

# INVITATION TO BID

Sealed bids shall be received by the CITY OF ELYRIA, OHIO, until **9:00 AM local time on July 30, 2010** for the project known as:

**Neighborhood Stabilization Program, Rehabilitation Project No. 2010-09  
579 Willow Park, Elyria, OH 44035**

The bids are to be delivered to the OFFICE OF THE SAFETY SERVICE DIRECTOR, ELYRIA CITY HALL, SUITE 301, 131 COURT STREET, ELYRIA, OHIO 44035. All bids received will be opened and read at a public bid-opening meeting at **9:00 AM on July 30, 2010**.

**DESCRIPTION OF PROJECT:** The furnishing of all labor, equipment, and supplies for the rehabilitation of:

**579 Willow Park**, Elyria, Ohio in accordance with The Work Specifications.

**BIDDING DOCUMENTS:** The plans, work specifications, and all bidding forms may be examined at, and copies may be purchased from the Office of the Community Development, Elyria City Hall, Suite 302, 131 Court Street, Elyria, Ohio 44035, phone (440) 326-1541, fax (440) 326-1544 until **4:30 PM on July 15, 2010**. Fees to obtain copies of plans, specifications and all bidding forms will be at the cost of \$6.00 for in-office pick-up and \$8.00 for mail delivery.

**BID GUARANTY:** The bid must be accompanied by a bid guaranty. The Bid Guaranty must meet all requirements of Section 153.54 of the ORC and the Instructions to Bidders.

**COMPLETION TIME:** The Project must be completed ninety (90) days from the date of the Notice to Commence Work.

**COMPLIANCE WITH ALL LAWS:** All work shall be carried out in compliance with all federal, state and local laws, rules and regulations that apply to the work. Any project specification item in conflict with a federal, state, or local law, rule or regulation, shall be void.

## **PRE-BID WALK-THROUGH**

A pre-bid walk-through of the project site will be conducted to familiarize any bidder to the scope of the project and to provide bidders the opportunity to discuss and clarify the work specifications. If alternative items are warranted, these must be provided in writing, as an addendum, to all participating bidders. **All bidders must attend the pre-bid walk-through which will be held on Friday, July 16, 2010, 2010 at 11:00 AM.** No bids will be accepted from bidders that do not attend the pre-bid walk-through.

**AFFIRMATIVE ACTION:** All bidders must comply with the provisions of Chapter 167 of the Elyria Codified Ordinances as amended. Bidders must be pre-certified or submit an acceptable Affirmative Action Plan with the bid submission. Prospective bidders may contact the City's Equal Opportunity Representative, LaTaunya Conley at (440) 326-1421 for information on pre-certification. No contract will be awarded unless an acceptable Affirmative Action Plan is reviewed by the EEO Office, approved and incorporated into the contract. Each bidder must complete and sign the Elyria Equal Opportunity Clause, which is included with the specifications.

**MBE/WBE PARTICIPATION:** Pursuant to federal regulations (24 CFR 85.36(e)) the prime contractor, if it subcontracts for work or supplies, shall take affirmative steps to solicit proposals from minority businesses and women's business enterprises. Bidders may contact the City's Equal Opportunity Representative LaTaunya Conley at (440) 326-1421 to obtain a list of such businesses in the Elyria Area.

**EQUAL OPPORTUNITY CLAUSE:** All qualified bidders will receive consideration without regard to race, religion, color, sex, national origin, disability, age, or ancestry.

**BID FORMS:** No bid will be considered unless it is made on the forms furnished by the City. Bidders shall not take any exception to any requirement of the work specifications. Each bid must contain the full name of the person(s) submitting the bid and all persons interested therein. SEE SECTION 3.2 OF THE INSTRUCTION TO BIDDER'S FORM.

**AWARD OF CONTRACT:** The City reserves the right to reject any or all bids received and to accept any bid with any combination of alternates which is deemed most favorable to the City at the time and under the conditions stipulated in the project documents. The City also reserves the right to waive any technical defects, irregularities, and omissions which the City, in its sole discretion, determines to be in the best interest of the City. Award of this Contract is further detailed in Section 17 of the "Instructions to Bidders".

William M. Grace, Mayor

Chronicle-Telegram: July 9, 2010