

[NOTICE TO BIDDERS](#)

On behalf of the Community Crisis Center, sealed bids will be received in the Office of the Ottawa County Clerk, Robyn Mitchell, at 102 East Central Avenue, Suite 103 in Miami, Oklahoma 74354 until 9:05 AM on October 17th, 2022. Bids will then be opened and publicly read aloud by the Ottawa County Board of Commissioners on the following:

Community Crisis Center

Must meet or exceed specifications but not limited to the following:

- Addition of ADA Office and Bathroom. Project will include demo and reconstruction of porch area for ADA office space and bathroom. Scope of work: Framing, siding, exterior door, interior doors, electrical, heat and air, connecting new sewer line, new water lines, bathroom fixtures, insulation, sheetrock, trim, painting and flooring. Install ADA compliant concrete ramp to access building.
- Replace windows for entire office complex. Scope of work: 10 single windows and 5 twin windows. Removal of existing windows, replacing with new vinyl single hung double pane insulated glass windows. Includes interior and exterior trim work as needed.
- Remodel of upstairs bathroom. Scope of work: repairing bathroom floor and installing new LVT flooring. Repair to walls as needed. Painting. Install new vanity, new toilet, faucet fixtures and light fixtures.
- Remodel of Stairway. Scope of work: Remove metal hand railing and replace with new. Frame and drywall upper level, half wall and lower level. Replace trim as needed. Paint new walls.
- Title 61 O.S. 107 Contractors must submit a bid bond equal to 5% of the bid submitted, or a certified check which shall be deposited with the awarding public agency.
- Title 61 O.S. 113 B (3) Contract must submit a warranty bond in a sum equal to the contract price
- Title 61 O.S. 113 B (4) Contractor must provide evidence of public liability and workers' compensation
- Title 61 O.S. 113 C Contractor may provide a single bond that covers payment, performance and warranty. Contract will not be excused until all bonds and insurance are provided

A Mandatory Pre-Bid Conference and Project Site Visit is scheduled for October 3rd, 2022 @ 1:30pm. The meeting shall begin at the Community Crisis Center at 17 N. Main Street Miami, OK. All prospective bidders are required to attend the Pre-Bid Conference and Project Site Visit in order to be considered a Responsive Bidder. As verification of attendance, the prospective bidder representative must complete the Pre-Bid Conference/ Project Site Visit sign on sheet.

Bids submitted must be clearly marked on the outside of a sealed envelope:

[Community Crisis Center](#)

OPEN: October 17, 2022 @ 9:05 AM

and must be accompanied by a completed and notarized "Statement of Non-Collusion" as required by O.S. 74, Section 85.22.

The successful bidder must comply with O.S. 19, Chapter 33 (Purchasing Procedures). Bids received late will be returned unopened.

The Board of County Commissioners and the Community Crisis Center reserves the right to reject any or all bids and/or make an award to other than the low bidder, if such an award is deemed to be in the best interest of the County.

Robyn Mitchell
Ottawa County Clerk

OTTAWA COUNTY CLERK
102 EAST CENTRAL AVENUE, SUITE 103
MIAMI, OKLAHOMA 74354
(918) 542-3332
FAX (918) 542-8260
countyclerk@ottawa.okcounties.org

INVITATION TO BID

BID: Community Crisis Center
ISSUED: September 19th, 2022
OPEN: October 17th, 2022 @ 9:05 AM

Business Name: _____

Contact Name: _____

Address: _____

Phone number: _____

DESCRIPTION

Cost for Material \$ _____

Cost for Labor \$ _____

Cost for Subcontractors \$ _____

Cost for Subcontractors \$ _____

Total Cost for Project \$ _____

CONDITIONS OF BID

On behalf of the Community Crisis Center, sealed bids will be opened in the Office of the County Commissioners located in the Ottawa County Courthouse at 102 East Central Avenue, Suite 104 in Miami, Oklahoma, at the time and date shown on the Invitation to Bid.

Late bids will not be considered. Bids must be received in sealed envelopes (one to an envelope) with Bid Number, Date and Time written on the outside of the envelope.

Unit prices will be guaranteed correct by the bidder.

Firm prices will be FOB Community Crisis Center.

This bid is submitted as legal offer and any bid, when accepted by the Community Crisis Center, constitutes a firm contract.

Oklahoma laws require each vendor submitting a bid to a County Entity for goods or services to furnish a notarized sworn Statement of Non-Collusion (form supplied below).

NOTE: Other terms and conditions may be added at the discretion of county officers.

STATEMENT OF NON-COLLUSION

AFFIDAVIT: I, the undersigned, of lawful age, being first duly sworn on oath say that he (she) is the agent authorized by the bidder to submit the above bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employee as to quantity, quality or price in the prospective contract or any other terms of said prospective contract; or in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma (or other entity) any money or other thing of value, either directly or indirectly, in the procuring of the award of a contract pursuant to this bid.

Subscribed and sworn to this _____ day of _____, 20____.

(Seal)

Firm: _____

Signed: _____

Address: _____

Notary Public

City: _____ State: _____

My commission expires _____

Zip: _____

I CERTIFY COPIES OF **BID COMMUNITY CRISIS CENTER** WERE MAILED TO THE FOLLOWING VENDORS ON September 19, 2022.

Wyrick Construction 113 A St SE Miami, OK 74354

Simon Shyers Construction 911 22nd Ave SW Miami, OK 74354

Jim Durbin Construction 15065 Hwy CC Neosho, MO 64850.

Prestige Construction 11300 South HWY 69 Miami, OK 74354

Ford Construction Build Renovations PO Box 11 Miami, OK 74354

Natasha Brunner
Ottawa County Clerk
1st Deputy/ Purchasing Agent