



# Berkeley County Council

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## THE COUNCIL

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ALAN J. DAVIS  
COUNTY ADMINISTRATOR

DATE: August 29, 2019

TO: County Council

FROM: Alan J. Davis – County Administrator *AJD*

RE: EPTA Site & Building Preparation Work

In April/May, 2019 we developed and distributed a Request-For-Proposals (RFP) for the EPTA Transfer Station Site & Building Preparation work to be done at the corner of South Raleigh Street & West South Street. Although six (6) firms attended the mandatory pre-bid conference on Monday, April 15, 2019 there were no bids submitted by the due date of Wednesday, May 8, 2019. We were told that bids were not submitted because of the size of the job and/or job scheduling commitments.

In early-August the RFP for EPTA Site & Building Preparation Work was redistributed. Our second attempt to secure bids resulted in two (2) proposals being submitted. The bids were:

Company Name	Address	Bid Amount
WF Delauter & Sons, Inc.	2 Creamy Way, Emmitsburg, MD, 21727	\$59,315
Advantage Landscape & Construction, Inc.	12936 Salem Ave., Hagerstown, MD, 21740	\$63,990

After reviewing all of the information provided, it appears that both bids meet the minimum qualifications as established by the RFP

If the Council wishes to move forward with this project, we recommend that the contract for the EPTA site and building preparation work be awarded to WF Delauter & Sons, Inc., in the low bid amount of \$59,315. It is further recommended that the funding for this project be taken from Coal Severance Account #002-988-458 which currently has an unencumbered fund balance of \$320,435.19

Thank you for your consideration of this recommendation. If there are any questions, please feel free to contact me.

Attachments

Cc. Jack Laing via email w/attachments  
Tracie McCormick via email w/attachments.