

## INVITATION TO BID

SEALED BIDS will be received by the Comanche County Purchasing Agent, on behalf of the Board of County Commissioners, Comanche County, Oklahoma (herein called the "OWNER"), for the **CONSTRUCTION OF ADDITIONAL OFFICE SPACE AT COMANCHE COUNTY DISTRICT #3** until 5:00 p.m. on July 19, 2012. Sealed Bids shall be delivered or mailed to the Purchasing Department located in the Comanche County Clerks Office, Comanche County Courthouse, 315 SW 5<sup>th</sup> St., Rm. 304, Lawton, OK 73501-4347. Bids received prior to 9:00 a.m., CST July 17<sup>th</sup>, 2012 and Bids received after 5:00 p.m., CST, July 19, 2012 shall not be considered and shall be returned unopened to the bidder. The envelope containing the bid must be clearly marked BID#53 with a description of the project and opening date.

SEALED BIDS will be opened at 9:00 am on July 23, 2012 in Room 302 of the Comanche County Courthouse. Bids will be tabulated on a Bid Sheet and such sheet will be available for public inspection no earlier than 12:00 p.m., Wednesday, July 25<sup>th</sup>, 2012.

A **mandatory Pre-Bid Meeting** will be held at the Comanche County District #3 Barn located at 907 W. "H" Ave. (old Hwy 62), Cache, OK 73527 at 2:00 p.m. on July 2, 2012. Attendance is required in order to be qualified to submit a bid.

The Invitation to Bid, Instruction to Bidders, Bid Form, and other related Bid Documents may be examined at the Comanche County Clerks Office located at 315 SW 5<sup>th</sup> St., Rm 304, Lawton, OK 73501. The Invitation to Bid was also sent to BID NEWS in Oklahoma City, SOUTHWEST CONSTRUCTION NEWS in Oklahoma City, and MCGRAW-HILL CONSTRUCTION DODGE in Oklahoma City. Bid Book and Plans may be picked up at the Purchasing Dept. located in the Comanche County Clerk's Office, 315 SW 5<sup>th</sup> St., Room 304, Lawton, OK 73501-4347.

A cashier's check, a certified check or a surety bond in the amount of five percent (5%) of the Bid shall accompany the sealed bid for each bidder. In addition to the 5% Bid Bond, a signed Affidavit for Filing With Competitive Bid (Non-Collusion Affidavit) and a Business Relationship Affidavit is required when submitting bids. A 100% Performance Bond, 100% Statutory Bond, 100% one year Warranty Bond and Proof of Public Liability and Workers Comp Insurance will be required of the successful Bidder. Bonding companies must appear on Treasury Circular 570 and be authorized to transact business in the State of Oklahoma for an amount in excess of the bid.

The contract will be awarded to the lowest responsible bidder within 30 days from date of bid opening. Provided, the County may extend the date for awarding the contract for 15 days according to state law (90 days if funds utilized for the project are furnished by an agency of the United States Government).

The successful bidder and the County must execute a contract embodying the terms of the bid documents, within 60 days from the date the contract was awarded.

No bidder shall obtain a property right in a contract until the contract has been fully executed by both parties.

All matters concerning the contract and project are subject to the provisions of state law.

The Board of Comanche County Commissioners reserves the right to accept or reject any or all bids and waive any informalities. The Board of Comanche County Commissioners also reserves the right to make awards by items, groups of items, or all or none, whichever is in the best interest of the county.

Dated: June 21, 2012

Earlene Shriver, County Clerk  
Lynn Bentley, Purchasing Agent