

## **NOTICE TO BIDDERS**

Sealed bids for **CONTRACT MOWING SERVICES** will be received by the City of Westerville, Ohio at the office of the City Manager, 2<sup>nd</sup> Floor, 21 S. State Street, Westerville, Ohio, 43081, until **3:00 p.m. (local time) on Wednesday, October 19, 2016** and will be publicly opened and read immediately thereafter.

Contract Documents dated September 21, 2016, and any addenda thereto, may be obtained at no cost online at [www.westerville.org/bids](http://www.westerville.org/bids).

**A non-mandatory pre-bid Conference will be held on Tuesday, October 4, 2016 at 9:00 a.m. (local time) for all Bidders. The conference will be held at the Westerville Parks Maintenance Division, 469 Westdale Ave., Westerville, Ohio, 43082.**

All bids must be accompanied by a Bid Guaranty. The recommended form of Bid Guaranty is a Bid Guaranty and Contract Bond in the full amount of the bid, including all add alternates, as prescribed by Section 153.571 of the Ohio Revised Code. Other acceptable forms of Bid Guaranty include a bid bond, certified check, cashier's check, or letter of credit equal to ten percent (10%) of the bid plus all add alternates. Bid security issued in bond form, shall be issued by a Surety Company or Corporation licensed in the State of Ohio to provide said surety. In case a certified check is given, it shall be drawn payable to the order of the City of Westerville, Ohio.

If the Bid is accepted, a Contract must be executed and a satisfactory Performance/Payment Bond furnished within ten (10) days after notice of award. Sureties on all bonds must be satisfactory to the City.

The City reserves the right to waive any or all informalities, to accept deviations to the minimum specifications, and to disregard all non-conforming responsive conditional bids when in its best interest.

No Bidder may withdraw their Bid for a period of 60 days after the actual date of the opening thereof. The City reserves the right not to award a contract and to reject any or all Bids and to waive any informalities and irregularities. Subject to the right of the City not to award a contract and to reject any or all Bids, the City will award a Contract to the Bidder submitting the lowest and best Bid, taking into consideration accepted alternates.

Advertise: September 21, 2016