



**TALBOT COUNTY MARYLAND**  
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PHONE: 410-770-8002

MARY KAY VERDERY  
Grants Administrator  
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December 23, 2025

Harper & Sons, Inc.  
C/O Benson Harper  
9071 Centreville Road  
Easton, MD 21601

**RE: BID NO. 25-20, TALBOT INTERFAITH SHELTER, 107 & 109  
GOLDSBOROUGH STREET, EASTON, TALBOT COUNTY, MARYLAND**

Dear Mr. Harper:

Thank you for bidding on Talbot County Bid No. 25-20, INVITATION TO BID, TALBOT INTERFAITH SHELTER ELEVATOR/LIFT PROJECT. We are pleased to announce that the work will be awarded to Harper & Sons, Inc. as the lowest responsive and responsible bidder, in the total sum of \$154,240.42.

A contract noting the terms of services and project timeline will need to be drawn between Harper & Sons and Talbot Interfaith Shelter. This project is partially subsidized by the Department of Housing and Community Development CDBG funds, and as such, all CDBG Program requirements as noted within the DHCD Labor Standards Manual shall be referenced within and apply to the contract.

This includes but is not limited to; evidence of receipt of the HUD Form 4010 Federal Labor Standards and Contractor Statement of Assurances and Certifications form; Section 3 requirements and Build America, Buy America (BABA) Act as applicable; Davis-Bacon Act and General Wage Decision MD20250125, Contract Work Hours and Safety Act; and a projected start date and number of projected days for the contract.

A list of all subcontractors and employees must also be included and any contract between the General Contractor, Harper & Sons and subcontractors must also include all the required CDBG Labor Standards language.

A pre-construction conference must be conducted to review all required labor, financial and procurement requirements. We will forward an email to Harper & Sons, Talbot Interfaith Shelter and Department of Housing and Community Development (DHCD) staff to coordinate a meeting date/time.

After completion of the pre-construction conference and contract execution, the County will issue a Notice to Proceed.

Talbot County looks forward to working with you on this project. If you have any questions or desire additional information, please do not hesitate to contact me at 410-770-8002.

Sincerely,

Mary Kay Verdery

Cc: Talbot Interfaith Shelter – Electronic Copy Only