



NOTICE OF FORMAL SOLICITATION

Pursuant to Arizona Revised Statutes Section 34-201, notice is hereby given that the City of Cottonwood ("City") will accept bids with the intention of entering into a contract for the partial demolition and renovation of the former Cottonwood Municipal Court building located at 824 North Main Street, Cottonwood Arizona, into municipal office space (the "Project").

Bids shall be enclosed in a sealed envelope clearly identified as **Demolition and Renovation of City Facility at 824 North Main Street**. The name and address of the entity submitting the bid shall also be clearly marked on the sealed envelope. It is the sole responsibility of the entity submitting the bid to see that his/her bid is received at the proper time. The bid shall be submitted to the **City of Cottonwood, Purchasing Division, 816 N Main Street, Cottonwood, AZ 86326 by 4:00 PM on Thursday July 21, 2011**, at which time all bids shall be opened and the name of each bidder and the amount of its bid shall be publicly read. Late bids will not be considered and will be returned unopened.

Contractors desiring to submit proposals may obtain compact discs with PDFs of the of plans and specifications, and other information pertaining to the Project from the **City of Cottonwood, Purchasing Division, 816 N Main Street, Cottonwood, AZ 86326, 928-340-2714**. There is no charge for the compact discs. A complete set of the plans and specifications is also available for on-site review at the Purchasing Division Office address listed above.

A pre-bid meeting will be held on Thursday, July 7, 2011, at 1:00 p.m. at the project site located at 824 North Main Street, Cottonwood, Arizona, 86326. Although this meeting is not mandatory, it is highly recommended that all interested firms attend.

Every proposal shall be accompanied by a certified check, cashier's check or surety bond for ten percent (10%) of the amount of the bid as a guarantee that if selected, the bidder will enter into a contract to construct the Project in accordance with the plans and specifications. Any surety bond submitted in compliance with this requirement shall be executed by a surety company or companies holding a certificate of authority to transact surety business in this state issued by the director of the Department of Insurance pursuant to Arizona Revised Statutes Title 20, Chapter 2, Article 1; shall follow the form prescribed in Arizona Revised Statutes Section 34-201; and all liabilities on the bond shall be determined in accordance with that section as if it were copied at length therein.

The City of Cottonwood will select a vendor based on the lowest responsible and responsive bid. In accordance with Arizona Revised Statutes Section 34-201(A) (4), the City reserves the right to reject any or all bids or to withhold the award for any reason the City determines.



Marianne Jiménez
City Clerk

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PUBLISHERS AFFIDAVIT REQUIRED