

L. Jeannett Cudmore, Chief Financial Officer



James R. Guy, President  
Eric Colvin, Commissioner  
Michael L. Hewitt, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner

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MEMORANDUM

TO: Commissioners of St. Mary's County  
Dr. Rebecca Bridgett, County Administrator

FROM: Jeannett Cudmore, CFO, Procurement Officer  
Brandon Hayden, Procurement Manager


RE: Award Recommendation for Airport Site Preparation for the St. Mary's County  
Airport (Solicitation 20-DPWT-103675)

DATE: November 5, 2019

Pursuant to Resolution 2016-10 approved by the Commissioners of St. Mary's County, contract awards in excess of \$1,000,000 require the approval of the Commissioners of St. Mary's County.

1. The solicitation for this project was released on June 10, 2019; a pre-bid conference was held on June 20, 2019. The Procurement Office received seven (7) bids on the bid due date of July 17, 2019.
2. The Procurement Office has determined that Penn Ave Construction LLC is both a responsive and responsible bidder under the terms of the Procurement Manual and referenced solicitation.
3. As indicated by the Department of Public Works and Transportation, the award recommendation is for the full scope of the project.
4. Adequate funds exist in Project #PF-1809 to complete the Award.

The Procurement Officer recommends to the Commissioners of St. Mary's County that a contract in the amount of **\$3,090,253.60** be awarded to Penn Avenue Construction LLC, and requests approval to award such contract after receipt & acceptance of Contract related required documents.

  
Jeannett Cudmore Date 10/31/19  
Procurement Officer