



## Housing & Energy Services

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**Judith Barris**

*Executive Director*

**David Speelman**

*Board Chairperson*

**Marlo Millard**

*Director of Housing and Energy*

### INVITATION TO BID

The Ashtabula County Community Action Agency (ACCAA) is accepting bids for the following: (Quantity 2) All-Fiber insulation machines, for the Weatherization Program which serves Ashtabula, Lake, and Geauga Counties. This will be a sealed bid process and at the time of opening you/or a representative may be present to review the bids. These quotes shall be made on NEW insulation machines. Bids must set forth full, accurate, and complete information as required by this invitation for bids. The penalty for making false statements in bids is prescribed in 18 U.S.C. 1001.

All bids shall be mailed to:

Ashtabula County Community Action Agency  
PO Box 2610  
Ashtabula, OH 44005-2610

Or hand delivered to:

Ashtabula County Community Action Agency  
6920 Austinburg Road  
Ashtabula, OH 44004

Please submit in a sealed envelope that is clearly marked with **Bids for Insulation Machines**. All bids must be received in our office no later than **August 17<sup>th</sup>, 2021 at 9:00 am EST**. The Bid Opening will occur at that time, or as soon as we receive a bid from all contacted vendors (whichever comes first), at the office location listed above. If the Bid Opening is scheduled prior to the date and time listed, you will be notified of the newly scheduled Bid Opening.

Once ACCAA receives the competitive bids they will be reviewed on the basis of price, quality, utility, and availability. ACCAA also reserves the right to accept or reject any or all parts of any and all bids. Once the winning bid is confirmed, ACCAA will then request approval from its grantor to purchase the Insulation Machines. Contingent on ACCAA receiving approval from its grantor, the vender with the winning bid will be notified and the transaction completed.

Please remember that ACCAA is a tax-exempt, 501 c 3, non-profit organization and you/your vender shall include any discounts for a non-profit agency. For any questions regarding our non-profit status please contact Renee Sherman, Monday through Friday between the hours of 8:00 am and 4:30 pm at (440) 997-5957.

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6920 Austinburg Road, PO Box 2610, Ashtabula, OH 44005-2610

P:(440) 997-5957

[www.accaa.org](http://www.accaa.org)

F:(440) 992-3319

This Agency is an equal provider of services and an equal employment opportunity employer. Civil rights Act 1964 (CRA)

## **BID SPECIFICATIONS**

ACCAA is requesting bids for the below listed All-Fiber Insulation Machines:

Required Specifications is for (2) Insulation Machines and accessories

- CM 2400 All-Fiber Insulation Machine with 2 Large blowers, Dual Input 110V, 150 FT Remote Cord, 12"x12" Airlock 11 CU/FT Hopper, 48"x22"x48"H
- Hopper Extension
- 2 - 3"x50ft Clear Hose
- 3" Steel Connector Tube
- 2 ½" X 50ft Clear Hose
- Reducer Tube 2" to 3"
- 2"x10ft Clear Hose
- Reducer tube 2" to 2 ½"
- 2" to 1 ¼" Sidewall Nozzle, 2" Hose only
- Winter Tube 1 ¼" ID x 1 ½"OD x 10ft
- Summer Braided Tube 1 ¼" ID x 1 ½" OD x 10ft
- 9 - Metal Worm 4" Clamp
- 2 - 50ft – 10/3 S.O. Wire 600VO Power Cord
- Include all Shipping and Freight Fees

## **BID FORMAT**

Business/Seller Information- Please submit the following:

- Legal Name and Address of Business/Seller
- Business or Contact Phone Number
- Tax ID#
- Email Address of Designated Contact



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Bids may be deemed "Non-Responsive" for failure to complete required information, or for offering products of lesser quality than specified. Any bid not received by **Aug 17th' at 9:00 am EST** will be deemed "Non-Responsive" and thereby disqualified.

ACCAA reserves the right to reject any and all bids for sound business reasons.

If you have any questions or need additional information concerning the specifications on the listed items, you may contact James Flack, Monday through Thursday between the hours of 8:00 am to 3:30 pm at 440-997-5957 ext. 556.

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