



A copy of the signed bid bond or check must be included with the electronic bid submission. The signed original must be received from the apparent low bidder within three business days.

The Successful Bidder Requirements must be properly signed and a copy uploaded in the General Attachments as part of the bid submittal.

The originals must be received from the apparent low bidder within three business days of the due date.

Addressed to:

Shannon McNulty  
Central Purchasing Office  
175 S. Main Street Room 742  
Akron, OH 44308

## **BIDDER QUALIFICATIONS**

Each Bidder shall provide the information required by the following forms. In lieu of filling in the attached tables, each Bidder may provide a listing of the required information on separate sheets and attach them directly to this sheet with the word “attached” printed in each affected table.

Do you intend to sublet any portions of the work? \_\_\_\_\_ If so, please list below and submit a commitment letter from each subcontractor.

NAME OF SUB-CONTRACTOR	AMOUNT OF SUB-CONTRACT	ITEMS OF WORK

List below any equipment you own which is available for the proposed work.

Quantity	Item	Description, Size, Capacity, Etc.	Condition	Years of Service	Present Location

List equipment which you intend to purchase or rent for use on the proposed work, should the contract be awarded to you.

Quantity	Item	Description, Size, Capacity, Etc.	Purchase or Rent	Approximate Cost

List all incomplete Contracts and Subcontracts on hand:

Date	Owner and Location	Value of Contract	Type of Work	Required Date of Completion

(Attach additional documents if necessary)

List projects of this type work you have completed in this County in the past three years.

Owner and Location	Amount of Contract	Type of Work Done	Date

List the largest Performance Bonds you have obtained in the past three years.

Date	Owner and Location	Amount of Bond	Type of Work Done	Required Date of Completion

STATE OF OHIO )  
                  ) SS  
COUNTY OF    )

AFFIDAVIT

\_\_\_\_\_ , being first duly sworn, deposes and says that he  
is \_\_\_\_\_ (sole owner, a partner, president, etc.) of  
\_\_\_\_\_

the party making this bid and that the answers given on the Request for Qualifications Forms  
are  
complete and true.

(Signed \_\_\_\_\_ Title

Subscribed and sworn to before me this  
\_\_\_\_\_ day of \_\_\_\_\_ ,  
\_\_\_\_\_ .

\_\_\_\_\_  
Notary Public

Are there any liens outstanding against you or any of your projects? \_\_\_\_\_

If answer is yes to any of the above, please furnish details. (If there is insufficient space, attach additional sheets.)

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## EOUAL EMPLOYMENT OPPORTUNITY COMPLIANCE CERTIFICATE

As used in this certificate, the term "subcontract" includes the term "Purchase Order" and all other agreements effectuating purchase of supplies or services. If this certificate is submitted as

part of a bid or proposal, the term "Seller" shall be deemed to refer to the Bidder or offeror, or Subcontractor or Supplier. This certificate shall be renewed annually. Notwithstanding the foregoing, the certifications made herein shall remain applicable until completion of all non-exempt contracts/subcontracts awarded while this certificate is in effect. The undersigned

Seller certifies the following to County of Summit hereinafter referred to as Buyer:

- A. **REPORTS:** Within thirty (30) days after Buyer's award to Seller of any contract/subcontract and prior to each March 31 thereafter during the performance of work under said subcontract, the Seller shall file Standard Form 100, entitled "Equal Employment Opportunity Employer Information Report EEO-1" in accordance with instructions contained therein, unless Seller has either filed such report within twelve (12) months preceding the date of the award or is not otherwise required by law or regulation to file such a report.
- B. **PRIOR REPORTS:** Seller, if it has participated in a previous contract or subcontract subject to the Equal Opportunity Clause 41 C.F.R. Sec. 60-1.4 (a) (1) through (7), or the clause originally contained in section 301 or Executive Order No. 10925, or the clause contained in Section 201 of the Executive Order No. 11114, has filed all required compliance reports. Seller shall obtain similar representations indicating submission of all required compliance reports, signed by the proposed subcontractors, prior to awarding subcontracts not exempt from the Equal Opportunity clause.



C. **CERTIFICATION OF NON-SEGREGATED FACILITIES:** Seller certifies that it does not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained. Contractor certifies further that it will not maintain or provide for its employees any segregated facilities at any of its establishments and that it will not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained. Seller agrees that a breach of this certification is a violation of the Equal Opportunity Clause in this certificate. As used in this certification, the term "segregated facilities" means any waiting rooms, rest rooms, and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion or natural origin, because of habit, local customs or otherwise. Contractor further agrees that (except where it has obtained identical certifications from proposed subcontractors for specific time periods) it will obtain identical certifications from proposed subcontractors prior to the award of a subcontract exceeding \$10,000.00 which is not exempt from the provisions of the Equal Opportunity Clause; that it will retain such certifications in its files; and that it will forward the following notice to such proposed subcontractors (except where the proposed subcontractors have submitted identical certifications for specific time periods): NOTICE TO PROSPECTIVE SUBCONTRACTORS OF REQUIREMENT FOR CERTIFICATIONS OF NON-SEGREGATED FACILITIES. A Certification of Non-segregated Facilities, as required by Section 60-1.8 of Title 41 of the Code of Federal Regulations, must be

submitted prior to the award of a subcontract exceeding \$10,000.00 which is not exempt from the provisions of the Equal Opportunity Clause.

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

- D. AFFIRMATIVE ACTION COMPLIANCE PROGRAM: Prior to 120 days after receipt of any subcontract in the amount of \$50,000.00 or more from Buyer, Seller, if it has fifty (50) or more employees and is not otherwise exempt under 41 C.F.R., Part 60-1, shall have developed for each of his establishments a written affirmative action compliance program as called for in 41 C.F.R., Sec. 60-1.40. Seller will also require its lower-tier subcontractors who have fifty (50) or more employees and receive a subcontract of \$50,000-00 or more and who are not otherwise exempt under C.F.R., Part 60-1 to establish written affirmative action compliance programs in accordance with 41 C.F.R., Section 60-1.40.
- E. Bidders are responsible to EEO compliance as provided in Executive Order 11246 and implementing regulations TITLE 41, Chapter 60-4.2, 60-4.3 (Equal Opportunity Clause and Notice of Standard Specifications), 60-250, and 60-741 when applicable.
- F. Seller certifies that it is not currently in receipt of any outstanding letters of deficiencies, show cause, probable cause or other such notifications or noncompliance with EEO regulations.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by:

Firm: \_\_\_\_\_

By: \_\_\_\_\_ Title: \_\_\_\_\_

Item:

Project: \_\_\_\_\_

A.1 **CONTRACT COMPLIANCE RULES AND REGULATIONS FOR EQUAL EMPLOYMENT OPPORTUNITY**

The County of Summit County Executive/County Council has adopted contracts exceeding rules and regulations which provide that contracts exceeding \$2,000.00 for services, e.g. window washing, janitorial services, etc., and \$6,000.00 for equipment, materials and supplies, e.g. Food, pharmaceutical, paper, etc., must be reviewed by the Equal Opportunity Director prior to contract award. The purpose of this review is to determine the bidder's Equal Employment Opportunity efforts and intent.

- a. Notice to prospective bidders on items in excess of \$2,000.00 for services and \$6,000.00 for equipment and material suppliers or vendors provides that all bidders must comply with the Contract Compliance procedures for Equal Employment Opportunity as established.
- b. An Affirmative Action Certification (Attachment #1) must be submitted by bidder. Prior to construction the Contractor shall obtain from, and submit to, the Equal Opportunity Director, the Input Form #29. Subsequent submittals of this form shall be submitted as requested by the Director. Failure to submit the Equal Employment Opportunity data as required will deem the bid non-responsive and void.
- c. If a bidder has multiple contracts with the County of Summit each of which is less than \$2,000.00, for services but together exceed \$2,000.00, then the total dollar volume determines coverage under these rules. Whenever equipment and material suppliers or vendors have multiple contracts, each of which is less than \$6,000.00, but together exceed \$6,000.00, then the total dollar volume determines under these rules. Responsibility for keeping records to determine

when dollar volume requiring the filling or Equal Employment Contract Compliance documents has been reached rests with the supplier or vendor.

- d. The apparent successful bidder may be asked to attend a pre-award Equal Employment Opportunity conference if such a conference is requested by the Equal Opportunity Director. At that time more information may be required from the bidder on his Affirmative Action Program.
- e. The Equal Opportunity Director is responsible for monitoring the Equal Opportunity efforts of each contractor, subcontractor, vendor or supplier after contract award.
- f. The Director may wish to confer with a contractor for the purpose of offering assistance and to secure reasonable assurances from the contractor that any Equal Opportunity deficiencies will be corrected.
- g. Failure to comply with the Equal Employment Opportunity contract requirements may result in any or all of the following sanctions subject to approval by the County of Summit County Executive/County Council:
  - (1) Withholding of payments to the contractor in violation until it is determined that the contractor is in substantial compliance with Equal Opportunity requirements.
  - (2) Refusal of all future bids for any public contract with the Board until such time as the contractor demonstrates that he has established and will execute an acceptable Equal Opportunity Program.
  - (3) Cancellation of the public contract and declaration of forfeiture of the performance bond.

## A.2 **GUIDELINES OF AFFIRMATIVE ACTION**

- a. Prepare an Equal Opportunity Policy for your company. Make, this policy known to all your employees and potential sources of employees and to your

sub-contractors, asking their cooperation by using every appropriate means (bulletin boards, handbooks, letters, etc.). Be sure you are understood.

- b. Appoint a top management official in your company as Equal Employment Opportunity Officer ( or equivalent title), to coordinate company efforts, to advise and assist staff, including superintendents and foremen, and as a focal point for any complaints.
- c. Assure nondiscriminatory recruiting for your company, taking appropriate steps such as:
  - (1) Placing employment advertisements in newspapers, which serve the largest number of minority-group people, including handicapped, in the recruiting area;
  - (2) Recruiting through schools and colleges having substantial proportions of minority and female students;
  - (3) Maintaining systematic contacts with minority and human relations, organizations, leaders, and spokesmen to encourage referral to qualified minority, and female applicants;
  - (4) Encouraging present employees to refer minority, handicapped and female applicants;
  - (5) Making it known to all recruitment sources that qualified minority members and women are being sought for consideration for supervisory, journeyman, office, and technical jobs as well as others, whenever the company hires.
- d. Assure non-discriminatory hiring by your company, taking appropriate steps such as:

- (1) Personally instructing those of your staff who make hiring decisions that minority and female applicants for all jobs are to be considered without discrimination.
    - a) Cooperating with your unions (perhaps through your contractors' organization) in the development of programs to assure qualified minority persons and women of equal opportunity for employment; b) Including an effective non-discrimination clause in new or renegotiated union agreements;
  - (3) Using summer and part-time trainees - particularly from the minority group – as work needs and union agreements, if any, will permit.
- e. Assure that your company makes maximum use of apprenticeship and other training to help equalize opportunity for minority persons and women, taking appropriate steps such as:
- (1) Sponsoring and assisting minority youths and women as well as others to enter pre-apprenticeship and apprentice training, and making such training available to the maximum extent within your company.
  - (2) Actively encouraging minority employees and women, as well as others to increase their skills and job potential through participation in training and education programs, and helping to assure that such programs are adequate and are in fact available to minority persons;
  - (3) Actively participating in Joint Apprenticeship Committees.
- f. Assure non-discriminatory placement and promotion with your company, taking appropriate steps such as periodically instructing those of your staff who make decisions on placement and promotion that minority and female employees are to be considered without discrimination, and should be reviewed to determine whether this results from discrimination.

- g. Assure non-discriminatory pay, other compensation and working conditions in your company, taking appropriate steps such as:
- (1) Examine rates of pay and fringe benefits for present employees with equivalent duties, and adjusting any inequities found;
  - (2) Not reducing the compensation of existing employees whom you have converted to on-the-job trainee status;
  - (3) Advising all qualified employees whenever there is an opportunity to perform overtime work.
  - (4) Assure non-discriminatory demotion, layoff, or termination perhaps by requiring advance clearance of such actions through your company's Equal Employment opportunity officer.
  - (5) Encourage affirmative purchasing for your company to include encouraging minority-group sub-contractors and suppliers to bid for work with your firm.

A. 3 SERVICE AND SUPPLY CONTRACTS EEO BID CONDITIONS

Bidders on service contracts, in excess of \$2,000, and/or supply contracts in excess of \$6,000 must complete and file with the bid an Affirmative Action Certification (Attachment 1).

## **Federally Required EEO Certification Form**

The bidder hereby certifies that he **has....,has not....**, participated in a previous contract or subcontract subject to the equal opportunity clause, as required by Executive Orders 10925, 11114, or 11246, and the he **has...., has not....**, filed with the Joint Reporting Committee, the Director of the Office of Federal Contract Compliance, a Federal Government Contract Compliance, a Federal Government contracting of administering agency, or the former President's Committee on Equal Employment Opportunity, all reports due under the applicable filing requirements. **The Bidder must circle the appropriate "has or has not" above.**

(as required in Section 29-3 of the ODOT LPA Template)



AFFIRMATIVE ACTION CERTIFICATION

FOR

EQUAL EMPLOYMENT OPPORTUNITY

\_\_\_\_\_ understands that, if it is  
Name of Bidder

found to be the best suitable bidder hereby agrees that in the hiring of employees for the performance of work under this contract or any sub-contract hereunder, no contractor or sub-contractor or any person acting on behalf of such contractor shall be “by” or “for” reason of race, creed or color, discriminate against any citizen of the State of Ohio in the employment of labor or workers who qualify and who are available to perform the work to which this contract relates.

\_\_\_\_\_ further agrees that no contractor,  
Name of Bidder

sub-contractor or any person acting in his behalf shall in any manner discriminate against or intimidate any employee hired for the performance of work under this contract on account of race, creed or color.

\_\_\_\_\_  
OFFICIAL SIGNATURE

\_\_\_\_\_  
DATE

This certification becomes part of the resultant contract.

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**FORM C: EQUAL EMPLOYMENT OPPORUNITY/ANTI-DISCRIMINATION COMPLIANCE  
CERTIFICATE**

**EQUAL EMPLOYMENT OPPORUNITY/ANTI-DISCRIMINATION**

A. The undersigned agrees that in the hiring of employees for the performance of work under any contract awarded by the County of Summit, or any subcontract awarded by the County of Summit, no contractor, subcontractor or any person acting on his behalf, shall, by reason of race, creed, sex, disability, military status as defined in section 4112.01 of the Ohio Revised Code, color, gender identity as defined in Section 101.02(f) in the Codified Ordinances of the County of Summit and sexual orientation as defined in Section 101.02(r) in the Codified Ordinances of the County of Summit, shall discriminate against any citizen of the state in the employment of labor or workers who are qualified and available to perform the work to which the employment relates.

B. The undersigned agrees that no contractor, subcontractor or any person on his behalf shall, in any manner, discriminate against or intimidate any employee hired for the performance of work under this Agreement on account of race, creed, sex, disability, military status as defined in section 4112.01 of the Ohio Revised Code, color, gender identity as defined in Section 101.02(f) in the Codified Ordinances of the County of Summit and sexual orientation as defined in Section 101.02(r) in the Codified Ordinances of the County of Summit. The undersigned certifies he does not maintain and he will not permit his employees from performing services at any segregated facilities.

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
By:

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**DECLARATION OF PERSONAL TAX DELINQUENCY**

**OHIO REVISED CODE 5719.042**

I, \_\_\_\_\_ hereby affirm that

\_\_\_\_\_  
,bidder herein IS/IS NOT (as applicable) charged at the time of submitting this bid with any delinquent personal property taxes on the general tax list of personal property of the County of Summit.

The amount of such due and unpaid delinquent tax and any due and unpaid penalties and interest is \$\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

STATE OF OHIO ) (

COUNTY OF SUMMIT, SS. ) (

Before me, a Notary Public, in and for said County, personally \_\_\_\_\_

Appeared authorized signatory for \_\_\_\_\_, and acknowledges that

they have signed the foregoing instrument and that the same is their free act and deed.

IN TESTIMONY WHEREOF, I have affixed my hand and seal of my office at \_\_\_\_\_,

Ohio, This \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

DECLARATION OF REAL PROPERTY TAX DELINQUENCY

I, \_\_\_\_\_, hereby affirm that \_\_\_\_\_, firm herein, is  / is not  (check one) charged at the time of submitting this request for proposal with any delinquent real property taxes on the general tax list of real property of the County of Summit.

The amount of such due and unpaid delinquent tax and any due and unpaid penalties and interest is \$\_\_\_\_\_.

Firm Name: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

STATE OF OHIO            )  
                                  SS:    )

COUNTY OF SUMMIT     )

Before me, a Notary Public, in and for said County, personally appeared \_\_\_\_\_, authorized signatory for \_\_\_\_\_, and acknowledges that he has read the foregoing subsections and that the information provided therein is true to the best of his knowledge and belief.

IN TESTIMONY WHEREOF, I have affixed my hand and seal of my office at \_\_\_\_\_, Ohio, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
(Official Seal)

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_, 20\_\_.

**NON-COLLUSION AFFIDAVIT**

**THIS AFFIDAVIT IS TO BE FILLED OUT AND EXECUTED  
BY THE BIDDER, IF THE BID IS MADE BY A CORPORATION,  
THEN BY THE PROPERLY AUTHORIZED AGENT.**

**AFFIDAVIT**

STATE OF OHIO )

SS.

COUNTY OF )

\_\_\_\_\_ being first duly sworn, deposes and says that he is \_\_\_\_\_ (sole owner, a partner, president, secretary, etc.) of \_\_\_\_\_, the party making the foregoing bid; that such bid is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation; that such bid is genuine and not collusive or sham; that said bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived or agreed with any bidder, or anyone else, to put in a sham bid, or that any one shall refrain from bidding; that said bidder has not in any manner, directly or indirectly, sought by agreement, communication or conference with any one to fix the price of said bidder or any other bidder, or to fix any overhead, profit or cost element of such bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract or any one interested in the proposed contract; that all statements contained in such bid are true, and further, that said bidder has not directly or indirectly, submitted his bid price or any breakdown thereof, or divulged information or data relative thereto, or paid and will not pay any fee in connection therewith, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, or to any other individual except to such person or persons as have a partnership or other financial interest with the said bidder in his general business.

Signed.

\_\_\_\_\_  
Title

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Seal Notary  
\_\_\_\_\_

## Responsible Contractor Notice of Criteria

In order for any bidder/contractor on a construction contract procured through competitive bid and that is in excess of fifty thousand dollars (\$50,000.00) to be considered responsible, the bidder/contractor shall meet each of the following criteria:

(1) The contractor shall identify three (3) public works projects that are each within seventy five percent (75%) of the bid estimate for the Public Project that were successfully completed by the contractor within the last five (5) years.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

(2) The bidder/contractor shall certify that it will employ supervisory personnel on the proposed construction project that have five (5) or more years of experience in the specific trade needed for the proposed construction project.

(3) The bidder/contractor shall certify that, in the last five (5) years, it has not been penalized or debarred from any public works project for certified payroll records violations or any violation of the Fair Labor Standards Act.

(4) The bidder/contractor shall certify that it has not been debarred from any public works projects for any prevailing wage violations; or been found (after all appeals) to have violated prevailing wage laws more than three (3) times in the last five (5) years.

(5) The bidder/contractor shall certify that it is in compliance with Ohio's Drug Free Workplace Program, including but not limited to, maintaining a substance abuse policy that governs its personnel who will work on the proposed construction project and shall provide evidence of the same. Please attach copy of the substance abuse policy.

(6) The bidder/contractor shall certify that it has not been debarred from any public contract, federal, state, or local, in the past five (5) years for any reason other than those set forth in subsections (3), (4) and (5), above.

7) The bidder/contractor for a licensed trade contract or fire safety contract shall certify that the contractor is licensed pursuant to Chapter 4740 of the Ohio Revised Code as a heating, ventilating and air conditioning contractor, refrigeration contractor, electrical contractor, plumbing contractor, hydronics contractor or certified by the State Fire Marshall pursuant to Section 3737.65 of the Ohio Revised Code, and shall provide evidence of the same. Please attach copy of license(s).

(8) The bidder/contractor shall certify that it has not had any professional license revoked in the past five (5) years in the State of Ohio or in any other state.

9) The bidder/contractor shall certify that it has no final judgments against it that have not been satisfied at the time of certification.

(10) The bidder/contractor shall certify that it has complied with all applicable unemployment and workers compensation laws for the three (3) years preceding the date of its certification.

(11) The bidder/contractor shall certify that it will notify the Income Tax Authority of the city, village, township or joint economic development district where the proposed construction project is located, prior to beginning work on the proposed construction project, of any independent contractor(s) or subcontractor(s) and/or IRS Form 1099 employee(s) that will be used on the proposed construction project.

(12) The bidder/contractor shall certify that it will use construction employees on the proposed construction project who were trained in a state or federally approved apprenticeship program, or who are currently enrolled in a state or federally approved apprenticeship program, or who have at least four (4) years of experience in their particular trade.

~~(13) The contractor shall certify that it and its subcontractors or any other contractor performing work on the Public Project pursuant to a contract with the contractor shall pay the prevailing wage rate and comply with the other provisions set forth in Ohio's Prevailing Wage Law, R.C. 4115.03 through 4115.16, and O.A.C. 4101:9-4-01 through 4101:9-4-28. This includes, but is not limited to, the filing of certified payroll reports.~~

~~(14) The contractor shall certify that it will make its best efforts to secure and utilize construction employees primarily from Summit County and, secondarily, from counties that are contiguous to Summit County. In the event the DFA is financing a Public Project in another county, the contractor shall certify that it will make its best efforts to secure and utilize construction employees primarily from the County in which the Public Project is situated and from contiguous counties.~~

In the event a contract has been awarded, a list of employees on the job will be requested. The list must contain (a) the name and home address of each employee, (b) for requirement #2, above, shall list the number of years of experience in the specific trade for all supervisory personnel, and (c) for requirement #12, above, shall, for each employee, identify the federally approved apprenticeship program in which the employee was trained or is currently enrolled, or shall list the number of years of experience in the specific trade. The bidder/contractor shall update and amend this list during the course of the proposed construction project for any new employees working on the proposed construction project.

The undersigned, \_\_\_\_\_, for and on behalf of \_\_\_\_\_, the bidder for the proposed construction project, hereby certifies that it complies with all of the aforementioned criteria, and will continue to comply with the aforementioned criteria during the duration of the proposed construction project. I further certify that all attachments to this form are accurate and that \_\_\_\_\_ will continue to update and amend the employee list attached hereto for any new employees working on the proposed construction project.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

STATE OF OHIO

COUNTY OF SUMMIT, ss.

Before me, a Notary Public, in and for said County, personally appeared

\_\_\_\_\_, authorized signatory for

\_\_\_\_\_, and acknowledged that he has signed the foregoing instrument and that the same is his free act and deed.

IN TESTIMONY WHEREOF, I have affixed by hand and seal of my office at

\_\_\_\_\_, Ohio, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public



**PROPOSAL**

\_\_\_\_\_ Ohio, \_\_\_\_\_, \_\_\_\_\_

To the County Executive, County of Summit.

The undersigned bidder certifies that he has examined, in their entirety, the Notice to Contractors, Instructions to Bidders, Form of Contract, General Provisions, General and Supplement Specifications, and the Estimated Quantities. Drawings, Plans of "Standard" structures, which shall govern this improvement and are made a part of this proposal and the ensuing contract.

**DESCRIPTION OF THE IMPROVEMENT**

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The undersigned proposes to furnish any and all material, tools, labor, transportation, machinery, appliances, and appurtenances necessary, and to prosecute to full completion, the work called for under this improvement, all upon the terms and under the conditions and provisions set forth in this proposal, in the Instructions to Bidders, Form of Contract and Bond, General Provisions, and Specifications herein contained, and in accordance with the Drawings and plans of "Standard" structures for such improvement, and in consideration thereof, to accept from the County of Summit, as full payment for the completion of each item as specified, the respective unit price hereafter set forth.

It is understood and agreed that the "Estimated Quantities" are approximate only, and that they shall be used in determining the total amounts of bids for the purpose of ascertaining the lowest bidder, and may be increased, diminished or deleted at the option of the County during the term of contract. If awarded the contract, the undersigned shall not be entitled to any claim for loss of profits or other damages, should the actual quantities of any or all items specified provide to be greater, or less, than is herein given in the column of Estimated Quantities.

The undersigned agrees that, if this proposal shall be accepted, the undersigned will, within ten (10) days after notification of such acceptance, enter into the contract for the performance of the work proposed and, as a guarantee of the faithful performance thereof, to furnish at the time of executing the contract, a bond in the amount equal to 100% of the total bid price, and with sureties subject to the approval of the County Executive. Upon failure to execute the Contract and Bond as aforesaid, it is agreed that the undersigned shall forfeit the certified check or bond accompanying the proposal to the County of Summit as liquidated damages caused by such failure.

The bidder hereby agrees that the County of Summit has the right to reject any and all bids, and the bidder will not dispute the correctness of the quantities used to determine the lowest and best bid.

It is understood that the County may reject any and all unreasonable prices.

Accompanying this bid is a bond or a certified check in the amount of \_\_\_\_\_ dollars (\$ \_\_\_\_\_ ) payable to the County of Summit, Ohio, which, it is agreed, shall be retained as liquidated damages in conformity with the form of Contract and furnish a Performance Bond, as specified, within ten (10) days after notification on contract to the undersigned.

Firm Name \_\_\_\_\_

By \_\_\_\_\_

Mailing address of all parties signing above.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

-( \_\_\_\_\_ ) \_\_\_\_\_ ( \_\_\_\_\_ ) \_\_\_\_\_  
Phone Fax