

**WASHINGTON COUNTY PUBLIC SCHOOLS**

Hagerstown, Maryland

**Portable Renovations at Fountaindale Elementary School and Williamsport High School**

**FORM OF PROPOSAL – RFP 2023-61 – Addendum 1**

Proposal of \_\_\_\_\_  
(Corporation, a partnership, or an individual hereinafter called "Bidder") organized and doing business and existing under the laws of the state of \_\_\_\_\_.

I/We as the Bidder, in compliance with the Invitation to Bid for the selected contract package included herein, have examined the Bidding Documents, and have become familiar with all the conditions surrounding the construction of the proposed project, including the availability of materials and labor, hereby propose to furnish all labor, materials, services and equipment necessary to properly complete the Work in accordance with the Contract Documents and Addenda, and at the prices stated below. These prices are to cover all expenses incurred in performing the Work required under the Contract Documents, of which this Proposal is a part.

All prices include all applicable sales and/or use taxes and include all insurance premiums required.

**COMPLETION TIME – SCHEDULE OF WORK**

I/We as the Bidder, agree to begin to perform the Work at the time stated in the "Notice to Award/Proceed" and to substantially complete the entire work in accordance with the provisions of the Contract Documents.

**BASE BID 1**

Bidders furnish all labor, materials, services, and equipment necessary to properly complete the Work required for the project at **Fountaindale Elementary School** (two portables) in strict accordance with the Contract Documents for the following lump sum total:

**Lump Sum Total:**

\_\_\_\_\_ DOLLARS  
(Amount in Words)

\$ \_\_\_\_\_  
(Amount in numbers)

**ADD ALTERNATE PRICE 1**

Bidders shall furnish all labor, materials, equipment, and services necessary for the removal of the existing HVAC systems and installation of a new ductless HVAC system as identified in the RFP documents Addendum 1 -HVAC specifications. Abandoned HVAC vent areas in wall system to be sealed appropriately.

**Lump Sum Total - For removal of current HVAC systems/installation of new ductless HVAC system for two portables at Fountaindale Elementary School:**

\_\_\_\_\_ DOLLARS  
(Amount in Words)

\$ \_\_\_\_\_  
(Amount in numbers)

**BASE BID 2**

Bidders furnish all labor, materials, services, and equipment necessary to properly complete the Work required for the project at **Williamsport High School** (one portable) in strict accordance with the Contract Documents for the following lump sum total:

**Lump Sum Total:**

\_\_\_\_\_ DOLLARS  
(Amount in Words)

\$ \_\_\_\_\_  
(Amount in numbers)

**ADD ALTERNATE PRICE 2**

Bidders shall furnish all labor, materials, equipment, and services necessary for the removal of the existing HVAC systems and installation of a new ductless HVAC system as identified in the RFP documents Addendum 1 -HVAC specifications. Abandoned HVAC vent areas in wall system to be sealed appropriately.

**Lump Sum Total - For removal of current HVAC systems/installation of new ductless HVAC system for one portables at Williamsport High School:**

\_\_\_\_\_ DOLLARS  
(Amount in Words)

\$ \_\_\_\_\_  
(Amount in numbers)

**OPTIONAL ALTERNATE BID - AWARD IN AGGREGATE**

Bidders furnish all labor, materials, services, and equipment necessary to properly complete the Work required for the project at **Fountaindale Elementary School** (two portables) and **Williamsport High School** (one portable) in strict accordance with the Contract Documents for the following lump sum total:

**Lump Sum Total:**

\_\_\_\_\_ DOLLARS  
(Amount in Words)

\$ \_\_\_\_\_  
(Amount in numbers)

**ADD ALTERNATE PRICE FOR AWARD IN AGGREGATE**

Bidders shall furnish all labor, materials, equipment, and services necessary for the removal of the existing HVAC systems and installation of a new ductless HVAC system as identified in the RFP documents Addendum 1 -HVAC specifications. Abandoned HVAC vent areas in wall system to be sealed appropriately.

**Lump Sum Total - For removal of current HVAC systems/installation of new ductless HVAC system for three portables at both locations:**

\_\_\_\_\_ DOLLARS  
(Amount in Words)

\$ \_\_\_\_\_  
(Amount in numbers)

**UNIT PRICE FOR WINDOW REPLACEMENT**

Provide a unit price for the cost of a window replacement (cost of removal, new window, labor, materials, etc. to replace each window). The approximate size of the windows is 48" x 48". The replacement windows would be vinyl, double-hung windows. Contractors will need to verify measurements prior to installation.

\$ \_\_\_\_\_ per window

**ADDENDA**

The following Addenda have been received and reviewed and all Work therein is incorporated in the Bid Form of Proposal:

**(If none please write "NONE"):**

Addendum No.	Date
_____	_____
_____	_____
_____	_____

**ATTACHMENTS**

The following items are **mandatory** and are to be included with the Bid Form of Proposal and Technical Proposal and shall be completed by the Bidder:

1. WCPS Bid/Proposal Affidavit

**REPRESENTATIONS**

I/We as the Bidder, have reviewed the bidding documents, and agree with the terms and conditions specified therein and submit this Bid Proposal in accordance.

The Owner reserves the right to reject any or all Bids. The Owner shall have the right to waive informalities and irregularities in the bids and in the bidding process and to accept the Bid which, in the Owner’s judgment, is in the Owner’s own best interests. A Bid not accompanied by a required bid security, or by other data required by the Bidding Documents, or a Bid which is in any way incomplete or irregular, is subject to rejection.

No Bidder shall withdraw, modify, or cancel his bid, or any part thereof, for a minimum of sixty (60) calendar days after the receipt of bids. The undersigned shall complete the total Work within the timeframe previously stated once the Owner indicates acceptance of this Bid Proposal by way of a written “Notice of Award” or “Letter of Intent” within this minimum sixty (60) day time period, or any time thereafter before the Bid is withdrawn.

I/We certify that this Bid is made without previous understanding, agreement, or connection with any person, firm or corporation submitting a bid for the same items and/or services and is, in all respects fair and without collusion or fraud; that none of this company's officers, directors 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 Washington County, administrative or supervisory personnel or other employees of Washington County Public Schools have any interest in the bidding company except as follows: (complete if applicable)

\_\_\_\_\_

\_\_\_\_\_

Respectfully submitted,

By \_\_\_\_\_  
(Company)

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

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Business Address)

\_\_\_\_\_  
(Phone)

\_\_\_\_\_  
(e-mail address)

(SEAL) If bid is by Corporation

I/we the bidder represent, and agree that it is a precedent to acceptance of this bid, that the bidder has not been a party to any agreement to bid of fixed or uniform price.

\_\_\_\_\_  
(Signature of Office & Title) (SEAL)

SUBSCRIBED AND SWORN to before me, a Notary Public in the State of \_\_\_\_\_, County of \_\_\_\_\_ City of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Commission Expires: \_\_\_\_\_

**NOTICE:** The Washington County Board of Education reserves the right to award any, all, or none due to budgetary constraints.

**END OF FORM OF PROPOSAL**