

**Request for Bid
for Two Monument Signs
Brigham City Corporation**

DESCRIPTION OF WORK: Remove one existing sign and construct two signs, one at City Hall Building located at 20 North Main, and one at the Academy Building at 58 North Main, Brigham City Utah.

RECEIPT OF BIDS: Sealed bids shall be placed in a sealed envelope clearly marked "City Hall and Academy Building Signs." Sealed bids will be received at the Office of the City Recorder at 20 North Main Street, Brigham City, Utah 84302 until 2:00 PM on March 8, 2018.

COMPLETION OF THE WORK: Work shall be completed on or before June 15, 2018.

OPENING OF BIDS: The bids will be opened publicly on Thursday, March 8, 2018 at 2:00 pm in the City Council Chambers at 20 North Main, Brigham City Utah.

BIDDER INSTRUCTIONS: Bidders must attend a Pre-Bid meeting to be held on Thursday, February 22, 2018 at 2:00 pm in the Council Chambers at 20 North Main, Brigham City. Bidder instructions will be discussed at this meeting.

WAITING PERIOD BEFORE AWARD: A waiting period of thirty (30) calendar days from the date of opening of bids to the award of contract may be required. Bidder shall assume full responsibility for and shall guarantee the bid price during this period and make certain the time period is stated in and does not restrict the proposal guarantee.

PROJECT ADMINISTRATION: All questions relative to this project prior to the opening of bids shall be directed to Kelly Andrew at (435) 695-3005 or by email at kandrew@brighamcity.utah.gov.

OWNER'S RIGHTS RESERVED: The owner reserves the right to reject any or all bids, to waive informality in a bid, and to make awards in the interest of the owner.

Dated this 7th day of February 2018.

By: Mary Kate Christensen, City Recorder