



Notice of Intent to Award
FOR
GC-2703: Roof Replacement at Garrett Information Enterprise Center (GIEC)

Issue Date: September 23, 2026

Notice of Intent to Award

Garrett College has completed its evaluation of bids received in response to Solicitation No. GC-2703: Roof Replacement at Garrett Information Enterprise Center (BPM058650), in accordance with the requirements, specifications, and evaluation criteria set forth in the Invitation for Bids (IFB).

Based upon the evaluation of all submissions and the determination that the selected bidder is both responsive to the requirements of the solicitation and responsible to perform the work, Garrett College intends to award the contract to:

Ultimate Roofing

Morgantown, WV

Total Contract Award Amount: \$135,000.00

The award is contingent upon the successful completion of all required approvals, execution of a mutually acceptable contract, submission of required insurance certificates, bonds (as applicable), and satisfaction of all other solicitation requirements.

Evaluation Summary

Garrett College reviewed and evaluated all bids received in response to Solicitation No. GC-2703 in accordance with the procedures and criteria established in the IFB. The apparent awardee was determined to be the lowest responsive and responsible bidder whose submission met the requirements of the solicitation.

Debriefing Rights

Any unsuccessful bidder may request a debriefing regarding the evaluation and award determination. Requests for debriefing must be submitted in writing to the Procurement Officer identified below within **three (3) business days** of the issuance of this Notice of Intent to Award.

Protest Procedures

Any bidder who wishes to protest the proposed award must submit a written protest to the Procurement Officer. The protest shall identify the solicitation number, state the grounds for the protest, and include all supporting facts and documentation relied upon by the protester.



Written protests must be received by the Procurement Officer no later than **five (5) business days** following the date of this Notice of Intent to Award. Failure to timely file a protest shall constitute a waiver of protest rights.

Procurement Officer

Shelley Menear

Director of Institutional Compliance

Garrett College

687 Mosser Road

McHenry, Maryland 21541

Email: procurement@garrettcollege.edu

Phone: 301-387-3037

Garrett College reserves the right to cancel this Notice of Intent to Award and reject any or all bids if determined to be in the best interest of the College and in accordance with applicable procurement requirements.