

**REQUEST FOR PROPOSALS
JOHN MCINTIRE LIBRARY ELEVATOR MODERNIZATION PROJECT**

The Muskingum County Library System, pursuant to a Resolution adopted on October 15, 2026, requests sealed bids for the John McIntire Library Elevator Modernization Project located at 220 North Fifth Street, Zanesville, Ohio 43701.

Prospective bidders are strongly encouraged to arrange for an inspection of the existing elevator by contacting Bernard LeRoy by telephone at (740) 453-0391 Extension 138 or by email at Bernard@muskingumlibrary.org.

Specifications for the project may be obtained online at: www.muskingumlibrary.org

Sealed bids will be accepted by the Muskingum County Library System, 220 North Fifth Street, Zanesville, Ohio 43701 on or before November 11, 2026, at 10:00 a.m. Sealed bids will be opened at that time in the John McIntire Library Boardroom. The contract will be awarded on November 19, 2026, during the regular session of the Board of Trustees of the Muskingum County Library System.

This notice shall be published in the Zanesville Times-Recorder and on the Muskingum County Library System Website.

The Board of Trustees of the Muskingum County Library System reserves the right to reject any and all bids.

By order of the Board of Trustees of the Muskingum County Library System: October 15, 2026.

Robbie Kehl
Fiscal Officer
Muskingum County Library System

TR Publish date: October 25, 2026

BID DOCUMENT

MUSKINGUM COUNTY LIBRARY SYSTEM
220 NORTH FIFTH STREET, ZANESVILLE, OHIO 43701

OCTOBER 15, 2026

John McIntire Library Elevator Modernization Project

Estimated Cost: \$ _____

Completion Date: _____, 202_____

Name of Bidder: _____

By: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Federal Tax ID: _____

Date: _____

INSTRUCTIONS TO BIDDERS

1. Bidders are advised to examine, before submitting their bids, the location where the proposed work is to be done, as well as the plans, profiles, specifications, and contract documents. It is hereby understood that the bidder has read and fully understands each and every clause embodied in this contract.
2. All invoices will be billed and sent to.

Robbie Kehl, Fiscal Officer
Muskingum County Library System
220 North Fifth Street
Zanesville, OH 43701
3. Each proposal must contain the full name of the party making the bid and all persons interested therein.
4. The award will be made to the lowest and best bidder. Awards will be made on the basis of unit prices bid and the Muskingum County Library System reserves the right to add to or delete from the estimated bid quantities.
5. Each proposal must be accompanied by a bid guarantee conforming to the requirements of ORC 153.54.
6. The successful bidder will be required to furnish a performance bond in the amount of One Hundred Percent (100%) of the bid.
7. All proposal blanks shall be filled in completely. Failure to do so could result in rejection of bid.
8. **The Muskingum County Library System reserves the right to reject any and all bids and to waive irregularities.**
9. The attention of bidder is directed to the special statutory provisions (ORC 4115.03 et seq.) governing the prevailing rates of wages to be paid to operators, laborers and mechanics employed and on discriminations, etc. in employment under public contracts (ORC 153.38, 153.60).

Prepared by:
Prosecuting Attorney
Muskingum County, Ohio
10/2026 Version