

**THE BOARD OF EDUCATION OF MONTGOMERY COUNTY  
MONTGOMERY COUNTY PUBLIC SCHOOLS**

**Division of Procurement  
45 West Gude Dr. Room 3100  
Rockville, Maryland 20850  
301-279-3637  
March 4, 2025**

**INVITATION FOR BID 9186.19.3**

**Asbestos Abatement at East Silver Spring Elementary School**

**Mandatory Site Visit scheduled for East Silver Spring ES at 3:30 p.m. March 21, 2025.**

**Only Pre-qualified Contractors under BID 9186.19, Asbestos Abatement at Various Locations will be considered**

Bid Opening Time: 2:00 P. M.

Bid Opening Date: **March 24, 2025**

**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: \_\_\_\_\_

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

1. Term of Contract: See Schedule
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 Unit
  - 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. Legal name (as shown on your income tax return) \_\_\_\_\_
2. Business Name (if different from above) \_\_\_\_\_
3. Tax Identification Number \_\_\_\_\_

**A copy of your W-9 must be submitted with this bid response.**

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

1. Company Name \_\_\_\_\_
2. Address \_\_\_\_\_
3. Bid Representative's Name \_\_\_\_\_
4. Phone Number(s)/Extension(s) \_\_\_\_\_
5. Fax Number \_\_\_\_\_
6. Email Address \_\_\_\_\_
7. Website \_\_\_\_\_

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

1. Purchase Order Address \_\_\_\_\_
2. Representative's Name \_\_\_\_\_
3. Phone Number (s)/Extension(s) \_\_\_\_\_
4. Fax Number \_\_\_\_\_
6. Email Address \_\_\_\_\_

**IV. PROMPT PAYMENT DISCOUNT:** MCPS may consider prompt payment discounts as part of the award process; however, the Board reserves the right to make awards according to the best interests of MCPS.

\_\_\_\_\_ Prompt payment discounts of less than twenty (20) days will not be considered.

**V. PURCHASING CARD AND SUA PAYMENT PROGRAM:** MCPS is currently utilizing a purchasing card and Single Use Accounts (SUA) payment program through JP Morgan MasterCard. Please check the appropriate box below.

- Yes, we accept MasterCard                       No, we do not accept MasterCard

**Note:** To avoid payment delays after this change, all bidders that accept MasterCard are strongly encouraged to sign up to receive SUA payments upon being notified of an award. For bidders that do not accept MasterCard, the ACH

payment method is also available. Please e-mail [SUA@mcpsmd.org](mailto:SUA@mcpsmd.org) to register for SUA, or e-mail [accountspayable@mcpsmd.org](mailto:accountspayable@mcpsmd.org) to request ACH registration forms.

**VI. PURCHASE ORDER PREFERENCE:** Montgomery County Public Schools (MCPS) is in the process of issuing orders via Facsimile or US Mail. MCPS prefers facsimile. Please check your preference below.

Facsimile     US Mail     Email     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. NON-DEBARMENT ACKNOWLEDGEMENT**

\_\_\_\_\_ I acknowledge that my firm has NO pending litigation and/or debarment from doing business with the State of Maryland or any of its subordinate government units and/or federal government within the past five (5) years.

\_\_\_\_\_ I acknowledge that my firm has pending litigation or has been debarred from doing business with the State of Maryland or any of its subordinate government units and/or federal government, within the past five (5) years. (Attachment)

As the duly authorized representative of the applicant, I hereby certify that the above information is correct and that I will advise Montgomery County Public Schools should there be a change in status.

By (Signature) \_\_\_\_\_

Name and Title \_\_\_\_\_

Witness Name and Title \_\_\_\_\_

**IX. BIDDER'S CERTIFICATION:** Upon notification of award, this document in its entirety is the awarded vendors contract with MCPS. By signing below, the undersigned acknowledges that s/he is entering into a contract with MCPS.

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 \_\_\_\_\_

Witness Name and Title \_\_\_\_\_

**GENERAL:**

All terms and conditions of Invitation for Bid 9186.19 dated February 13, 2024 are hereby incorporated by reference and in full force and effect.

A. **SCOPE**

The work includes all labor, materials, equipment, and services necessary or incidental to the execution and completion of asbestos abatement removal at **East Silver Spring Elementary School** located at 631 Silver Spring Avenue in Silver Spring, Maryland.

The Bid will consist of 4 separate line item costs:

- Abatement of the roof flashing within a week (5-business days)
- Abatement of the roof flashing within a weekend (2-weekend day)
- Environmental protection for the areas the flashing has been removed (5-business days)
- Environmental protection for the areas the flashing has been removed (2-weekend days)

In addition to the school building, all Asbestos Containing Building Material (ACBM) found in or on any other structures or equipment, crawlspace areas under the buildings, and any demolitions necessary to access ACBM in suspect locations i.e. behind fixtures in walls, pipe chases, or above smooth plaster ceilings shall be considered within the scope of this contract and therefore shall be removed according to all requirements set forth in these specifications.

Proposals are requested for the asbestos removal at **East Silver Spring Elementary School located at 631 Silver Spring Avenue in Silver Spring, Maryland 20850, time is of the essence in the completion of this job**, start date is potentially scheduled for June 16, 2025 and to be completed by June 23, 2025 with no work being performed on June 19, 2025 or over the course of one (1) weekend, the date to be determined.

B. **MANDATORY SITE INSPECTION**

MCPS will conduct a **mandatory** site visit on Friday, March 21, 2025 at 3:30 p.m.

It is the bidders' obligation to attend the site visits and take measurements based on the sketch provided to be considered for award of any these projects and any other projects under this solicitation. Accurate Sq. Ft./Linear Ft. per each location shall be included as part of the bid response. Each proposal shall identify start and completion dates. When proposal has been submitted and received, it shall be understood that the work site has been inspected and that the Contractor is aware of the needs and conditions under which the work is to be accomplished. Failure to do so will not relieve the successful bidder of the obligation to furnish all materials and labor necessary to fully carry out the provisions of the contract documents. Bidders submitting a bid without visiting the site will not be considered.

### C. SCHEDULE/RESTRICTIONS

1. **Time is of the essence in the performance of this contract.** Start and end dates will be coordinated with the MCPS Asbestos Abatement Unit for the project listed above. Late charges will be deducted for failure to meet any target dates without an MCPS approved extension.
2. Work hours shall be between 6:30 a. m – 5:30 p.m. Monday through Friday. For the weekend, the hours may be extended to suit the needs of the contractor.
3. The project specified herein shall be completed adhering to the scheduled completion dates unless otherwise authorized. Contractor shall complete the project assigned, including all damages caused by removal, by the schedule set-forth in the abatement plan. MCPS reserves the right to assess late charges for non-completion as specified on each proposal. See Paragraph G. of Bid 9186.19, Late Charges for Failure to Complete on Time.
4. The Contractor shall indicate in the abatement plan the number of workers that will be assigned to each project. The Contractor can increase the number of workers but shall not decrease the number indicated in the abatement plan.

### D. SUBMISSION OF BIDS

1. Quotation Form
  - a) Quotations are to be entered on the Item Specifications Form supplied herein. Email responses will be accepted at [NanaAma A Asare@mcpsmd.org](mailto:NanaAma_A_Asare@mcpsmd.org).
  - b) Bidder must submit prices for each line on the Quotation Form provided. This solicitation shall be valid for acceptance during a period of no less than 90 days from the date of opening. Once the contract is approved, terms and conditions of the solicitation shall prevail throughout the contract period.
2. Addenda/ Errata

Changes and addenda to a solicitation may occur prior to the bid opening date and time. It is the bidder's responsibility to check the MCPS website under event calendar <https://www.montgomeryschoolsmd.org/departments/procurement/> or contact the Division of Procurement at phone 240-740-7600 or email [NanaAma A Asare@mcpsmd.org](mailto:NanaAma_A_Asare@mcpsmd.org) and [procurement@mcpsmd.org](mailto:procurement@mcpsmd.org) to confirm that they have all addenda/errata. Failure to acknowledge errata/addenda on the form may result in a bid being deemed non-responsive and consequently rejected.

### F. INQUIRIES

Inquiries regarding this solicitation must be submitted in writing, to Nana Ama Asare, Buyer II, Montgomery County Public Schools, Division of Procurement, 45 West Gude Drive, Room 3100, Rockville, Maryland 20850, by email [procurement@mcpsmd.org](mailto:procurement@mcpsmd.org) and [NanaAma A Asare@mcpsmd.org](mailto:NanaAma_A_Asare@mcpsmd.org) Questions must be received no later than four business days prior to bid opening in order for the bidder to receive a reply prior to submitting its bid. The Board of Education will not be responsible for any oral or telephone explanation or interpretation. Vendor contact with any other MCPS employee regarding this solicitation will be considered by MCPS as

an attempt to obtain an unfair advantage and result in non-consideration of its bid. The MCPS Division of Procurement web site address is <https://www.montgomeryschoolsmd.org/departments/procurement/>

**Subsequent to the award** if the Contractor finds any discrepancy or omission and has questions of MCPS's intent, prior to performing work, they shall notify the MCPS Environmental Team Leader **in writing** via email at [Brian\\_A\\_Mullikin@mcpsmd.org](mailto:Brian_A_Mullikin@mcpsmd.org) to resolve and receive clarification with copies to Nana Ama Asare, Buyer II in the Division of Procurement.

**QUOTATION FORM**

**COMPANY NAME:** \_\_\_\_\_

**All terms and conditions of Invitation for Bid 9186.19 dated February 13, 2024 are hereby incorporated and made a part of this solicitation.**

The undersigned, having carefully examined the drawings Scope of Work and Specifications included herein and any amendment thereto; and having visited the site and examined the sketches provided, submits pricing to furnish all labor, materials and equipment necessary to properly complete all the work required for the following location within the timeframe required as specified.

All prices offered shall be all inclusive including, but not limited to removal, disposal, materials, (specified and required and non-specified) delivery overhead, profit, insurance, etc.)

***East Silver Spring Elementary***

1. Abatement of the roof flashing within a week (5-business days) \$ \_\_\_\_\_  
\_\_\_\_\_ dollars

2. Abatement of the roof flashing within a weekend (2-weekend day) \$ \_\_\_\_\_  
\_\_\_\_\_ dollars

3. Environmental protection for the areas the flashing has been removed (5-business days)  
\$ \_\_\_\_\_  
\_\_\_\_\_ dollars

4. Environmental protection for the areas the flashing has been removes  
(2-weekend days) \$ \_\_\_\_\_  
\_\_\_\_\_ dollars

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Title: \_\_\_\_\_

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NOTE: *No supplier change order requests will be accepted after submission of the bid for this project.*

COMPANY NAME \_\_\_\_\_

- **HAS BIDDER VISITED THE SITE AND IS AWARE OF THE CONDITIONS, AT THIS LOCATION.**  
YES \_\_\_\_\_ NO \_\_\_\_\_
  
- **HAS THE BIDDER TAKING THE MEASUREMENTS AT EACH SITE BEFORE SUBMITTING THEIR BID.**  
YES \_\_\_\_\_ NO \_\_\_\_\_
  
- **HAS THE BIDDER EVER HAD LATE CHARGES DEDUCTED AS A RESULT OF FAILURE TO COMPLETE ON TIME? TIME IS OF THE ESSENCE IN THE PERFORMANCE OF THIS BID AND LATE CHARGES WILL BE APPLIED IF FAIL TO COMPLETE PER SCHEDULE.**  
YES \_\_\_\_\_ NO \_\_\_\_\_
  
- **DOES BIDDER ACKNOWLEDGE HIS COMPLIANCE WITH ALL TERMS AND CONDITIONS OF BID 9186.19.3 DATED MARCH 13, 2025 INCORPORATED HEREIN BY REFERENCE TO THIS SOLICITATION.**  
YES \_\_\_\_\_ NO \_\_\_\_\_
  
- **DOES BIDDER ACKNOWLEDGE AND CLEARLY UNDERSTAND THEIR RESPONSIBILITIES REGARDING THE MARYLAND LAW RELATING TO REGISTERED SEX OFFENDERS NOT WORKING IN SCHOOLS? AND HAVE EMPLOYEES BADGE TO COMPLETE THIS PROJECT.**  
YES \_\_\_\_\_ NO \_\_\_\_\_