



David A. Uhl, Ph.D.
Superintendent

FAIRFIELD COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

795 College Avenue
Lancaster, Ohio 43130

740-652-7220
fax 740-687-7250

Proposals will be received by the Fairfield County Board of Developmental Disabilities, 795 College Avenue, Lancaster, OH 43130 until 9:00 a.m. on October 15th, 2025, from contractors for:

Fores Rose School Hot Water System Replacement

Proposals must be submitted in a sealed envelope marked:

BIDS FOR:

Forest Rose Hot Water System Replacement

NOTICE TO BIDDERS

The Fairfield County Board of Developmental Disabilities are requesting sealed bids for the replacement of existing hot water system located at:

Forest Rose School
739 College Avenue
Lancaster, Ohio 43130

The Owner's estimate of cost is \$95,000.00

Executive Summary

This document is a request for bids to perform the Hot Water System Replacement Work [under Sections 153.12–153.14, 153.54–153.57, and all other applicable statutes of the Ohio Revised Code]. The work must be performed in accordance with the plans and specifications included in this ITB. The contract will be awarded to the [lowest responsive and responsible bid, as determined in accordance with Ohio law].

Estimated Key Dates

The following are the estimated key dates associated with the ITB process. Bids received after 9:00 a.m. EDT on the Bid Due Date (as defined below) will not be considered.

ITB NOTIFICATION: Thursday, September 25, 2025

INQUIRY PERIOD BEGINS: Tuesday, September 30, 2025, 8:00 a.m. EDT

PRE-BID SITE VISIT: Tuesday, September 30, 2025, 9:00 a.m. EDT

INQUIRY PERIOD ENDS: Wednesday, October 8, 2025, 3:00 p.m., EDT

BID DUE DATE: Wednesday, October 15, 2025 9:00 a.m., EDT

OFFER OPENING DATE: Wednesday, October 15, 2025, 9:15 a.m., EDT

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There are references in this ITB to the Bid Due Date, which shall mean the date, and time that the Offeror's response is due at the Fairfield County Board of Developmental Disabilities in Lancaster, Ohio. Bids received after 9:00 A.M. on the Due Date will not be evaluated. All bids will be publicly opened and read aloud immediately following the deadline at the location specified.

The Fairfield County Board of Developmental Disabilities reserve the right to reject any or all bids in response to this ITB, and to waive any irregularities, nonconformities, or noncompliance with the terms of this ITB.

Additional Estimated Dates

CONTRACT AWARD NOTIFICATION (Pending Board Approval): Wednesday, October 22, 2025

PURCHASE ORDER ISSUED: Thursday, October 23, 2025

CONTRACT START DATE: Monday, November 3, 2025

CONTRACT COMPLETION DATE: February 19, 2026

INSTRUCTIONS TO THE CONTRACTOR

1. The Fairfield County Board of Developmental Disabilities (FCBDD) reserves the right to reject any or all proposals, waive any informality in same, or to accept any proposal or combination of proposals deemed most advantageous to the Board's interest.
2. Purchase order for work under this proposal will obligate the contractor to comply with federal, state, and local laws, statutes, and ordinances including licensing of Contractors, wage rates, and non-discriminating hiring practices. This is a prevailing wage project.
3. The solicitation for proposals may be cancelled by the FCBDD, and any proposal may be rejected as a whole or in part for good cause when it is in the best interests of FCBDD. FCBDD reserves the right to accept or reject any or all proposals and to waive any irregularities in the proposal procedure.
4. The following items shall be used without variation by all contractors and submitted with the proposal.
 - a. Price Proposal form
 - b. Personal property tax disclosure affidavit
5. All questions about the meaning or intent of the proposal documents are to be submitted to Fairfield County Board of Developmental Disabilities, attention Todd McCullough, in writing. Interpretations or clarifications considered necessary by FCBDD in response to such questions will be issued in writing by mail or delivered to all parties. Questions received less than five days prior to the date for proposal may not be answered. Only questions answered in writing will be binding. Oral and other interpretations or clarifications will be without legal effect. Addenda may be issued to clarify, correct, or change the bidding documents as deemed advisable by FCBDD.
6. The failure or omission of any contractor to receive or examine any forms, instruments, or document, or visit the site and acquaint himself with the conditions there existing shall in no way relieve any contractor from any obligation with respect to his proposal.
7. Contracts for work under this proposal will obligate the contractors and subcontractors not to discriminate in employment practices.

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8. Contractors must, if requested, submit a compliance report concerning their employment practices and policies in order to maintain their eligibility to receive the award of the contract.

PROJECT DESCRIPTION

1. The existing hot water boiler system and tank is needing replaced with a new energy efficient dual commercial hot water tank system. The scope of this work shall include but is not limited to the following:
 - Lock out/tag out/test
 - Disconnect existing power wiring, gas piping, and flue piping
 - Isolate and drain system as appropriate
 - Disconnect existing hot water supply and return piping
 - Remove and properly dispose of (1) existing atmospheric hot water boiler and associated domestic hot water storage tank
 - Pour (1) new equipment housekeeping pad for new hot water heaters
2. Furnish and install the following or comparable items: New Lochinvar SWA 150N Shield commercial hot water heaters with:
 - 150,000 BTU/hr input
 - 90 gallon glass lined tank
 - 96% efficiency
 - 5:1 turndown ratio
 - Furnish and install new Centrotherm (or comparable) flue piping
 - Furnish and install new intake piping
 - Modify and reconnect existing gas piping
 - Modify and reconnect existing power wiring
 - Start up, test, and adjust to ensure proper operation
 - All work to be performed during normal business hours
 - All HVAC/plumbing permitting included in pricing
3. The Contractor shall obtain and bear the cost of all permits, approvals, and inspections and must hold all required licenses in accordance with ORC 4740 (if applicable to HVAC/plumbing)] required to complete the work as specified.
4. The contractor shall submittal one copy of the product data for all materials used for this project for approval prior to the start of the project.
5. The price for the completion of the entire project shall be compensated on a lump sum basis. The price shall include all materials, labor, etc. An alternate price for additional project length.
6. The work area will be left in a manner such that it is restored to a condition as it was prior to the project. All trash, construction debris, and excess materials shall be removed from the construction site prior to the project being accepted by the Director of Operations.
7. Work for this proposal shall be started on or after November 3rd 2025 and shall be completed prior to February 19th, 2026. The project shall be completed within four weeks from the actual start date.



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Payment

Full payment shall be made upon satisfactory completion of the work, subject to retainage in accordance with ORC 153.13 (8% until 50% completion, then reduced).

Pre-Qualification and Bonding

Bid Security: 10% bid bond or certified check required

Performance & Payment Bond: 100% of contract amount.

Contractor must submit: W-9, Workers' Compensation Certificate, insurance certificates, and other required documents.

Insurance Requirements

Commercial General Liability: \$1,000,000 per occurrence / \$1,000,000 aggregate

Contract Termination

FCBODD reserves the right to terminate the contract with written notice.

Prevailing Wage

State Prevailing Wage requirements apply to this project.



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PRICE PROPOSAL FORM

Having examined the documents entitled: **Hot Water System Replacement** prepared by Fairfield County Board of Developmental Disabilities for the said project, and having inspected the site of, and the conditions affecting and governing the construction of said project, the undersigned hereby proposes to furnish all material and perform all labor specified and described in the said specifications and as shown in the said drawings for the said work for the consideration of the following sum:

In words

\$
In numbers

The undersigned proposes and agrees, if this proposal is accepted, to accept Fairfield County Board of Developmental Disabilities purchase order as an agreement to perform all work as specified or indicated in the proposal documents for the prices and for the times indicated in this proposal and in accordance with the other terms and conditions of the proposal documents. The purchase order will also serve as Notice of Award and Notice to Proceed.

Contractor accepts all of the terms and conditions of the Instructions to Contractors. The proposal will remain subject to acceptance for 60 days after the proposal opening, or for such longer period of time that contractor may agree to in writing upon request of Fairfield County Board of Developmental Disabilities.

In submitting this proposal, the Contractor represents, as set forth in the agreement, that: The Contractor has visited the site and become familiar with and is satisfied as to the general, local site conditions that may affect cost, progress, and performance of the work.

The Contractor is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress and performance of the Work.

The Contractor has obtained and carefully studied (or assumes responsibility for having done so) all additional or supplementary examinations, investigations, explorations, tests, studies and data concerning conditions (surface, subsurface and Underground Facilities) at or contiguous to the site which may affect cost, progress, or performance of the work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by contractor, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the proposal documents to be employed by contractor, and safety precautions and programs incident thereto.



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The Contractor does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this proposal for performance of the work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Proposal Documents.

The Contractor is aware of the general nature of work to be performed by Fairfield County Board of Developmental Disabilities and others at the site that relates to the work as indicated in the proposal documents.

The Contractor has correlated the information known to contractor, information and observations obtained from visits to the site, reports and drawings identified in the bidding documents, and all additional examinations, investigations, explorations, tests, studies, and data with the proposal documents.

The Contractor has given Fairfield County Board of Developmental Disabilities written notice of all conflicts, errors, ambiguities, or discrepancies that the contractor has discovered in the proposal documents, and the written resolution thereof by Fairfield County Board of Developmental Disabilities is acceptable to the Contractor.

The proposal documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the work for which this proposal is submitted.

The Contractor further represents that this proposal is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; the Contractor has not directly or indirectly induced or solicited any other contractor to submit a false or sham bid; contractor has not solicited or induced any individual or entity to refrain from providing a proposal; and the contractor has not sought by collusion to obtain for itself any advantage over any other contractor or over Fairfield County Board of Developmental Disabilities.

In submitting this proposal, it is understood that the right is reserved by Fairfield County Board of Developmental Disabilities to reject any and all bids, or part of any bid, and it is agreed that the proposal may not be withdrawn for a period of thirty (30) days subsequent to the opening of bids without consent of Fairfield County Board of Developmental Disabilities.



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BIDDER SIGNATURE AND INFORMATION (joint ventures must complete one column for each member)

Complete below for joint ventures:

Bidder's Name

Bidder's Name

Signature of Bidder's Authorized Representative

Signature of Bidder's Authorized Representative

*State of Bidder's Organization
(e.g., state where incorporated)*

*State of Bidder's Organization
(e.g., state where incorporated)*

Bidder's Tax Identification Number

Bidder's Tax Identification Number

*Name and Title of Bidder's Chief Executive
Officer*

*Name and Title of Bidder's Chief Executive
Officer*



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PERSONAL PROPERTY TAX DISCLOSURE AFFIDAVIT

State of _____
County of _____, ss:

The undersigned authorized representative of the Contractor, **t**, hereby affirms under oath, pursuant to Ohio Revised Code Section 5719.042, that at the time the Contractor's bid was submitted, the Contractor **(was) (was not)** charged with delinquent personal property taxes on the general tax list of personal property for Fairfield County, Ohio.

If such charge for delinquent personal property tax exists on the general tax list of personal property for Fairfield County, Ohio, the amount of such due and unpaid delinquent taxes, including due and unpaid penalties and interest must be set forth below.

Delinquent personal property tax	\$
Penalties	\$
Interest	\$

A copy of this statement is incorporated into the Contract made between the [Fairfield County Board of Developmental Disabilities], and the Contractor, and no payment will be made with respect to any contract unless such statement has been so incorporated a part thereof.

CONTRACTOR

Contractor's Name

Authorized Representative's Signature

*Authorized Representative's Printed Name,
Title*

NOTARY

Sworn to and subscribed in my presence this _____ day of _____, _____.

Notary Public

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