RE 73-08 Rev. 02/2007

**ODOT SUCCESSFUL BIDDER GUIDE**

1. On Click or tap to enter a date. at 4:00 P.M at the Ohio Department of Transportation Paulding County Garage , all bids will be publicly opened, tabulated and the successful bidder will be announced.
2. A “**Letter of Award”** will be sent to each bidder.
3. The “Successful Bidder” must furnish, within ten (10) days after receipt of the “**Letter of Award”**, a “**Performance Guarantee**” in the form of a certified check, official bank check or money order for sum required in the “**Notice to Bidders.**” At this time a W-9 will need to be filled out in blue ink.

***Note: A separate “Performance Guarantee” is required for each item that was successfully bid upon***

1. The Ohio Department of Transportation, District One Office of Real Estate will send out an “**Availability Letter”**, by certified mail, to each successful bidder informing them that the structure is released to them for removal. After possession is granted, any loss or damage to any structure by fire, windstorm, or other casualty shall be the responsibility and risk of the successful bidder. The bidder to whom the item is awarded will be responsible for, and ODOT held harmless from all public liability, personal injury, death, or damages that may occur upon, in, or to any structure or structures on or after receipt of the “**Availability Letter**” as hereinbefore provided.
2. The successful bidder must remove the structure by Click or tap to enter a date. in a manner that satisfies all terms, conditions and specifications as noted in the “**Notice to Bidders**.”
3. The District One Real Estate Administrator and/or designee will make an inspection or inspections for compliance of all terms, conditions and specifications as noted in the “**Notice to Bidders**”.
4. After the removal of the structure, all, part, or none of the **“Performance Guarantee”**

shall be returned to the successful bidder, as specified in the “**Notice to Bidders**.” Additional Typing Space, erase if needed.

1. Direct any questions to Scott Recker (419) 999-6877.