

**NOTICE TO BIDDERS**  
**Worcester County Commissioners**  
**Worcester County, Maryland**  
**Proposal for South Point Boat Ramp Bulkhead Design**

The County Commissioners of Worcester County Maryland are currently soliciting bids for engineering services for the South Point Boat Ramp Bulkhead Design project. This project consists of the complete design for 500+- feet of bulkhead, all associated drawings, all associated permits, and assisting with bid specifications for construction. Interested engineers are encouraged to attend a **pre-bid meeting at 10:00 AM on Monday, April 25, 2022**, at the South Point Boat Ramp located at 5820 South Point Road, Berlin, MD 21811. Last day for bid questions shall be Friday, May 6, 2022. **Sealed bids will be accepted until 1:00 PM on Monday, May 9, 2022** in the Office of the County Commissioners, at Room 1103 -Worcester County Government Center, One West Market Street, Snow Hill, Maryland 21863, at which time they will be opened and publicly read aloud. **Envelopes shall be marked "Proposal for South Point Boat Ramp Bulkhead Design"** in the lower left-hand corner. After opening, bids will be forwarded to the Worcester County Recreation and Parks Department for tabulation, review and recommendation to the County Commissioners for their consideration at a future meeting. In awarding the proposal, the Commissioners reserve the right to reject any and all proposals, waive formalities, informalities and technicalities therein, and to take whatever proposal they determine to be in the best interest of the County considering lowest or best proposal, quality of goods and work, time of delivery or completion, responsibility of subcontractors being considered, previous experience of subcontractors with County contracts, or any other factors they deem appropriate. Bid documents are available by contacting the Worcester County Recreation and Parks Department at 410-632-2144x2521 or by email at [jstephens@co.worcester.md.us](mailto:jstephens@co.worcester.md.us)

THE WORCESTER COUNTY COMMISSIONERS

## Instructions to Bidders

### **1. Bids**

Bids should be submitted in sealed envelopes clearly marker in the lower left-hand corner "Proposal for South Point Boat Ramp Bulkhead Design"

### **2. Late Bids**

Bids should be mailed or hand carried to be received in the Office of the County Commissioners by or before Monday, May 9, 2022 at 1:00pm. Bids received after the appointed time will not be considered.

### **3. Taxes**

Contractor shall include all applicable sales and use taxes.

### **4. Pre-Bid Conference**

A pre-bid conference will be held on Monday April 25, 2022 at the South Point Boat Ramp at 10:00am. Any inquires will be directed to Jacob Stephens, Parks Superintendent between the hours of 6:30am-3:00pm at 410-632-2144 x2521.

### **5. Scope of Work/Specifications**

- Survey –existing and proposed conditions
  - Provide base drawing of existing and proposed site conditions. Should also include topography, utilities, storm drains, catch basins and physical features of the site.
- Design and permitting
  - Complete design documents for 500 +/- feet of replacement bulkheading. Design should incorporate vinyl bulkhead material.
  - Provide engineered drawings, specifications, and design for development of permits and construction drawings.
  - Prepare, submit, and acquire applicable permits from Army Corps of Engineers, Md. Department of Environment, and Worcester County for all work within project scope.
- Construction Documents and Bidding
  - Prepare construction drawings and specifications for bidding of construction portion of the project.
  - Chair the pre-bid meeting and provide notes and responses to technical questions if applicable.
  - Assist with evaluation of construction bids once received and provide recommendation to the county.
- Construction Phase

- Chair Preconstruction meeting with successful contractor, record and distribute minutes.
- Respond to requests for information from potential contractors.
- Chair 1 progress meeting with construction contractor, record, and distribute minutes.
- Schedule and attend final inspection of construction and prepare the final punch list.
- Provide final inspection for close out of the project.

## **6. Award of Contract**

Bids will be opened in the Office of the County Commissioners at 1:00pm on Monday, May 9, 2022. After opening, bids are to be forwarded to the Department of Recreation and Parks for tabulation, review and recommendation to the County Commissioners for their consideration at a future meeting. Once an engineer is selected, the engineer will be required to sign a separate Worcester County contract agreement before proceeding with work.

**Worcester County Commissioners**

**South Point Boat Landing**

**Bulkhead Design**

We submit this bid for the following:

Our proposal for permitting and design services for the proposed bulkhead replacement:

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Surveys: \$ \_\_\_\_\_

Permitting and Design: \$ \_\_\_\_\_

Construction Documents: \$ \_\_\_\_\_

Construction Phase Services \$ \_\_\_\_\_

**Total Cost of Services** \$ \_\_\_\_\_

**BID MUST BE SIGNED TO BE CONSIDERED**

Date: \_\_\_\_\_

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

Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

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

## Conflict of Interest Disclosure Form

Please declare below all projects in Worcester County, Maryland and clients doing business in Worcester County, Maryland for which you or your firm have performed work over the past two years (attach additional sheets if necessary):

**Project Name:**

**Client Name and Address:**

**Date(s) of Service:**

Project Name:	Client Name and Address:	Date(s) of Service:

**THIS FORM MUST BE COMPLETED AND SIGNED OR PROPOSAL WILL BE REJECTED**

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature of Authorized Official: \_\_\_\_\_

## **Waterfront Design and Permitting Vendors**

D & D Civil & Environmental Engineering  
PO Box 3353  
Ocean City, MD 21843  
410-208-0282  
[ddcivil@yahoo.com](mailto:ddcivil@yahoo.com)

Wiles Mensch Corporation- Atlantic Group  
11073 Cathell Road  
Berlin, MD 21811  
410-629-1610  
[ccarbaugh@verizon.net](mailto:ccarbaugh@verizon.net)

Fuller Hall & Associates  
3003 Merritt Mill Road  
Salisbury, MD 21804  
410-572-8833  
[bhall@fullerhall.com](mailto:bhall@fullerhall.com)

Davis, Bowen and Friedel, Inc.  
One Plaza East, Suite 200  
Post Office Box 93  
Salisbury, MD 21803  
410-543-9091  
[dbf@dbfinc.com](mailto:dbf@dbfinc.com)

Soule and Associates PC  
122 Alrington Road  
Salisbury, MD 21801  
410-742-7797  
[admin@souleassociates.com](mailto:admin@souleassociates.com)

George E Young III PC  
2317 Stockton Road  
Pocomoke, MD 21851  
410-957-2149  
[info@gey3pc.com](mailto:info@gey3pc.com)

George Miles & Buhr LLC  
206 Downtown Plaza  
Salisbury, MD 21801  
410-742-3115  
[rmariner@gmbnet.com](mailto:rmariner@gmbnet.com)

J.W. Salm Engineering, Inc  
9842 Main Street  
Post Office Box 397

Berlin MD 21811  
410-641-0126  
[jwsalm@jwse.com](mailto:jwsalm@jwse.com)

J. Stacey Hart and Associates  
PO Box 6  
Snow Hill, MD 21863  
410- 430-4169  
[stacey@jstaceyhart.com](mailto:stacey@jstaceyhart.com)

Lane Engineering, LLC  
117 Bay Street  
Easton, MD 21601  
410-822-8003  
[tglass@leinc.com](mailto:tglass@leinc.com)