

## LEGAL NOTICE

Sealed bids will be received at the office of the Board of County Commissioners, 12611 Ravenwood Drive, Suite 350, Chardon, Ohio 44024, for the:

### GEAUGA COUNTY WINDOW AND GLASS CLEANING SERVICES – 2024-2026

during the hours of 8:00 a.m. to 4:30 p.m. Monday through Friday, until 1:45pm (local time) on May 8<sup>th</sup>, 2024, at which time the bids shall be opened and publicly read at 2:10 p.m. in the Commissioners Chambers, Room B303.

Printed specifications may be obtained from the Geauga County Maintenance Department, 13211 Aquilla Road, Chardon, Ohio 44024-1068, between the hours of 8:30 a.m. - 4:00 p.m., Monday through Friday. An electronic set of plans and specifications may also be requested via email to [msieracki@geauga.oh.gov](mailto:msieracki@geauga.oh.gov), or by calling Matt Sieracki at (440) 279-1759.

There will be a mandatory contractor pre-bid meeting at 1:00 p.m. on April 24<sup>th</sup>, 2024 at the front of the Geauga County Annex Building, located at 231 Main Street, Chardon, Ohio, 44024.

A copy of this legal notice is posted on the Geauga County's website. Go to <https://geauga.oh.gov/bid-openings/> and click on the project name to view this legal notice.

**Envelopes containing the bid and other required documents shall be sealed and clearly marked: "BID - GEAUGA COUNTY WINDOW AND GLASS CLEANING SERVICES, Attention: Clerk, Geauga County Board of Commissioners, 12611 Ravenwood Drive, Suite 350, Chardon, Ohio 44024."**

Each bid must be accompanied by a bid bond or a certified check, cashier's check, or money order for five 5% of the total amount bid. The bid bond or guaranty must be submitted as a guarantee that if the bid is accepted, a contract will be entered into in conformity to the invitation and the bid and its performance properly secured.

The bid bond or guaranty shall be issued by an approved surety company authorized to transact business in the State of Ohio and said company shall have local representation. The bond or guaranty is subject to approval by the County Prosecutor.

The Geauga County Commissioners reserve the right to waive any formalities, irregularities, and/or to reject any or all bids received or any part thereof.

Terms of payment shall be as described in the bid specifications.

**BY ORDER OF COUNTY COMMISSIONERS OF GEAUGA COUNTY**

**Christine Blair, Clerk**

**PUBLISH:** April 11<sup>th</sup>, April 18<sup>th</sup>, County website