

## NOTICE TO BIDDERS

Sealed bids will be received until 2:00 p.m. on March 10, 2016 by the Lorain County Board of Commissioners; Purchasing Department; 226 Middle Avenue, 4th Floor, Elyria, Ohio 44035, for Elevator Maintenance and Repair Service Contract for Lorain County Buildings. All interested parties are welcome to attend the bid opening to be held immediately following the deadline in the Commissioners' Public Hearing Room-D located on the fourth floor of the Lorain County Administration Building.

A mandatory Pre-Bid Meeting will be held at 2:00 p.m. on March 3, 2016. All interested parties will meet in the Commissioners' Public Hearing Room located on the fourth floor of the Lorain County Administration Building for a walk-thru of the project sites.

All contractors involved with this project shall, to the extent practicable, use Ohio products, materials, services and labor in the implementation of this project. Bidders shall submit a list of consultants, sub-consultants, equipment available and all labor shall be paid not less than the prevailing wage rate as determined by the Ohio Department of Commerce for Lorain County. The Bidding Documents, consisting of Equipment Description Bidding Forms, Contract Forms, Contractor Responsibilities, may be examined at the following location: Lorain County Board of Commissioners, Purchasing Department, 4<sup>th</sup> Floor, 226 Middle Avenue, Elyria, Ohio 44035.

Specifications can be obtained at the office of the Lorain County Board of Commissioners; Purchasing Department; Lorain County Administration Building; 4<sup>th</sup> Floor; 226 Middle Avenue, Elyria, Ohio, 44035 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday. A \$15.00 non-refundable deposit is required for each set of bidding documents. Lorain County will not accept and/or consider any bid as an official bid unless said bidder has picked up and paid for a complete bid package from the Lorain County Purchasing Department. In order to bid this project you must be a plan holder of record with the Purchasing Department.

Bids must be accompanied by a bid bond, certified check, cashier's check or Letter of Credit equal to ten percent (10%) of the amount bid or a Bid Guaranty and Contract Bond in the form bound in the Project Manual for the full amount of the bid. Should any bid be rejected such instrument will be forthwith returned upon proper execution of a contract. Each bid shall contain the full name or names of persons and company submitting the bid and shall be clearly marked: **Elevator Maintenance and Repair Services**.

The Board of Commissioners reserves the right to reject any and all bids and to waive any informalities or irregularities if it is deemed in the best interest of Lorain County to do so. Any interpretation, correction or modification to the specifications desired shall be submitted in writing to James R. Cordes, County Administrator, 226 Middle Avenue, Elyria, Ohio 44035 and must be received at least seven (7) days prior to the date of the bid opening.

By the Order of:

Lorain County Board of Commissioners  
Theresa Upton, Clerk

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Advertise: February 19 and February 26, 2016