

**REQUEST FOR PROPOSALS
SUMMER CAMP PROGRAM FOR LOW INCOME CHILDREN**

Proposals will be received until 2:00 p.m. on Monday, May 7, 2018 by the Lorain County Commissioners, Purchasing Department, 226 Middle Avenue, Elyria, Ohio 44035, for vendors to provide a summer camp program for low income children.

The above program is being requested by and will be used by Lorain County Department of Job and Family Services, in accordance with specification. Proposals will be opened immediately following the 2:00 p.m. deadline in the Lorain County Commissioners Fourth Floor Public Meeting Room.

Bid packets for this program will be available beginning Monday, April 23, 2018 at the Lorain County Purchasing Department, 226 Middle Avenue, Fourth Floor, Elyria, Ohio 44035. You may obtain a packet in one of the following ways:

1. Pick up at Lorain County Purchasing Department.
2. Request in writing for a packet to be e-mailed. Send the e-mail request to KC Saunders, kcsaunders@loraincounty.us at the Lorain County Purchasing Department.
3. Request in writing via the US Postal Service for Lorain County Purchasing Department to mail a packet.

Each proposal shall contain the full name or names of persons and company submitting the RFP and shall be enclosed in a preprinted envelope and marked "RFP – SUMMER CAMP".

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 modifications to the specifications desired shall be submitted in writing to Jennifer Key, Fiscal Supervisor, Lorain County Department of Job and Family Services 42485 North Ridge Road, Elyria, Ohio 44035, e-mail at Jennifer.Key@jfs.ohio.gov, fax # 440.323.3422 and must be received at least four days prior to the date on the bid opening.

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