



BID 2026-003  
DATE: APRIL 15, 2026

INVITATION FOR SEALED BIDS  
FOR WEST CAMPUS RENOVATION OF  
THE FRONT LOBBY AREA - FLOORING  
For  
ERIE COUNTY COMMUNITY COLLEGE

At

ERIE COUNTY COMMUNITY COLLEGE  
2403 W 8<sup>th</sup> STREET  
ERIE, PENNSYLVANIA 16505

**SEALED BID DUE NO LATER THAN:  
WEDNESDAY MAY 6, 2025  
10:00 AM – ROOM #007  
2403 W 8<sup>th</sup> STREET  
ERIE, PENNSYLVANIA 16505**

**BID 2026-003**

Erie County Community College (EC3) is soliciting bids for the North Stair Renovation project at its West Campus. The work generally consists of selective demolition, carpentry, door and frame replacement, wall infill, and finish restoration within an active academic facility.

The intent of this project is to upgrade stair towers access points, and modernize interior finishes while maintaining code compliance and consistency with existing campus standards.

Contractors may submit any questions via email to Steve Spaulding, Spaulding Banks Project Management, @ SSpaulding@spauldingbanks.com

One open-site visit will be available. Site visits are encouraged but not mandatory. The site visit will be held on:

Wednesday, April 22th at 10:00 AM (Site visit will commence in main lobby on the 1st floor)

The deadline for questions is 5:00 PM May 1, 2026. Questions and answers (if any) will be posted on the Erie College website. No change to the RFP will be accepted based upon any verbal conversation.

All addendums if required will be posted to the Erie College Website Weekly. It is the responsibility of interested bidders to check the College Website for addendums.

One (1) Sealed Bid of complete proposals must be delivered to:

ATTN: RENOVATION OF THE FRONT LOBBY AREA - FLOORING  
Chris Ray  
Room #007  
Erie County Community College  
2403 W 8<sup>th</sup> Street  
Erie PA, 16505

**Proposal deadline: 10:00 AM Wednesday May 6, 2026.**

The award is anticipated to be made by May 31, 2026.

The College reserves the right to accept or reject, in whole or in part, any and all proposals submitted to award contract(s) in whole or in parts, and to waive informalities and technicalities if, in its judgment, the best interest of the College may so require.

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Frank Moore, CFO

Date

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## **I. General**

### **Clarification; Addenda**

Prospective proposals in doubt as to the meaning of any terms, conditions, or specifications, or finding any discrepancy in or omission from same shall contact Frank Moore @ [fmoore@ec3pa.org](mailto:fmoore@ec3pa.org) in writing at once. Such notice in no way obligates the Board of Trustees of Erie County Community College (hereinafter referred to as 'the College') to revise the proposal documents but should it be determined that amendment is necessary, each will be furnished same via email. The College assumes no responsibility for oral or telephonic explanation interpretations of proposal documents.

### **Cancellation**

The College may cancel this bid, in whole or in part, at any time before the scheduled bid opening.

### **Preparation of Proposals**

Proposals should be prepared simply and economically, providing a straightforward, concise description of the items or services offered. **The College will not be responsible for any proposal preparation or submission costs.**

### **Errors in Proposals**

Contractors are expected to fully acquaint themselves with all governing laws and ordinances, and inform themselves as to the instructions, terms and conditions, specifications, and other requirements before submitting proposals. Failure to do so will be at The Contractor's own risk; relief cannot be secured on plea of error.

### **Withdrawal**

Any bid may be withdrawn before the scheduled time of opening. After a bid has been opened, it may not be withdrawn during the period stated herein, for which prices and terms must remain valid. The request to withdraw a proposal must be made in writing addressed to Frank Moore @ [fmoore@ec3pa.org](mailto:fmoore@ec3pa.org)

### **Reservations**

The College reserves the right to accept or reject, in whole or in part, any and all bids received, to waive informalities or technicalities as the best interests of the College may require, and to waive minor differences in specifications, provided these do not violate the intent nor materially affect the operation for which the items or services are sought, nor increase estimated costs to the College.

Unless otherwise specified herein, the College also reserves the right to award the contract(s) within ninety (90) days after the proposal opening. Any proposal on which the time of acceptance is limited to less than the specified period may be rejected solely on that basis.

The College further reserves the right to reject the proposal of a Contractor who, investigation shows, is not currently in a position to fulfil the contract, or who has previously failed to fulfil contracts of a similar nature in a proper and timely manner.

**Non-Discrimination in Employment**

The Contractor shall be an equal opportunity employer and shall conform to all proposed Action and other applicable requirements; accordingly, The Contractor shall neither discriminate nor permit discrimination in its operations or employment practices against any person or group of persons on the basis of race, color, religion, creed, age, sex, national origin, status as an individual with a disability, veteran, sexual orientation, marital status or any other status protected by law.

**II. SCOPE OF WORK & ADDITIONAL SPECIFICATIONS**

Please see Attachment “A” Project Manual Renovation of the Front Lobby - Flooring

**III. PERFORMANCE & PAYMENT BOND**

Performance & payment bond will be required.