

## **General Purchase Information:**

### **Contract No. 1816 – Manhole Improvement Contract**

Contract Bidding Documents may be examined and obtained at the Engineering office of the Authority. There is A non-refundable fee of One Hundred Dollars **(\$100.00)** Charged for the Contract Bidding Documents. (No Cash or Credit Cards will be accepted)

#### **Please make a check payable to ALCOSAN**

This Contract Bidding Package consists of one (1) **Flash Drive containing the Bid Documents,**

The Contract Bidding Package can be **Picked Up** or **Shipped**.

#### **Pick UP**

Contract Bidding Documents can be picked up at **3300 Preble Avenue, Pittsburgh, PA, 15233 in the Operations & Maintenance Bldg. in Room 209 on the 2nd Floor**. For **SECURITY** Reasons, Please provide us with the **Name of the person picking up**, the **Date and the Approximate time of Arrival**. We will Alert Security for Admittance through the gate.

#### **Shipping Options:**

(1) Bidding Document Requests will automatically ship **USPS (Regular Mail)** unless otherwise stated.

(2) **Express Shipments:** provide us with your Company's Express Shipping Account No. (**UPS** or **FedEx**) and **Specify the Type of Service**, i.e., Ground, Overnight, 2-Day, etc.

#### **NOTE:**

For Faster Service In either shipping option,

Email us a copy of the check to [contract.clerks@alcosan.org](mailto:contract.clerks@alcosan.org) before mailing.

**Reference the Contract No. 1816 on your check**