

**NOTICE TO BIDDERS**  
**Worcester County Courthouse HVAC Renovations**  
**One West Market Street, Snow Hill, Worcester County, Maryland**

The County Commissioners of Worcester County, Maryland are currently soliciting bids for the Worcester County Courthouse HVAC Renovations project. This project consists of HVAC renovations to include installation of a new VRV & ERV systems, supporting electrical and replacement of acoustical ceilings to portions of the existing Worcester County Courthouse. Bid documents, bid packages and proposal forms are available by contacting the following County representatives: 1) Engineering Consultant, Gipe Engineering at 8719 Brooks Drive, Easton, Maryland; 410-822-8688 2) Construction Management, The Whiting-Turner Contracting Company at 100 West Main Street, Salisbury, Maryland, 410-677-3253. Contractors that intend to submit an aggregate bid may purchase a hard copy set of drawings and specifications from Gipe Associates, Inc. at the non-refundable cost of \$150 per set, or an electronic set at the non-refundable cost of \$50. Checks shall be made payable to "Gipe Associates, Inc." Gipe Associates will be maintaining a plan holder and bidder's list for review by other bidders, subcontractors and suppliers. Only bidders identified on the list shall receive copies of addenda, clarifications or other bid revisions. Additional drawings and specifications for contractors, subcontractors or suppliers are available at cost from Gipe Associates, Inc., 8719 Brooks Drive, Easton, MD 21601, (410) 822-8688. Interested contractors are encouraged to attend a **pre-bid meeting at 10:00 AM on Monday, November 19, 2018**, at the Worcester County Courthouse, One West Market Street, Snow Hill, MD 21863 (Meet at Front Entrance on Washington Street). The pre-bid meeting will provide a worksite evaluation and project information pertinent for Bidders to prepare their bid. Any subsequent visitation requests will not be granted. Last day for bid questions shall be 4:00 pm Friday, November 30, 2018. All inquiries shall be directed in writing to Dave Hoffman at [dhoffman@gipe.net](mailto:dhoffman@gipe.net). All Bids shall be Lump Sum Amount, including allowances as scheduled. Each Bid shall be accompanied by a Bid Guaranty which shall be either by a certified check made payable to the "County Commissioners of Worcester County, Maryland" or a Bid Bond in the form and by a Surety company approved by the County Commissioners of Worcester County, Maryland in the amount of 5% of the Bid amount. All responsive bids shall be held valid for at least 90 calendar days after the Bid Opening Date. **Sealed bids will be accepted until 1:00 PM EST on Monday, December 10, 2018** 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 Worcester County Courthouse HVAC Renovations"** in the lower left-hand corner. Email or faxed bids will not be accepted. Bids received after the bid due date and time will not be accepted. After opening, bids will be forwarded to the County's Department of Public Works, Engineering Consultant and Construction Managers for tabulation, review and recommendation to the County Commissioners for their consideration at a future meeting. In awarding the bid, the Commissioners reserve the right to reject any and all bids, waive formalities, informalities and technicalities therein, and to take whatever bid they determine to be in the best interest of the County considering lowest or best bid, quality of goods and work, time of delivery or completion, responsibility of bidders and subcontractors being considered, previous experience of bidders and subcontractors with County contracts, or any other factors they deem appropriate. All inquiries shall be directed to Dave Hoffman at 410-822-8688. Email correspondence is encouraged to [dhoffman@gipe.net](mailto:dhoffman@gipe.net).