

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
2024-2027 COUNTY OFFICE BUILDING HVAC MAINTENANCE
GEAUGA COUNTY MAINTENANCE DEPARTMENT**

during the hours of 8:00 a.m. to 4:30 p.m. Monday through Friday, until 1:45 p.m. (local time) on May 29th, 2024, at which time the bids shall be opened and publicly read at 2:00 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, between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday. An electronic set of specifications may also be requested via email to msieracki@geauga.oh.gov, or by calling Matt Sieracki at (440) 221-9928.

There will be a mandatory contractor pre-bid meeting at 9:00 a.m. on May 14th, 2024, at the Geauga County Office Building located at 12611 Ravenwood Drive, Chardon Ohio, 44024.

A copy of this legal notice will be published in the Geauga County Maple Leaf and posted on the Geauga County's website. Go to <https://bocc.geauga.oh.gov/public-notifications/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 OFFICE BUILDING HVAC MAINTENANCE, Attention: Clerk, Geauga County Board of Commissioners, 12611 Ravenwood Drive Suite 350, Chardon Ohio, 44024.”

The successful bidder is required to furnish a bond for the faithful performance of the contract in a sum of not less than One Hundred percent (100%) of the total bid price for the complete work, said bond to be that of an approved surety company authorized to transact business in the State of Ohio meeting the requirements of the O.R.C. Section 153.57.

Each bid must be accompanied by a bid bond or guaranty in the amount of 100% of the total amount bid, or a certified check, cashier's check, or money order in an amount not less than 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 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 shall meet the satisfaction of the County Prosecutor.

The Geauga County Commissioners reserve the right to waive any informalities and to reject and or all bids received or any part thereof.

BY ORDER OF COUNTY COMMISSIONERS OF GEAUGA COUNTY

Christine Blair, Clerk

PUBLISH: May 2nd, May 9th, and County Website