABLE WALL SYSTEM INSPECTIONS, REPAIRS AND REPALCEMENT

ITEM #	DESCRIPTION	Estimated Annual Quantities	Units	Unit Cost (Regular Rate)	Unit Cost (Overtime Rate)	Total Cost (Regular Rate)
1.	Operative Wall System Inspection (See Appendix G for a list of schools and MCPS Project Manager)	100	Each	\$ 1440.00	\$ 2080.00	\$ 144,000
2.	Mechanic Labor Rate shall be paid on the basis of time on the job – as specified herein	1,800	Per Hr.	\$ 90	\$ 130	\$ 162,000
3.	Helper Labor Rate shall be paid on the basis of time on the job – as specified herein	1,800	Per Hr.	\$ 80	\$ 120	\$ 144,000
4.	Materials/Parts cost plus percent mark-up. Contractor shall supply proof of direct parts costs with invoices. Markup shall be based on total value of work, regardless of whether completed on regular or overtime. (Mark up as defined in section G. Changes in the Work)	\$110,000	\$ 0 - \$ 999 \$1K - \$ 4,999 \$5K - \$ 9,999 \$10K - \$24,999 \$25K or more		<u>20 %</u> <u>20 %</u> <u>20 %</u> <u>20 %</u> <u>20 %</u>	\$ 22,000
5.	TOTAL COST FOR ITEMS 1 THROUGH 3 (Using Regular Rate Prices)	N/A	N/A	N/A	N/A	\$ 472,000