

LEGAL NOTICE

DORMITORY REMODEL PROJECT RUSSELL TOWNSHIP, GEAUGA COUNTY, OHIO

Sealed bids will be received by the Russell Township Trustees at the Russell Township Administration Office, 8501 Kinsman Road, Novelty, Ohio 44072, during business hours (8:00am – 4:00pm) until **11:00 am on 11/10/2025**, for furnishing all labor, materials, and equipment necessary for the following project:

DORMITORY REMODEL PROJECT

Russell Township Fire Department
14810 Chillicothe Road
Novelty, Ohio 44072

Envelopes containing the bid and other required documents shall be sealed and clearly marked “**BID—Russell Township Fire Station Dormitory Remodel Project, Attention: Karen Walder, Fiscal Officer, 8501 Kinsman Road, Novelty, Ohio 44072.**”

Bids will be publicly opened and read at 11:10am on 11/10/2025 at the above address.

The work under this contract includes the renovation and remodeling of the existing fire department dormitory facility and locker room, including but not limited to interior demolition, structural modifications, mechanical, electrical, and plumbing upgrades, interior finishes, and related improvements.

Plans, specifications, and bid documents may be obtained at the Russell Township Offices, 8501 Kinsman Road, Novelty, Ohio 44072, from 08:00am – 4:00pm, or on-line at <https://russelltownship.us/departments/fire/public-project-notice>.

A pre-bid meeting will be held at **10:00am on 10/27/2025** at the Russell Township Fire Department, 14810 Chillicothe Road, Novelty, Ohio 44072. It is highly recommended that each bidder performs a pre-bid inspection to examine the project site and all surrounding conditions, and to become familiar with the site conditions. The pre-bid inspection will be conducted immediately following the pre-bid meeting.

Each bid must be accompanied by a bid bond or guaranty in the amount of 100% of the total amount bid, or a certified check, cashier’s check, or letter of credit in an amount not less than 10% of the total amount bid, as required by R.C. 153.54. The bid bond or guaranty must be submitted as a guarantee that if the bid is accepted, a contract will be entered into and its performance properly secured.

The bid bond or guaranty shall be issued by an approved surety company authorized to transact business in the State of Ohio and said company shall have local representation. The bond or guaranty shall meet the satisfaction of the County Prosecutor.

Bids may be held by the Russell Township Board of Trustees for a period not to exceed sixty (60) days from the date of opening, for the purpose of reviewing the bids and investigating the qualifications of Bidders, prior to awarding the contract. The Russell Township Board of Trustees reserves the right to accept or reject any or all bids, to waive any informalities or irregularities in the bids received, and to accept any bid or bids which are deemed most favorable to the Board at the time and under conditions stipulated, all in accord with the applicable provisions of laws of the State of Ohio governing the conduct of the Russell Township Board of Trustees.

This legal notice is posted at the following website: <https://russelltownship.us/issues-topics/legal-notices>

By Order of the
Russell Township Board of Trustees

Karen Walder, Fiscal Officer