

In the matter of advertising an request for)
sealed bids for four new scanners for Job)
and Family Services)

BE IT RESOLVED, by the Lorain County Board of Commissioners that we hereby advertise request for sealed bids for four new scanners for the Imaging Department at Job and Family Services.

Notice to be in The Chronicle Telegram on July 22th & 29th, bids to be opened immediately following the 2:30 p.m. deadline on August 5, 2013 in Meeting Room E.

INVITATION TO BID (ITB)
SCANNER PURCHASE AND SCANNER MAINTENANCE

Sealed bids will be received until 2:30 p.m. on Monday, August 5, 2013, by the Lorain County Commissioners, Purchasing Department, 226 Middle Avenue, Elyria, Ohio 44035, for the purchase of four (4) new scanners and scanner maintenance agreements to be used by the Lorain County Department of Job and Family Services Imaging Department. Bids will be opened immediately following the 2:30 p.m. deadline in the Lorain County Commissioners Fourth Floor Public Meeting Room.

Bid packets will be available beginning Monday, July 22, 2013 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 Susan Lux, slux@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 bid shall contain the full name or names of persons and company submitting the ITB and shall be enclosed in a preprinted envelope supplied by the county and marked "**ITB – LCDJFS Scanner**".

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 Kristin Whiteman, Contract Supervisor, Lorain County Department of Job and Family Services, 42485 North Ridge Road, Elyria, Ohio 44035, e-mail: white06@odjfs.state.oh.us, fax #440.323.3422, and must be received at least four (4) days prior to the date of the bid opening.

By order of:

Lorain County Commissioners

Theresa Upton, Clerk

Publish: The Chronicle Telegram

July 22, 2013 and July 29, 2013