

Solicitation OSP 114363

2009 Waterfowl Order

State of California

Bid OSP 114363 2009 Waterfowl Order

Bid Number	OSP 114363
Bid Title	2009 Waterfowl Order
Bid Start Date	May 27, 2009 10:36:45 AM PDT
Bid End Date	Jun 10, 2009 1:00:00 PM PDT
Question & Answer End Date	Jun 8, 2009 2:30:00 PM PDT
Bid Contact	DeDe Seda 916-445-5368 dede.seda@dgs.ca.gov

Standard Disclaimer The State of California advises that prospective bidders periodically check the websites, including but not limited to Bidsync, and/or other state department links for modifications to bid documents. The State of California is not responsible for a prospective bidder's misunderstanding of the bid solicitation or nonresponsive bid due to failure to check these websites for updates or amendments to bid documents, and/or other information regarding the bid solicitations. Failure to periodically check these websites will be at the bidder's sole risk.

The information published and/or responded to on these websites is public information. Confidential questions/issues/concerns should be directed to the contact on the ad.

Description

Contractors must download the attached bid package and additional specifications along with the required DVBE packet. All inquiries pertaining to this project are to be sent in writing via e-mail to DeDe.Seda@dgs.ca.gov or to Fax # (916) 322-3763 only. Final Bid Due Date: June 10, 2009 @ 1:00 PM. Delivery is July 17, 2009 firm!



State of California • Arnold Schwarzenegger, Governor
 Department of General Services
OFFICE OF STATE PUBLISHING
 344 N. 7th Street, Sacramento, CA 95811-0212

May 27, 2009

To: Prospective Bidders

JOB NUMBER: 114363
CLIENT: DEPARTMENT OF FISH & GAME
PROJECT TITLE: 2009 WATERFOWL ORDER

You are invited to review and respond to the attached Invitation for Bid (IFB).

All bids must be submitted in a sealed envelope and plainly marked "**Job # 114363 " - DO NOT OPEN UNTIL "June 10, 2009 at 1:00 p.m. "**" Bids not submitted in a sealed envelope will be rejected.

All bids shall include; i.e., signed sheet entitled "Bid/Bidder Certification Sheet", Cost Sheet, and any other required attachments. Bids not including the proper "Required Attachments" shall be deemed non-responsive which means the bid did not meet the basic bid requirements.

Inquiries regarding the processing of the enclosed bid packages should be referred to DeDe Seda via written fax (916) 322-3763 or via e-mailed at DeDe.Seda@dgs.ca.gov.

BID OPENING DATE: June 10, 2009 at 1:00 p.m.

SUBMIT SEALED BIDS TO:	DeDe Seda, Contract Analyst Office of State Publishing 344 N. 7 th Street (From I-5 take Richards Blvd. exit) Sacramento, CA 95811-0212
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Sincerely,

DeDe Seda, Contract Analyst
 Phone: (916) 445-5368
 FAX: (916) 322-3763

cc: Danelle Hamilton, OSP, Customer Services Manager – Phone: (916) 240-1446

NOTICE:	The Office of State Publishing is seeking the services of an experienced and proven vendor who can print and bind the forms described herein within the specified time frames identified in this document as required by the Department of Fish and Game. .
	All delivery dates are firm. DO NOT RESPOND to this bid if delivery cannot be guaranteed.
	All production of the work described herein must be performed by a firm who is licensed to do business within in the United States. All work must be performed within the United States.

BID REQUIREMENTS

1. Submission of Bid

- a) All original bids must be submitted under **sealed** cover and sent to the individual as noted on the cover page by dates and times indicated. The sealed cover must be plainly marked with the IFB number and title, must show your firm name and address, and must be marked with **"DO NOT OPEN"**.

Bids not submitted under sealed cover plainly identified as a bid for the work of the Project being bid upon and addressed as directed in the Invitation to Bid may result in a premature opening of or failure to open such bid and may be rejected.

- b) All bids shall include the noted documents identified in Attachment I, Required Attachment Checklist. Bids not including the proper "required attachments" shall be deemed non-responsive. A non-responsive bid is one that does not meet the basic bid requirements.
- c) All documents requiring a signature must bear an original signature of a person authorized to bind the bidding firm. Mail or deliver bids to the address on the Cover Page of this Bid Package.
- d) Bids must be submitted for the performance of all the services described herein. Any deviation from the work specifications will not be considered and will cause a bid to be rejected.
- e) It is the sole responsibility of the Bidder to see that its bid is received in proper time. Bid received after scheduled closing time for receipt of bids will be returned to Bidder unopened.
- f) A bid may be rejected if it is conditional or incomplete, or if it contains any alterations of form or other irregularities of any kind. The State may reject any or all bids and may waive an immaterial deviation in a bid. The State's waiver of an immaterial deviation shall in no way modify the IFB document or excuse the bidder from full compliance with all requirements if awarded the agreement.
- g) Costs incurred for developing bids and in anticipation of award of the agreement are entirely the responsibility of the bidder and shall not be charged to the State of California.
- h) An individual who is authorized to bind the bidder contractually shall sign the Bid/Bidder Certification Sheet. The signature should indicate the title or position that the individual holds in the firm. An unsigned bid may be rejected.
- i) A bidder may modify a bid after its submission by withdrawing its original bid and resubmitting a new bid prior to the bid submission deadline. Bidder modifications offered in any other manner, oral or written will not be considered.
- j) A bidder may withdraw its bid by submitting a written withdrawal request to the State, signed by the bidder or an authorized agent. A bidder may thereafter submit a new bid prior to the bid submission deadline. Bids may not be withdrawn without cause subsequent to bid submission deadline.
- k) The awarding agency may modify the IFB prior to the date fixed for submission of bids by the issuance of an addendum to all parties who received a bid package.

- l) The awarding agency reserves the right to reject all bids. The agency is not required to award an agreement.
- m) Before submitting a response to this solicitation, bidders should review, correct all errors and confirm compliance with the IFB requirements.
- n) Where applicable, bidder should carefully examine work sites and specifications. Bidder shall investigate conditions, character, and quality of surface or subsurface materials or obstacles that might be encountered. No additions or increases to the agreement amount will be made due to a lack of careful examination of work sites and specifications.
- o) The State does not accept alternate contract language from a prospective contractor. A bid with such language will be considered a counter proposal and will be rejected. The State's General Terms and Conditions (GTC) are not negotiable.
- p) No oral understanding or agreement shall be binding on either party.

2. Evaluation and Selection

- a) At the time of bid opening, each bid will be checked for the presence or absence of required information in conformance with the submission requirements of this IFB.
- b) The State will evaluate each bid to determine its responsiveness to the published requirements.
- c) Bids that contain false or misleading statements, or which provide references, which do not support an attribute or condition claimed by the bidder, may be rejected.
- d) Award if made, will be to the lowest responsive responsible bidder.

3. Award and Protest

- a) Whenever an agreement is awarded under a procedure, which provides for competitive bidding, but the agreement is not to be awarded to the low bidder, the low bidder shall be notified by telegram, electronic facsimile transmission, overnight courier, or personal delivery five (5) working days prior to the award of the agreement.
- b) Upon written request by any bidder, notice of the proposed award shall be posted in a public place in the office of the awarding agency at least five (5) working days prior to awarding the agreement.
- c) If any bidder, prior to the award of agreement, files a written protest with the Department of General Services, Office of Legal Services, 707 Third Street, Suite 7-330, West Sacramento, CA 95605 and the Contract Administrator listed on the Cover Page of this IFB, on the grounds that the (protesting) bidder is the lowest responsive responsible bidder, the agreement shall not be awarded until either the protest has been withdrawn or the Department of General Services has decided the matter.
- d) Within five (5) days after filing the initial protest, the protesting bidder shall file with the Department of General Services and the awarding agency a detailed written statement specifying the grounds for the protest. The written protest must be sent to the Department of General Services, Office of Legal Services, 707 Third Street, Suite 7-330, West Sacramento, CA 95605. A copy of the detailed written statement should be mailed to the awarding agency's Contract Administrator listed on the Cover Page of this IFB. It is suggested that you submit any protest by certified or registered mail.

- e) Upon final award of the agreement, the awarded Contractor must complete and submit to the awarding agency the Payee Data Record (STD 204), to determine if the Contractor is subject to state income tax withholding pursuant to California Revenue and Taxation Code Sections 18662 and 26131. This form can be found on the Internet at www.osp.dgs.ca.gov under the heading FORMS MANAGEMENT CENTER. No payment shall be made unless a completed STD 204 has been returned to the awarding agency.
- f) Upon final award of the agreement, Contractor must sign and submit to the awarding agency, *page one (1)* of the Contractor Certification Clauses (CCC), which can be found on the Internet at www.dgs.ca.gov/contracts. This document is only required if the bidder has not submitted this form to the awarding agency within the last three (3) years.

4. Disposition of Bids

- a) Upon bid opening, all documents submitted in response to this IFB will become the property of the State of California, and will be regarded as public records under the California Public Records Act (Government Code Section 6250 et seq.) and subject to review by the public.
- b) Bid packages may be returned only at the bidder's expense, unless such expense is waived by the awarding agency.

5. Agreement Execution and Performance

- a) Service shall be available on the express date set by the awarding agency and the Contractor, after all approvals have been obtained and the agreement is fully executed. Should the Contractor fail to commence work at the agreed upon time, the awarding agency, upon five (5) days written notice to the Contractor, reserves the right to terminate the agreement. In addition, the Contractor shall be liable to the State for the difference between Contractor's bid price and the actual cost of performing work by the second lowest bidder or by another contractor.
- b) All performance under the agreement shall be completed on or before the termination date of the agreement.

6. Preference Programs

For bids in the amount of \$100,000 and over, the following preference programs apply if your firm is qualified:

- a) Small Business preference - www.pd.dgs.ca.gov
- b) Target Area Contract Preference Act (TACPA) - www.pd.dgs.ca.gov/disputes
- c) Local Agency Military Base Recovery Area (LAMBRA) Act - www.pd.dgs.ca.gov/disputes
- d) Enterprise Zone Act (EZA) - www.osmb.dgs.ca.gov/eza/program.htm

ATTACHMENT I**REQUIRED ATTACHMENT CHECK LIST**

Complete this checklist to confirm the items in your bid. Place a check mark or "X" next to each item that you are submitting to the State. For your bid to be responsive, all required attachments must be returned. Also, this checklist should be returned with your bid package.

<u>Attachment/ Exhibit</u>	<u>Name/Description</u>
☐ Exhibit B-2	Cost Sheet
☐ Attachment I	Required Attachment Check List
☐ Attachment II	Contractor Certification Clauses (CCC) 307 (only signed first page is necessary)
☐ Attachment III	Bidder References
☐ Attachment IV	Bid/Bidder Certification Sheet
☐ Attachment V	Small Business Preference
☐ Attachment VI	Darfur Contracting Act Form
☐ Bidder Declaration	GSPD-05-105 (EST 8/05) - Bidder Declaration
☐ DVBE Packet	Hand in all Disabled Veteran Business Enterprise (DVBE) forms which you are required to fill out.

Note: You do not need to submit back other pages of the bid package with your bid.
You only need to submit the pages listed above.

*****Having just the pages above makes it easier for us to read through your bid package.**

ATTACHMENT II**CCC-307****CERTIFICATION**

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i>		<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date Executed</i>	<i>Executed in the County of</i>	

CONTRACTOR CERTIFICATION CLAUSES

1. **STATEMENT OF COMPLIANCE:** Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)
2. **DRUG-FREE WORKPLACE REQUIREMENTS:** Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:
 - 1) the dangers of drug abuse in the workplace;
 - 2) the person's or organization's policy of maintaining a drug-free workplace;
 - 3) any available counseling, rehabilitation and employee assistance programs; and,
 - 4) penalties that may be imposed upon employees for drug abuse violations.
 - c. Every employee who works on the proposed Agreement will:
 - 1) receive a copy of the company's drug-free workplace policy statement; and,
 - 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)
3. **NATIONAL LABOR RELATIONS BOARD CERTIFICATION:** Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)
4. **CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT:** Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.
Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time

attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. **EXPATRIATE CORPORATIONS:** Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. **SWEATFREE CODE OF CONDUCT:**

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. **DOMESTIC PARTNERS:** For contracts over \$100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. **CONFLICT OF INTEREST:** Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. **LABOR CODE/WORKERS' COMPENSATION:** Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such

provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.

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ATTACHMENT III**BIDDER REFERENCES**

Bidder must submit three (3) references for work performed by the bidder within the last five (5) years which is similar to the scope of work to be performed in this contract.

PLEASE PRINT CLEARLY AND PROVIDE COMPLETE AND CURRENT INFORMATION**REFERENCE 1**

Name of Firm			
Street Address	City	State	Zip Code
Contact Person		Telephone Number	
Dates of Service		Quantity of job:	
Brief Description of Service Provided – Include delivery schedule.			

REFERENCE 2

Name of Firm			
Street Address	City	State	Zip Code
Contact Person		Telephone Number	
Dates of Service		Value or Cost of Service	
Brief Description of Service Provided			

REFERENCE 3

Name of Firm			
Street Address	City	State	Zip Code
Contact Person		Telephone Number	
Dates of Service		Value or Cost of Service	
Brief Description of Service Provided			

ATTACHMENT IV**BID/BIDDER CERTIFICATION SHEET**

This Bid/Bidder Certification Sheet must be signed and returned along with all the "required attachments" listed in Attachment I, "Required Attachment Checklist", as an entire package in duplicate with original signatures. The bid must be transmitted in a sealed envelope in accordance with IFB instructions.

- A. All required attachments are included with this certification sheet.
- B. I have read and understand the Disabled Veteran Business Enterprise (DVBE) participation requirements and have included documentation demonstrating that I have met the participation goals or have made a good faith effort.
- C. The signature affixed hereon and dated certifies compliance with all the requirements of this bid document. The signature below authorizes the verification of this certification.

An Unsigned Bid/Bidder Certification Sheet May Be Cause For Rejection

1. Company Name	2. Telephone Number ()	2a. Fax Number ()
3. Address		
Indicate your organization type:		
4. ☐ Sole Proprietorship	5. ☐ Partnership	6. ☐ Corporation
Indicate the applicable employee and/or corporation number:		
7. Federal Employee ID No. (FEIN)	8. California Corporation No.	
9. Indicate applicable license and/or certification information:		
10. Bidder's Name (Print)		11. Title
12. Signature (First & Last Name Required)		13. Date
14. Are you certified with the Department of General Services, Office of Small Business Certification and Resources (OSBCR) as:		
a. California Small Business Yes ☐ No ☐ If yes, enter certification number:		b. Disabled Veteran Business Enterprise Yes ☐ No ☐ If yes, enter your service code below:
15. My firm is not a registered small business firm, however, we are claiming the 5% small business preference in that we will be using registered small business firms for 25% for this project. Attached is a list of our subcontractors / suppliers and their certification numbers.		Yes ☐ No ☐ See attached list.
Date application was submitted to OSBCR, if an application is pending:		

E-mail address of firm's contact person: Please print clearly	@
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ATTACHMENT V**SMALL BUSINESS PREFERENCE**

A five percent (5%) small business preference will be granted to Bidders certified as "Small Business" in accordance with Section 1896 et. Seq., Title 2, California Code of Regulations.

If the Bidder is not already a Certified Small Business, applications for certification as "Small Business" must be submitted to the Office of Small Business and DVBE Certification (OSDC), 707 3rd Street, First Floor, Suite 1-400, West Sacramento, CA 95605; website:

<http://www.pd.dgs.ca.gov/smbus>

Submit a copy of your OSDC certification letter with your proposal.

Pursuant to Section 1896.14, in order to receive the small business preference, bidders must have a completed application (including proof of annual receipts) on file with the OSDC. The bidder must have requested a preference from OSDC and meet all applicable requirements under the subchapter and the State Small Business Procurement and Contract Act, (including but not limited to evidence to rebut presumptions) not later than five o'clock (5:00 p.m.) on the date on which the subject bid is opened.

Non-Small Business:

The application of the five percent (5%) small business bidding preference is now extended to a bidder, who's business is not certified as a small business but commits to subcontracting at least twenty-five percent (25%) of its net bid price to businesses that are California certified small businesses and/or micro-businesses.

- a) When applicable this preference will be granted when the non-small business:
 - Has been determined to be a responsible bidder and submitted a timely responsive bid
 - Submits a list of California Certified Small Businesses that he/she commits to subcontract with for a commercially useful function in the performance of the project and submits this document no later than forty-eight (48) hours after the bid opening date. If bidder fails to submit the list of Certified Small Business Subcontractors within 48 hours, the claim for non-small business preference will be denied.
- b) Substitution of Small Business Subcontractors or Suppliers:

After award of a contract based in part on the application of the Non-Small Business Subcontractor preference, the contractor must use the small business subcontractor(s) and/or supplier(s) proposed in the bid to the State unless a substitution is requested in writing to the awarding department and the awarding department approves the substitution in writing prior to the commencement of any work. The substitution request must include at least the following:

 - An explanation of the reason for the substitution
 - The contractor must substitute a small business with another small business. However, if the small business substitution cannot occur, the contractor must include a written justification and the steps that were taken to try to acquire a new small business subcontractor and how that portion of the contract will be fulfilled.
 - A description of the work to be performed, identified both as a task(s) and as a dollar amount or percentage of the overall contract that the substituted business will perform. The substituted business(es), if approved, shall be required to perform a commercially useful function in the contract pursuant to CCR [§ 1896.6](#).
 - The request for substitution of a small business and the awarding department's approval or disapproval cannot be used as an excuse for noncompliance with any other provision of law, including but not limited to, the Subletting and Subcontracting Fair Practices Act (§ 4100 et seq., Public Contract Code) or any other contract requirements relating to substitution of subcontractors.

- If a contractor requests substitution of its subcontractor(s)/supplier(s) by providing a written request to the awarding department in accordance with CCR [§ 1896.10](#), the awarding department may consent to the substitution in any of the situations set forth in Public Contract Code § 4107 of the Subletting and Subcontracting Fair Practices Act.
- Prior to approval of the prime contractor's request for the substitution, the awarding department, or its duly authorized officer, shall give notice in writing to the listed subcontractor of the prime contractor's request to substitute and the reasons for the request to substitute. The notice shall be served by certified or registered mail to the last known address of the subcontractor. The listed subcontractor that has been so notified shall have five (5) working days after the receipt of the notice to submit written objections to the substitution to the awarding department. Failure to file these written objections shall constitute the listed subcontractor's consent to the substitution. If written objections are filed, the awarding department shall give notice in writing of at least five (5) working days to the listed subcontractor of a hearing by the awarding department on the prime contractor's request for substitution.
- Failure of the contractor to subcontract with the small businesses listed on its bid to the State, or follow these substitution rules may be grounds for the Department to impose sanctions pursuant to Government Code § 14842.5 and CCR [§1896.16](#). In the event such sanctions are to be imposed, the contractor shall be notified in writing and entitled to a hearing pursuant to CCR [§§ 1896.18](#) and [1896.20](#).

All Bidders: Check The Appropriate Line:

- _____ I **am** a certified small business and the small business preference is applicable to this Proposal. A copy of my certified form from the Office of Small Business Certification is attached.
- _____ I have recently filed for small business preference but have not yet received certification.
- _____ I am **not** a certified small business and I am **not** claiming the small business preference.
- _____ Our firm is not certified as a small business but commits to subcontracting at least twenty-five percent (25%) of its net bid price to businesses that are California certified small businesses and/or micro-businesses.

Firm's Name:	
Signature of Representative: (First & Last Name Required)	X

State of California—Department of General Services, Procurement Division
GSPD-05-105 (EST 8/05)

Solicitation Number: **114363**

BIDDER DECLARATION

1. Prime bidder information (Review attached Bidder Declaration Instructions prior to completion of this form):

- a.** Identify current California certification(s) (**MB, SB, SB/NVSA, DVBE**): _____ or **None** ____ (If "None", go to Item #2)
- b.** Will subcontractors be used for this contract? **Yes** ____ **No** ____ (If yes, indicate the distinct element of work your firm will perform in this contract e.g., list the proposed products produced by your firm, state if your firm owns the transportation vehicles that will deliver the products to the State, identify which solicited services your firm will perform, etc.). Use additional sheets, as necessary.

- c.** If you are a California certified DVBE: (1) Are you a broker or agent? **Yes** ____ **No** ____
(2) If the contract includes equipment rental, does your company own at least 51% of the equipment provided in this contract (quantity and value)? **Yes** ____ **No** ____ **N/A** ____

2. If no subcontractors will be used, skip to certification below. Otherwise, list all subcontractors for this contract. (Attach additional pages if necessary):

Subcontractor Name, Contact Person, Phone # & Fax #	Subcontractor Address & Email Address	CA Certification (MB,SB,DVBE or None)	Work Performed or goods provided for this contract	Corresponding % of bid price	Good Standing?	51% Rental?

CERTIFICATION: By signing the bid response, I certify under penalty of perjury that the information provided is true and correct.

Page ____ of ____

State of California—Department of General Services, Procurement Division GSPD–05–105 (EST 8/05) Instructions

BIDDER DECLARATION Instructions**All prime bidders (the firm submitting the bid) must complete the Bidder Declaration.**

1.a. Identify all current certifications issued by the State of California. If the prime bidder has no California certification(s), check the line labeled “None” and proceed to Item #2. If the prime bidder possesses one or more of the following certifications, enter the applicable certification(s) on the line:

- Microbusiness (MB)
- Small Business (SB)
- Small Business Nonprofit Veteran Service Agency (SB/NVSA)
- Disabled Veteran Business Enterprise (DVBE)

1.b. Mark either “Yes” or “No” to identify whether subcontractors will be used for the contract. If the response is “No”, proceed to Item #1.c. If “Yes”, enter on the line the distinct element of work contained in the contract to be performed or the goods to be provided by the prime bidder. Do not include goods or services to be provided by subcontractors.

Bidders certified as MB, SB, SB/NVSA, and/or DVBE must provide a commercially useful function as defined in Military and Veterans Code Section 999(e)(2)(A) for DVBEs and Government Code Section 14837(d)(4)(A) for small/microbusinesses. For questions regarding commercially useful function determinations made in conjunction with certification approval, contact the Department of General Services, Procurement Division, Office of Small Business and DVBE Certification (OSDC), OSDC Certification and Compliance Unit via email at: osdchelp@dgs.ca.gov.

Bids must propose that certified bidders provide a commercially useful function for the resulting contract or the bid will be deemed non-responsive and rejected by the State. For questions regarding the solicitation, contact the procurement official identified in the solicitation.

Note: A subcontractor is any person, firm, corporation, or organization contracting to perform part of the prime’s contract.

1.c. This item is only to be completed by businesses certified by California as a DVBE.

(1) Declare whether the prime bidder is a broker or agent by marking either “Yes” or “No”. The Military and Veterans Code Section 999.2 (b) defines “broker” or “agent” as a certified DVBE contractor or subcontractor that does not have title, possession, control, and risk of loss of materials, supplies, services, or equipment provided to an awarding department, unless one or more of the disabled veteran owners has at least 51-percent ownership of the quantity and value of the materials, supplies, services, and of each piece of equipment provided under the contract.

(2) If bidding rental equipment, mark either “Yes” or “No” to identify if the prime bidder owns at least 51% of the equipment provided (quantity and value). If **not** bidding rental equipment, mark “N/A” for “not applicable.”

2. If no subcontractors are proposed, do not complete the table. Read the certification at the bottom of the form and complete “Page ____ of ____” on the form.

If subcontractors will be used, complete the table listing all subcontractors. If necessary, attach additional pages and complete the “Page ____ of ____” accordingly.

2. (continued) Column Labels

Subcontractor Name, Contact Person, Phone Number & Fax Number—List each element for all subcontractors.

Subcontractor Address & Email Address—Enter the address and if available, an Email address.

CA Certification (MB, SB, DVBE or None)—If the subcontractor possesses a current State of California certification(s), verify on the OSDC website (www.pd.dgs.ca.gov/smbus) that it is still valid and list all current certifications here. Otherwise, enter “None”. [Note: A SB/NVSA should not be participating as a subcontractor] **Work performed or goods provided for this contract**—Identify the distinct element of work contained in the contract to be performed or the goods to be provided by each subcontractor. Certified subcontractors must provide a commercially useful function for the contract. (See paragraph 1.b above for code citations regarding the definition of commercially useful function.) If a certified subcontractor is further subcontracting a greater portion of the work or goods provided for the resulting contract than would be expected by normal industry practices, attach a separate sheet of paper explaining the situation.

Corresponding % of bid price—Enter the corresponding percentage of the total bid price for the goods and/or services to be provided by each subcontractor. Do not enter a dollar amount.

Good Standing?—Provide a response for each subcontractor listed. Enter either “Yes” or “No” to indicate that the prime bidder has verified that the subcontractor(s) is in good standing for all of the following:

- Possesses valid license(s) for any license(s) or permits required by the solicitation or by law
- If a corporation, the company is qualified to do business in California and designated by the State of California Secretary of State to be in good standing
- Possesses valid State of California certification(s) if claiming MB, SB, and/or DVBE status
Is **not** listed on the OSDC website as ineligible to transact business with the State

51% Rental?—This pertains to the applicability of rental equipment. Based on the following parameters, enter either “N/A” (not applicable), “Yes” or “No” for each subcontractor listed.

Enter “N/A” if the:

- Subcontractor is NOT a DVBE (regardless of whether or not rental equipment is provided by the subcontractor) or
- Subcontractor is NOT providing rental equipment (regardless of whether or not subcontractor is a DVBE)

Enter “Yes” if the subcontractor is a California certified DVBE providing rental equipment and the subcontractor owns at least 51% of the rental equipment (quantity and value) it will be providing for the contract.

Enter “No” if the subcontractor is a California certified DVBE providing rental equipment but the subcontractor does NOT own at least 51% of the rental equipment (quantity and value) it will be providing.

Read the certification at the bottom of the page and complete the “Page ____ of ____” accordingly.

AGREEMENT NUMBER TBA
REGISTRATION NUMBER: TBA

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME

Department of General Services, Office of State Publishing

CONTRACTOR'S NAME

TBA

2. Contractor to deliver job by: **July 17, 2009**

3. The maximum amount of this Agreement is: **\$ TBA**

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

JOB NUMBER: 114363
CLIENT: DEPARTMENT OF FISH & GAME
PROJECT TITLE: 2009 WATERFOWL ORDER

Exhibit A:	Specifications	2 pages
Exhibit A-1:	Additional Specifications/Shipping Instructions (PDF)	52 pages
Exhibit B-1:	Budget Detail and Payment Provisions	1 page
Exhibit B-2:	Cost Sheet	2 pages
Exhibit C*:	General Terms and Conditions	GTC 307
Exhibit D:	Additional Provisions	1 page

The General Terms and Conditions shown with an Asterisk (*), is hereby incorporated by reference and made part of this agreement as if attached hereto. This documents can be viewed at www.dgs.ca.gov/contracts

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR		CALIFORNIA Department of General Services Use Only
CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.) TBA		Exempt
BY (Authorized Signature) —	DATE SIGNED	
PRINTED NAME AND TITLE OF PERSON SIGNING		
ADDRESS		
STATE OF CALIFORNIA		
AGENCY NAME Department of General Services, Office of State Publishing		
BY (Authorized Signature) —	DATE SIGNED	
PRINTED NAME AND TITLE OF PERSON SIGNING Geoff Brandt, State Printer		
ADDRESS 344 N. 7th Street, Sacramento, CA 95811		

☒ Exempt per **SCM 4.04, 5.b**

EXHIBIT A SPECIFICATIONS

JOB NUMBER: 114363
CLIENT: DEPARTMENT OF FISH & GAME
PROJECT TITLE: 2009 WATERFOWL ORDER

Contractor to perform the following services, as outlined below, on behalf of the Department of General Services, Office of State Publishing (OSP), 344 N. 7th Street, Sacramento, CA 95811. Time is of the essence of this agreement.

Vendor Completion Date:	July 17, 2009 - ****DVBE participation will still be in affect
Scope:	Download additional specifications for more complete details overall.
Job # & Title:	Job Number: 114363 2009 Waterfowl Order
Description:	Vendor must only use the current data on disk provided by Department. Quantities may change or items may be deleted from order due to changes in law and regulation. Copy may change. New laser copies with disk on Page Maker 7.0 MAC Format will be provided to vendor when the bid is awarded. ***Disk provided to print from. Samples will be provided at award. Proofs required. Vendor to provide weekly progress reports in writing or via e-mail to the Department. All barcodes are printed with a white background with <u>NO</u> black outline around the background. Vendors Must Download Additional Specifications for complete details on all. ***42 x 42 pallets
Quantity	<u>See attached additional specifications.</u>
Size:	See attached additional specifications
Stock:	See attached additional specifications
Ink:	See attached additional specifications for details
Bindery:	See attached additional specifications for all details. ***Run exact qty. Do not do overruns as these will not be paid for. Note: 6-Samples of each will need to be sent with invoice and signed proof of delivery to OSP with invoice when billing.
Packaging:	Carton Pack with following label: Job # 114363 Agency: Fish & Game 2009 Waterfowl Order Qty/Pkg and Qty/Ctn Note: Manufacturers are to use non-returnable, two-way only 42 x 42 pallets. Apply cocoon shrink-wrapping and extend it beyond the top and bottom for stability. Pallets should be filled as close as possible to 100% of the cube without overhanging the pallets' sides or rising higher than 60" including the pallet.
Ship to:	Dept of Fish & Game – License and Revenue Branch 1740 N Market Blvd. Sacramento, CA 95834 Attn: Greg Trejo

TERM OF CONTRACT:

Contractor to deliver the job by: **July 17, 2009 or sooner if possible.**

REPRESENTATIVES DURING THE TERM OF THIS AGREEMENT:

State of California: Office of State Publishing Department of General Services 344 N. 7 th Street Sacramento, CA 95811-0212 Danelle Hamilton, Customer Services Manager Phone: (916) 240-1446 Fax: (916) 323-4305 E-mail: danelle.hamilton@dgs.ca.gov	Contractor: TBA
State's Contract Manager: Office of State Publishing Department of General Services 344 N. 7 th Street Sacramento, CA 95811-0212 Attn: DeDe Seda, Contracts Manager Phone: (916) 445-5368 Fax: (916) 322-3763 E-mail: DeDe.Seda@dgs.ca.gov	

EXHIBIT B-1**BUDGET DETAIL AND PAYMENT PROVISIONS****1. Invoicing and Payment:**

- A. For services satisfactorily rendered, and upon receipt and approval of the invoices, the State agrees to compensate the Contractor for actual expenditures incurred in accordance with the rates specified herein, which is attached hereto and made a part of this Agreement.
- B. Payment shall be made upon satisfactory performance of work and upon receipt of an invoice received and approved by the designated representative(s).
- C. Invoices must be submitted on Contractor's letterhead signed by authorized representative, and include:
- Agreement number
 - Time period covered
 - Work completed for the period shall be identified (detailed statement of services)

Make out invoices to:	Department of General Services Office of State Publishing
<u>Required for payment:</u> Signed proof of delivery, 6 samples and any supplied artwork or files.	Submit to: DeDe Seda, Contract Analyst Department of General Services Office of State Publishing 344 N. 7 th Street Sacramento, CA 95811-0212

2. Budget Contingency Clause:

- A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Contractor to reflect the reduced amount.

3. Prompt Payment Clause:

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

**EXHIBIT B-2
COST SHEET**

To: DeDe Seda
DGS-Office of State Publishing
344 N. 7th Street
Sacramento, CA 95811-0212

Bid Date: **June 10, 2009 at 1:00 p.m.**

JOB NUMBER: 114363
CLIENT: DEPARTMENT OF FISH & GAME
PROJECT TITLE: 2009 WATERFOWL ORDER

The undersigned Contractor, as bidder, declares that he/she has carefully examined all documents contained or referenced within this Invitation for Bid and is familiar with all proposal requirements, and agrees, if the proposal is accepted, to complete the above services in accordance with the Contract Documents, for the complete term of the Agreement.

Bid amount to include and cover any insurance the furnishing of all materials, freight and performing of all the labor and the providing of all necessary machinery, tools, apparatus, and other means of service; also the performance and completion of all the work in the manner set forth, described herein. Do not include sales tax. The State will add an 8.75% sales tax to your figure when executing the final agreement. The State does not guarantee they will require the total quantity of work outlined herein.

Lump sum bid amount for all services under this contract:	\$
***Include all freight charges (freight will not be added) The State will add an 8.75% sales tax on top of your lump sum if awarded the contract.	
Delivery Date:	

Award will be made to the lowest responsible bidder.

Company name:	
Bidder's Signature: (First & Last Name Required)	X
Title or Position:	
Address, City & Zip	
Phone:	
Fax:	
E-mail:	@

List of **subcontractors** which will be utilized to perform various tasks:

NAME OF FIRM	SERVICE PROVIDED (i.e. shipping, binding, packing, sorting)

INVITATION FOR BID (05/04/09)

Item No. Extension		Unit Price
1	80 MX - One-Choice Waterfowl Application (By The Thousand) Book No. 140 _____	_____/MX
2	54 MX - One-Day Entry Permit (By The Thousand) Book No. 141 _____	_____/MX
3	34 MX - Two-Day Pass- Type A (By The Thousand) Book No. 142 _____	_____/MX
4	6 MX - Season Pass- Type B (By The Thousand) Book No. 143 _____	_____/MX
5	9 MX - Season Pass- Type A (By The Thousand) Book No. 144 _____	_____/MX
6	70 MX - One-Choice Waterfowl Application (By The Thousand) Book No. 149 _____	_____/MX
7	125 MX – No Fee Entry Permit – Harvest record (By The Thousand) _____	_____/MX
8	140 MX – California Duck Stamp (By The Thousand) Book No. 118 _____	_____/MX

TOTAL:

EXHIBIT C
(GTC 307 version)

GENERAL TERMS AND CONDITIONS

PLEASE NOTE: This page will not be included with the final agreement. The General Terms and Conditions will be included in the agreement by reference to Internet site:

<http://www.ols.dgs.ca.gov/Standard+Language>.

EXHIBIT D
ADDITIONAL PROVISIONS

1. **EXCISE TAX:** The State of California is exempt from Federal Excise Taxes, and no payment will be made for any taxes levied on employees' wages. The State will pay for any applicable State of California or local sales or use taxes on the services rendered or equipment or parts supplied pursuant to this agreement. California may pay any applicable sales or use tax imposed by another state.
2. **SETTLEMENT OF DISPUTES:** In the event of a dispute, Contractor shall file a "Notice of Dispute" with Department of General Services, director or designee within ten (10) days of discovery of the problem. Within ten (10) days the director or designee shall meet with the Contractor and Project Manager for purposes of resolving the dispute. The decision of the director or designee shall be final. In the event of a dispute, the language contained within this agreement shall prevail over any other language including that of the bid proposal.
3. **AGENCY LIABILITY:** The Contractor warrants by execution of this Agreement, that no person or selling agency has been employed or retained to solicit or secure this Agreement upon agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business. For breach or violation of this warranty, the State shall, in addition to other remedies provided by law, have the right to annul this Agreement without liability, paying only for the value of the work actually performed, or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee.
4. **POTENTIAL SUBCONTRACTORS:** Nothing contained in this Agreement or otherwise shall create any contractual relation between the State and any subcontractors, and no subcontract shall relieve the Contractor of its responsibilities and obligations hereunder. The Contractor agrees to be as fully responsible to the State for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Contractor. The Contractor's obligation to pay its subcontractors is an independent obligation from the State's obligation to make payments to the Contractor. As a result, the State shall have no obligation to pay or enforce the payment of any moneys to any subcontractor.
5. **RIGHT TO TERMINATE:** The State reserves the right to terminate this agreement subject to 30 days written notice to the Contractor. Contractor may submit a written request to terminate this agreement only if the State should substantially fail to perform its responsibilities as provided herein. However, the agreement can be immediately terminated for cause. The term "for cause" shall mean that the Contractor fails to meet the terms, conditions, and/or responsibilities of the contract. In this instance, the contract termination shall be effective as of the date indicated on the State's notification to the Contractor. This agreement may be suspended or cancelled without notice, at the option of the Contractor, if the Contractor or State's premises or equipment are destroyed by fire or other catastrophe, or so substantially damaged that it is impractical to continue service, or in the event the Contractor is unable to render service as a result of any action by any governmental authority.
6. **EXTENSION OF TERM:** If the State deems so necessary, it may extend the term of this agreement by way of a written and mutually signed Amendment to this Agreement.

SPECIFICATIONS FOR THE 2009 WATERFOWL ORDER

- **Delivery date is critical. Delivery MUST be made on or before July 17, 2009.**
- Vendor will provide weekly progress reports in writing or via email to the Department.
- Quantities may change or items may be deleted from order due to changes in law and regulation.
- Copy may change. Disc will be provided, Page Maker 7.0 (Mac format) with full set of laser copies when the order is awarded.
- All barcodes are printed with a white background with NO black outline around the background.
- Mark the last two books "VOID" for each type.
- All pallets must comply with the State of California specification 3990-01A-01, dated January 2001, for Size 2, Type 2 (42" x 42") and should not be taller than 52" in height (including pallet). Individual pallet weight not to exceed 1,500 pounds.

STATE OF CALIFORNIA SPECIFICATION PALLETS, WOODEN

1 SCOPE

This specification covers pallets intended for use with low lift pallet trucks or forklift trucks.

2 SPECIFICATION AND STANDARDS

Specifications and standards referenced in this document in effect on the opening of the Invitation for Bid form a part of this specification where referenced.

3 REQUIREMENTS

3.1 Material

The pallets shall be constructed from nominal size standard or better (West Coast Lumber Inspection Bureau, Standard Grading Rules for West Coast Lumber) grade Douglas Fir, Hemlock, Larch or Hem-Fir. The stringers shall be S4S and the decking S4S or S1S2E (re-

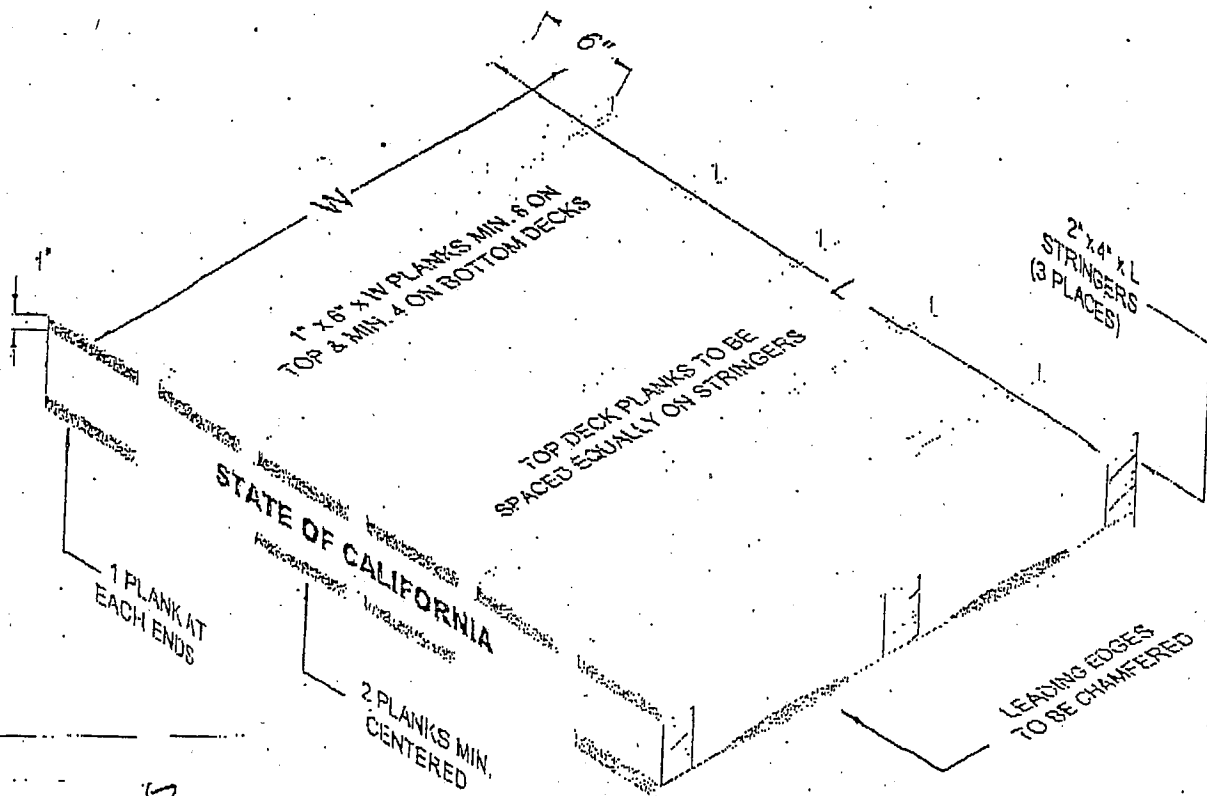


FIG. 1 - TYPE 2
WOODEN PALLET

sawed) with no edge knots. Sawed side is to be assembled to the inside of the pallets. Fastening shall be accomplished with 2 1/4 inch (+1/16 inch) 7 penny flat head drive screws (helical threaded nail) or 2 1/4 (+1/16 inch) #10 wire gauge annular ring nails as recommended in Specifications and Grades for Warehouse. Permanent or Returnable Pallets of West Coast Woods as published by the National Wooden Pallet and Container Association (Specifications and Grades, NWPCA).

3.2 Non-Standard Duty-Cycle Pallets

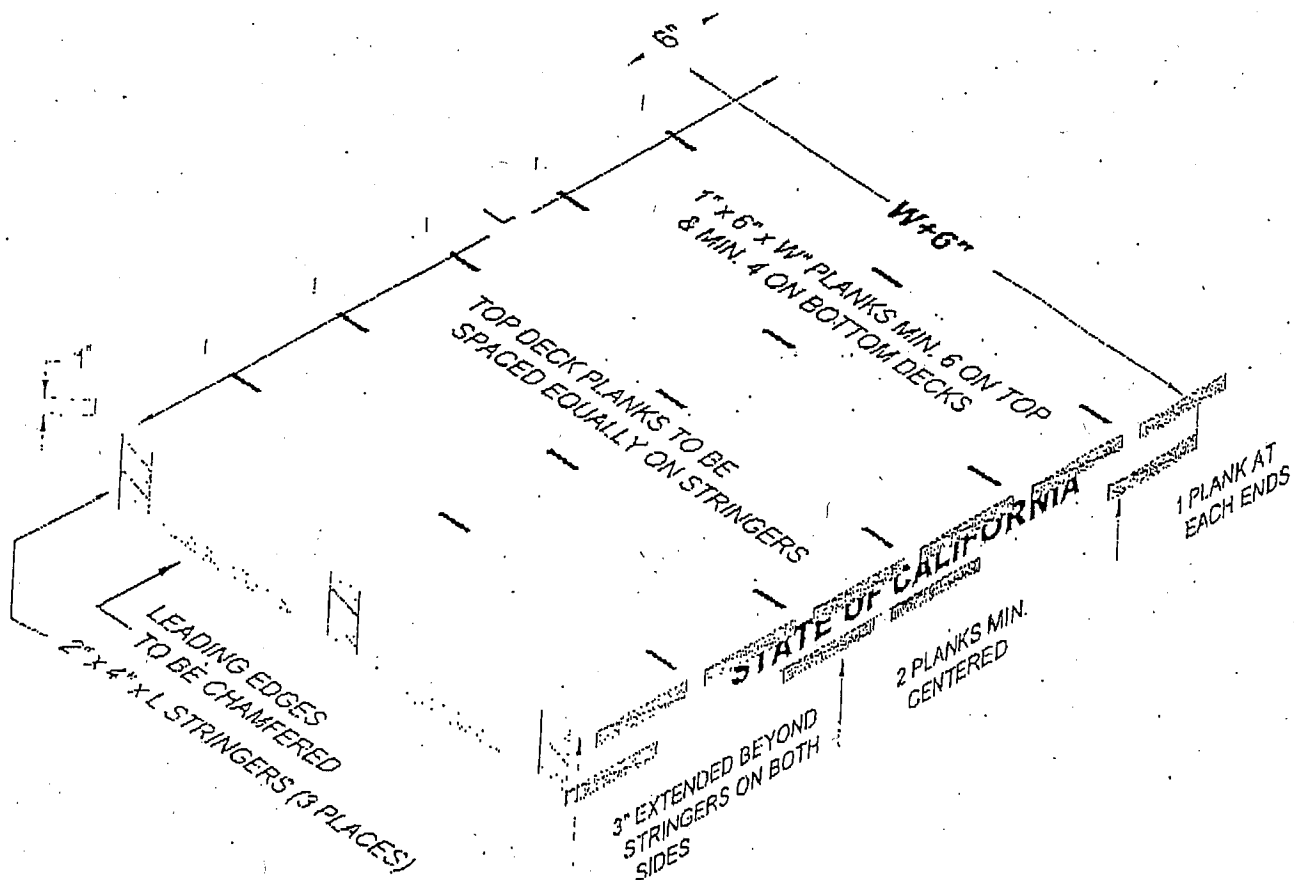
When specifically requested by the user, pallets may be manufactured using pine, oak or ash woods.

3.3 Construction

Pallet type and construction shall comply with Specifications and Grades, NWPCA. The pallets shall be Grade "Quality" (QAL).

The decking shall be secured with 3 nails or screws at each surface of contact with the stringer. Nails shall not be within 1/2 inch of deck-board edges or another nails.

All leading and outside edges of the bottom deck shall be chamfered. The chamfers shall be at least 12 inches long and shall be cut on an approximate 35 degree angle to the face so as to leave an edge adjacent to the chamfer not less than 1/4 inch nor more than 1/2 inch from the outer



**FIG. 2 - TYPE 4
SINGLE WING WOODEN PALLET**

State Commodity Specification
3990-01A-01
January 2001

edge of the deck-board. The chamfer shall extend to within 3 inches of the stringers. Pallet configuration shall comply with table below.

COMMONLY USED PALLET TYPES & SIZE			
SIZE	TYPE	TOP DECK	BOTTOM DECK
1	2 (Fig. 1)	42"L x 36"W Six 1" x 6" x 36" deck-boards, spaced evenly along the pallet width	42"L x 36"W Min. Four 1" x 6" x 36" boards. One placed each end of the stringers Two at center of the stringers
2	2 (Fig. 1)	42"L x 42"W Six 1" x 6" x 42" deck-boards, spaced evenly along the pallet width	42"L x 42"W Min. Four 1" x 6" x 42" boards. One placed each end of the stringers Two at center of the stringers
3	2 (Fig. 1)	44"L x 44"W Six 1" x 6" x 44" deck-boards, spaced evenly along the pallet width	44"L x 44"W Min. Four 1" x 6" x 44" boards. One placed each end of the stringers Two at center of the stringers (Fig. 1)
4	2 (Fig. 1)	45"L x 36"W Six 1" x 6" x 36" deck-boards, spaced evenly along the pallet width	45"L x 36"W Min. Four 1" x 6" x 36" boards. One placed each end of the stringers Two at center of the stringers
5	2 (Fig. 1)	46"L x 44"W Six 1" x 6" x 44" deck-boards, spaced evenly along the pallet width	46"L x 44"W Min. Four 1" x 6" x 44" boards. One placed each end of the stringers Two at center of the stringers
6	2 (Fig. 1)	48"L x 48"W Six 1" x 6" x 48" deck-boards, spaced evenly along the pallet width	48"L x 48"W Min. Four 1" x 6" x 48" boards. One placed each end of the stringers Two at center of the stringers
Note: SIZE 1, TYPE 4 - has a single wing applied to top deck.			
1	4 (Fig. 2)	42"L x 36"W Six 1" x 6" x 36" deck-boards, spaced evenly along the pallet width with 3" wings extending beyond the stringers outboard faces	42"L x 30"W Min. Four 1" x 6" x 36" boards. One placed each end of the stringers, Two at center of the stringers

4 SAMPLING AND INSPECTION

This commodity will be sampled and inspected for compliance to this specification as deemed necessary. Sampling and inspection by attributes will be in accordance with ANSI/ASQ Z1.4 1993, Sampling Procedures and Tables for Inspection by Attributes. An inspection lot is defined as one delivery to one agency at one time.

4.1 Workmanship

The pallets shall be free from defects as outlined under Grade "Quality" (QAL) in the "Specifications and Grades", NWPCA.

5 MARKING

Each pallet shall be marked (two places), "STATE OF CALIFORNIA". Marking shall be easily readable, in black letters and on outboard faces of stringers.

ONE-CHOICE WATERFOWL RESERVATION APPLICATION (140) 5-04-09

QUANTITY: 80,000 applications; in books of 40; 2,000 books total.
Applications to be delivered only in the quantities specified (no shortages or overages) unless otherwise authorized in advance by the License and Revenue Branch (LRB). Payment will not be made for unauthorized overruns.

COVERS: Front, 32 lb ledger, 8.5" x 7", prints 2/2. Barcode 39 is to be placed on front cover and should reflect book code, followed by a dash (-), and book number (20090140-100001). Number must also appear under barcode (reader friendly). Apply clear coating to barcode to resist moisture and abrasion. Background for barcode to be white for easy wand reading.
Back cover, 8.5 x 11, prints 2/1

APPLICATION: 32 lb ledger. Size: 8.5" x 11" (prints 2/2)

PERFORATION: #4 horizontal perforation 1/2" from top of application.

COLOR: Background of cover and application tinted **Red (PMS 1767U)**.

NUMBERING: Book covers to be numbered: 20090140-100001 to 20090140-102000.
Applications: Must reflect partial book number and be numbered individually WB10000101 to WB10000140, WB10000201 to WB10000240, etc. The application number must be printed in barcode form and placed in a white box where indicated. **ORDER MUST NOT HAVE ANY NUMBERS MISSING.**

PROOFS: Call (916) 928-5842 before preparing any proofs. Complete detailed proofs are required within 14 days ARO. Proofs do not need to be finished size mock-ups. Artwork to appear on 8.5 x 11 single sheets is preferred and each page to be labeled accordingly (outside front cover, inside front cover, etc). Five black and white proofs and one color key. (This includes barcode sample, stock sample, proofs of copy located in the proper position, etc.) LRB will return proofs within 10 working days. Changes and additional proofs may be necessary

PACKAGING: To be shrink packed in plastic packets of not more than 10 books per packet and packets to be placed in cartons weighing not more than 40 lbs. Both packets and cartons to have beginning and ending number of contents on outside. Cartons to be put on pallets. All pallets must comply with the State of California specification 3990-01A-01, dated January 2001, for Size 2, Type 2 (42" x 42") and should not be taller than 52" in height (including pallet). Individual pallet weight not to exceed 1,500 pounds.

DELIVERY: Specified delivery date is critical. If necessary in order to comply with that date, the vendor will be responsible for shipping the complete order via express mail at no additional cost to the State. Any variation in specifications must be approved by the License and Revenue Branch.

**2009/2010 CALIFORNIA ONE-CHOICE APPLICATION
TO HUNT ON STATE-OPERATED WILDLIFE AREA**

Fee \$1.30 (\$1.25 + \$.05 Handling Charge)

**Book No.
20090140-500000**

LICENSE AGENT

**After book is completed, enter the quantity of applications sold and
unsold/void. SEND THIS BOOK WITH THE REPORT - NO CREDIT
WILL BE GIVEN FOR UNSOLD APPLICATIONS RETURNED
WITHOUT BOOK COVERS.**

QUANTITY SOLD	_____
QUANTITY UNSOLD/VOID	_____
TOTAL	40

APPLICATIONS INVALID AFTER JANUARY 31, 2010

INSTRUCTIONS FOR ISSUANCE:

See inside back cover

INSTRUCTIONS FOR REMITTANCE:

See inside back cover

--

Front Cover

6

Enter the date issued in ink on the appropriate line below.

1. _____	21. _____
2. _____	22. _____
3. _____	23. _____
4. _____	24. _____
5. _____	25. _____
6. _____	26. _____
7. _____	27. _____
8. _____	28. _____
9. _____	29. _____
10. _____	30. _____
11. _____	31. _____
12. _____	32. _____
13. _____	33. _____
14. _____	34. _____
15. _____	35. _____
16. _____	36. _____
17. _____	37. _____
18. _____	38. _____
19. _____	39. _____
20. _____	40. _____

inside FC

7



Detailed description of Figure 1: The graph plots the percentage of total catch against the percentage of total effort for five fish species. The x-axis, labeled 'Percentage of total effort', ranges from 0 to 100. The y-axis, labeled 'Percentage of total catch', also ranges from 0 to 100. The species and their approximate curves are: Yellow perch (a steep curve starting at (0,0) and reaching 100% catch at about 20% effort), Rock bass (a curve reaching 100% catch at about 40% effort), White perch (a curve reaching 100% catch at about 60% effort), Striped bass (a curve reaching 100% catch at about 80% effort), and Rockfish (a curve reaching 100% catch at 100% effort).

Percentage of total effort	Yellow perch (%)	Rock bass (%)	White perch (%)	Striped bass (%)	Rockfish (%)
0	0	0	0	0	0
20	100	10	5	2	1
40	100	100	15	5	2
60	100	100	100	15	5
80	100	100	100	100	15
100	100	100	100	100	100

Hunter Information (Complete this entire section)

DRIVER'S LICENSE, DMV, OR DFG I.D. NUMBER												DMV STATE		DATE OF BIRTH						ARE YOU A CALIFORNIA RESIDENT?	
																				YES NO	
FIRST NAME														M.I.							
LAST NAME																					
MAILING ADDRESS																					
CITY																					
STATE		ZIP CODE				DAY TELEPHONE NUMBER															

2009/2010 HUNTING LICENSE NUMBER (MANDATORY) (YOU MAY NOT USE A TWO-DAY NONRESIDENT HUNTING LICENSE TO APPLY FOR DRAWINGS).

H 9

Enter hunt code and shoot date you wish to hunt. Use hunt codes and calendar on the back of application. (If you make a mistake, cross out the error and enter the correct choice.) A mobility impaired hunter may apply for a disabled accessible hunting site by entering the hunt code for the desired disabled accessible hunting site. See reverse for more information.

Hunt Code				Month		Date	

Regulations prohibit any person from filing more than one application for each area for each available shoot date. Violators will be prosecuted and barred from hunting on all areas for up to one year. (Sec. 551, Title 14, California Code of Regulations)

Signature—I hereby certify under penalty of perjury that this is the only application I have filed for this area for this date, and that all information on this application is true and correct.

X

Date:

Front App

8

HUNT CODES AND CALENDAR

IMPORTANT! Please read the 2009 regulation booklet, "Hunting and Other Public Uses on State and Federal Areas," for information on available hunt dates.

Sacramento Valley	
Hunt	Code #
Colusa	0301
Colusa Disabled	9301 ⁵ ♣
Delevan	0302
Delevan Disabled	9302 ♣
Gray Lodge	0303
Gray Lodge Disabled	9303 ♣
Grizzly Island	0304
Grizzly Island Disabled	9304 ♣
Howard Slough	0305
Howard Slough Disabled	9305 ♣
Joice Island	0306 ⁴
Little Dry Creek	0307
Little Dry Creek Disabled	9307 ♣
Sacramento	0308
Sacramento Disabled	9308 ♣
Sutter	0309
Yolo Bypass	0310
Yolo Bypass Disabled	9310 ♣
Llano Seco	0311
Stone Lakes NWR	0312 ¹

San Joaquin Valley	
Hunt	Code #
China Island	0201
Freitas Boat South	0202
Freitas Boat North	0203
Kern	0204 ¹
Kern Disabled	9204 ¹ ♣
Kesterson	0205
Kesterson Disabled	9205 ♣
Los Banos	0206
Los Banos Disabled	9206 ♣
Mendota	0207
Mendota Disabled	9207 ♣
Merced	0208 ¹
Merced Disabled	9208 ¹ ♣
Salt Slough	0209
Salt Slough Disabled	9209 ♣
San Luis	0210
Volta	0211
West Bear Creek	0212 ³
Gadwall Unit	0213
Gadwall Unit Disabled	9213 ♣

Northern California Type B Areas	
Hunt	Code #
Ash Creek	0401
Butte Valley	0402
Honey Lake - Dakin	0403
Honey Lake - Fleming	0404
Shasta Valley	0405 ²
Willow Creek	0406

Southern California	
Hunt	Code #
Baldwin Lake	0101 ¹
San Jacinto	0102 ¹
San Jacinto Disabled	9102 ¹ ♣
Wister	0103
Wister Disabled	9103 ♣

October (10) 2009							November (11) 2009							December (12) 2009							January (01) 2010						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5						1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30
																					31						

- ¹ Available only on Wednesdays and Saturdays. Reservations will be drawn for the first seven hunt days at Baldwin Lake only if the lake is open for hunting.
- ² Open during Northeastern zone season.
- ³ West Bear Creek will open for hunting on November 21, 2009.
- ⁴ Joice Island is scheduled to open on December 6, 2009 and is available on Sundays only.
- ⁵ Assigned pond - no blind.

APPLYING FOR DISABLED HUNTS

A mobility impaired hunter is defined as any person who has been issued one of the following:

- a Department of Motor Vehicles Disabled License Plate or Permanent Parking Placard Identification Card;
- a Disabled Veteran License Plate; or
- a Mobility Impaired Disabled Persons Motor Vehicle Hunting License.

A plastic "Disabled Parking Placard" may not be substituted for the required "Identification Card" which bears the name of the mobility impaired person. To apply for a disabled accessible hunt site, enter the hunt code for the desired disabled accessible hunting site and the month and date you wish to hunt. Hunters who apply for a disabled accessible hunt site on a given area may not apply for any other reservation draw for that area on that date.

EXAMPLE: To apply for the December 20 hunt date at Gray Lodge Disabled Site, enter the Hunt Code (9303), the month (12), and the date (20):

Hunt Code	Month	Date
9 3 0 3	1 2	2 0

Back App

9

INSTRUCTIONS FOR ISSUANCE

Upon receipt of \$1.30 NONREFUNDABLE application fee, issue one application to purchaser.

THERE ARE NO RESTRICTIONS REGARDING WHO MAY PURCHASE APPLICATIONS OR THE NUMBER OF APPLICATIONS EACH PERSON MAY PURCHASE.

ENTER DATE ISSUED IN APPROPRIATE SPACE ON INSIDE FRONT COVER.

GUIDELINES FOR LICENSE SALES AND REPORTING**All Agents**

All license items from one book must be completely sold before selling items from another book of the same type of license items.

Agents are responsible for the actions of their employees when issuing items or collecting fees from the sale of items.

Voided and/or unsold license items must be stapled to the original book the item was removed from to receive credit.

All license items must be returned to the Department within 60 days of the expiration date of the item.

No credit or refund will be given for expired items not returned within six months of the expiration date on the item.

Declarations for issuance of a hunting license must be attached to the book of hunting licenses from which the hunting license was issued.

SALES REPORTING REQUIREMENTS FOR AGENTS WITH CONSIGNMENT ACCOUNTS

Submit a sales report and remittance for completely sold books of items by the 20th of each month for sales from the previous month. The entire book must accompany the report.

Submit a sales report and remittance for all items including sold and unsold/voided items within 20 days after the expiration date of the items.

SALES REPORTING REQUIREMENTS FOR AGENTS WITH COLLECT ON DELIVERY (COD) ACCOUNTS

Return all sold book covers within six months of the item expiration date.

Submit a report with all unsold items within six months of the item expiration date to receive a credit or refund.

INSTRUCTIONS FOR REMITTANCE**For All Agents**

1. Money collected from the sale of Department items must be maintained and accounted for separately from other funds of the license agent.
2. The Department of Fish and Game has the authority to audit your account at any time and make a demand for payment of funds due to the Department.
3. The Department only accepts checks that are imprinted with a name and address.
4. Checks returned to the Department due to insufficient funds are subject to a \$30.00 return check fee.
5. You must submit written notification to the Department of Fish and Game, License and Revenue Branch, 1740 N. Market Blvd., Sacramento, CA 95834 if you have a change of address. Unless such written notification is received, you will be held responsible for all items sent to the name and address on file with the Department.
6. Accountability for items must be maintained, credit can be given only for unsold items which are returned as prescribed by law.

Inside Back Cover

10

SPECIFICATIONS FOR ONE-DAY TYPE A HUNTING AREA PERMIT (141) 3-13-08

- QUANTITY:** 54,000 permits; in books of 20 permits; 1 permit per page; 2,700 books total. Permits to be delivered only in the quantities specified (no shortages or overages) unless otherwise authorized in advance by the License and Revenue Branch (LRB). Payment will not be made for unauthorized overruns.
- FRONT & BACK COVERS:** 100 lb tag board. Size 3-3/8" x 6-1/2". Print outside front cover and inside front cover head to foot 2/2.
- PERMITS:** 100 lb tag board and print 2/2. One permit per page. Permit size: 3-3/8" x 5". Stub size 3-3/8" X 1 1/2" (remains in book).
- PERFORATIONS:** Perforate between binding margin with #5 slot starting with a notch on the left and right sides and between part 1 and part 2 of pass with #4 slot perforation.
- COLOR:** Background tinted with permanent, non-smearing, non-fading, waterproof **Red (PMS 1767U)**. Copy is to be printed in non-smearing, non-fading, waterproof Black.
- NUMBERING:** Books to be numbered 20090141-000001 to 20090141-002700; permits must reflect partial book number and be numbered individually -- 000001-01 to 000001-20. ORDER MUST NOT HAVE ANY NUMBERS MISSING
- BARCODE:** Barcode 39 is to be placed on front cover and should reflect book code, followed by a dash (-), and book number (20090141-000001). Number must also appear under barcode (reader friendly). Apply clear coating to barcode to resist moisture and abrasion. Background for barcode is to be white for easy wand reading.
- ASSEMBLY:** Books to be held together with two staples at top.
- PROOFS:** Call (916) 928-5842 before preparing any proofs. Complete detailed proofs are required within 14 days ARO. Proofs do not need to be finished size mock-ups. Artwork to appear on 8.5 x 11 single sheets is preferred and each page to be labeled accordingly (outside front cover, inside front cover, etc). Five black and white proofs and one color key. (This includes barcode sample, stock sample, proofs of copy located in the proper position, etc.) LRB will return proofs within 10 working days. Changes and additional proofs may be necessary
- PACKAGING:** To be shrink packed in plastic packets of not more than 50 books per packet and packets to be placed in cartons weighing not more than 40 pounds. Both packet and cartons to have beginning and ending numbers of contents on outside of cartons. Cartons to be put on pallets. All pallets must comply with the State of California specification 3990-01A-01, dated January 2001, for Size 2, Type 2 (42" x 42") and should not be taller than 52" in height (including pallet). Individual pallet weight not to exceed 1,500 pounds. Pallet with contents maximum height is 52".
- DELIVERY:** Specified delivery date is critical. If necessary in order to comply with that date, the vendor will be responsible for shipping the complete order via express mail at no additional cost to the State. Any variation in specifications must be approved by the LRB.

**CALIFORNIA
TYPE A HUNTING AREA
2009/2010 ONE-DAY ENTRY PERMIT
FEE \$17.50**

Book No. 20090141-002256

LICENSE AGENT

After book is completed, enter the quantity of permits sold and unsold/void. Send this book with the report.

QUANTITY SOLD _____

QUANTITY UNSOLD/VOID _____

TOTAL 20

PERMITS INVALID AFTER JANUARY 31, 2010

INSTRUCTIONS FOR ISSUANCE:

See inside back cover

INSTRUCTIONS FOR REMITTANCE:

See outside back cover

FC

12

ENTER THE DATE ISSUED IN INK
ON THE APPROPRIATE LINE BELOW.

1. _____	11. _____
2. _____	12. _____
3. _____	13. _____
4. _____	14. _____
5. _____	15. _____
6. _____	16. _____
7. _____	17. _____
8. _____	18. _____
9. _____	19. _____
10. _____	20. _____

Inside FC

13

TYPE A AREA ONE-DAY ENTRY PERMIT \$17.50

DATE ISSUED _____

HUNTING ASSIGNMENT _____

NAME _____

No. 002256 - 01

No. 002256 - 01

STATE OF CALIFORNIA
DEPARTMENT OF FISH AND GAME
TYPE A HUNTING AREA
2009/2010
ONE-DAY ENTRY PERMIT
FEE \$17.50

This permit allows bearer access to a State-controlled hunting area for purposes of hunting during legal waterfowl and pheasant hunting seasons on authorized hunt days, in accordance with the rules and regulations of the Fish and Game Commission.

H- 9

NAME _____

2009/2010 HUNTING LIC. NO. _____

VALID ON DATE ISSUED _____

HUNT ASSIGNMENT _____

HARVEST RECORD

DUCKS	M	F	GEESE	M	F
Mallard			Canada		
Gadwall			Cackler		
Wigeon			Aleutian		
Pintail			Snow		
Greenwing Teal			Ross		
Cinnamon Teal			White-Front		
Shoveler			OTHER		
Ring-neck			Snipe		
Ruddy			Pheasant		
Wood			Coot		

MUST BE RETURNED TO CHECK STATION BEFORE LEAVING AREA.
FAILURE TO DO SO MAY RESULT IN A CITATION.

License Front

IMPORTANT—BEFORE LEAVING AREA!

You **must** return this harvest record, including the number and species of all waterfowl and upland game birds taken, at the area check station before leaving. Failure to comply may result in a citation. The state reserves the right to refuse access to anyone and reject any person for disorderly conduct or any other reason that endangers the safety or welfare of the area, or other permittees. The decision of the authorized employee of the Department of Fish and Game shall be final. Waterfowl area passes and Federal and State Migratory Waterfowl stamps are required where applicable.

The Department of Fish and Game may close or restrict any portion of this state-controlled hunting area by legally posting notice.

The rules and regulations for the operation of this area are listed in regulation booklets and other information provided at checking stations.

NOTICE TO PERSONS HUNTING UNDER THE AUTHORITY OF A JUNIOR HUNTING LICENSE: Junior hunters or nonshooters must be accompanied in the field at all times by a responsible adult, 18 years of age or older. No adult shall be responsible for more than two junior hunters, nonshooters, or combination thereof.

VALID ONLY FOR PERSON TO WHOM
ISSUED ON AREA WHERE ISSUED

License Back

15

INSTRUCTIONS FOR ISSUING PERMITS

1. Issue permits to persons with valid California hunting licenses (junior license holders are exempt). Issue junior hunting license holders No-Fee Entry Permits.
2. Enter hunting license number in space provided on permit. (Name of permittee must be completed in ink before hunting.)
3. Enter date issued in space provided on permit and **in appropriate space on inside front cover of permit book.**
4. Remove permit from booklet.
5. Issue permits in consecutive order.
6. Do not make any corrections or erasures on permit. If a mistake is made, void permit and leave in book.
7. **IT IS FORBIDDEN BY LAW TO:**
 - A. Postdate, predate, or fail to date a permit.
 - B. Issue a receipt in lieu of permit.

Inside BC

16

INSTRUCTIONS FOR REMITTANCE

1. DFG offices are required to submit a report and remittance for sold permits by the 20th of each month. The entire front cover of each book reported must accompany the report.
2. Within 20 days after the expiration of the permit, a report and remittance is required covering all permits. All sold and unsold/void permits must be returned with this report.

outside BC

SPECIFICATIONS FOR TWO-DAY TYPE A HUNTING AREA PASS (142) 5-04-09

- QUANTITY:** 34,000 permits; in books of 20 permits; 1 permit per page; 1,700 books total. Permits to be delivered only in the quantities specified no shortages or overages) unless otherwise authorized in advance by the License and Revenue Branch (LRB). Payment will not be made for unauthorized overruns.
- FRONT & BACK COVERS:** 100 lb tag board and print 2/2. Size 3-3/8" x 5-1/2". Print outside front cover and inside front cover head to foot.
- PASSES:** 100 lb tag board. One, two-part pass per page. Pass size: 3-3/8" x 2-1/4". 1" Binding stub to remain. Two-part pass to have 1/16" border screened 30 percent in black.
- PERFORATIONS:** Perforate between binding margin with #5 slot starting with a notch on the left and right sides and between part 1 and part 2 of pass with #4 slot perforation.
- COLOR:** Background tinted with permanent, non-smearing, non-fading, waterproof **Purple (PMS 263U)**. Copy to be printed in non-smearing, non-fading, waterproof black ink.
- NUMBERING:** Books to be numbered 20090142-000001 to 20090142-001700 permits must reflect partial book number and be numbered individually - 000001-01 to 000001-20. ORDER MUST NOT HAVE ANY NUMBERS MISSING
- BARCODE:** Barcode 39 is to be placed on front cover and should reflect book code, followed by a dash (-), and book number (20090142-000001). Number must also appear under barcode (reader friendly). Apply clear coating to barcode to resist moisture and abrasion. Background for barcode to be white for easy wand reading.
- ASSEMBLY:** Books to be held together with two staples at top.
- PROOFS:** Call (916) 928-5842 before preparing any proofs. Complete detailed proofs are required within 14 days ARO. Proofs do not need to be finished size mock-ups. Artwork to appear on 8.5 x 11 single sheets is preferred and each page to be labeled accordingly (outside front cover, inside front cover, etc). Five black and white proofs and one color key. (This includes barcode sample, stock sample, proofs of copy located in the proper position, etc.) LRB will return proofs within 10 working days. Changes and additional proofs may be necessary
- PACKAGING:** To be shrink packed in plastic packets of not more than 50 books per packet and packets to be placed in cartons weighing not more than 40 pounds. Both packets and cartons to have beginning and ending numbers of contents on outside of cartons. Cartons are to be placed on pallets. All pallets must comply with the State of California specification 3990-01A-01, dated January 2001, for Size 2, Type 2 (42" x 42") and should not be taller than 52" in height (including pallet). Individual pallet weight not to exceed 1,500 pounds.
- DELIVERY:** Specified delivery date is critical. If necessary in order to comply with that date, the vendor will be responsible for shipping the complete order via express mail at no additional cost to the State. Any variation in specifications must be approved by the LRB.

CALIFORNIA
TYPE A HUNTING AREA
2009/2010 TWO-DAY PASS
FEE \$29.95
\$28.50 + \$1.45 Handling Charge
Book No. 20090142-000952

LICENSE AGENT

After book is completed, enter the quantity of
passes sold and unsold/void. Send this book with
the report.

QUANTITY SOLD _____

QUANTITY UNSOLD/VOID _____

TOTAL 20

PASSES INVALID AFTER JANUARY 31, 2010.**INSTRUCTIONS FOR ISSUANCE:**

See inside back cover

IMPORTANT—THIS IS A TWO-PART PASS.**DO NOT SEPARATE PARTS I AND II.**

FC

19

ENTER THE DATE ISSUED IN INK
ON THE APPROPRIATE LINE BELOW.

- | | |
|-----------|-----------|
| 1. _____ | 11. _____ |
| 2. _____ | 12. _____ |
| 3. _____ | 13. _____ |
| 4. _____ | 14. _____ |
| 5. _____ | 15. _____ |
| 6. _____ | 16. _____ |
| 7. _____ | 17. _____ |
| 8. _____ | 18. _____ |
| 9. _____ | 19. _____ |
| 10. _____ | 20. _____ |

DETACH HERE
GIVE ENTIRE PASS (PARTS I AND II) TO APPLICANT



No. 000952-01

STATE OF CALIFORNIA
DEPARTMENT OF FISH AND GAME
TYPE A HUNTING AREA
2009/2010

PART I
DAY 1
or 1st Person

TWO-DAY AREA PASS
FEE \$29.95 NONREFUNDABLE
PART I - VALID FOR FIRST OF TWO
SHOOT DAYS OR FIRST OF TWO PERSONS

THIS IS NOT A RESERVATION

This pass allows bearer(s) access to any Type A State-controlled hunting area, provided space is available, without further payment of any shooting fee, for purposes of hunting during legal waterfowl and pheasant hunting seasons on authorized hunt days, in accordance with the rules and regulations of the Fish and Game Commission. Bearer must have a valid California hunting license in possession when hunting.

DATE ISSUED _____ INVALID AFTER JAN. 31, 2010



No. 000952-01

STATE OF CALIFORNIA
DEPARTMENT OF FISH AND GAME
TYPE A HUNTING AREA
2009/2010

PART 2
DAY 2
or 2nd Person

TWO-DAY AREA PASS
FEE \$29.95 NONREFUNDABLE
PART II - VALID FOR SECOND OF TWO
SHOOT DAYS OR SECOND OF TWO PERSONS

THIS IS NOT A RESERVATION

This pass allows bearer(s) access to any Type A State-controlled hunting area, provided space is available, without further payment of any shooting fee, for purposes of hunting during legal waterfowl and pheasant hunting seasons on authorized hunt days, in accordance with the rules and regulations of the Fish and Game Commission. Bearer must have a valid California hunting license in possession when hunting.

DATE ISSUED _____ INVALID AFTER JAN. 31, 2010

INSTRUCTIONS FOR ISSUING PASSES

1. Issue passes to any person who is 16 years of age or older (junior license holders are exempt).
2. Enter date issued on parts I and II and in **appropriate space provided on inside front cover of pass book.**
3. **Remove entire two-part pass from book (Do not separate parts I and II).**
4. Issue passes in consecutive order.
5. Do not make any corrections or erasures on pass. If a mistake is made, void pass and leave in book.
6. IT IS FORBIDDEN BY LAW TO:
 - A. Postdate, predate, or fail to date a pass.
 - B. Issue a receipt in lieu of pass.

Inside BC

GUIDELINES FOR LICENSE SALES AND REPORTING

All Agents

All license items from one book must be completely sold before selling items from another book of the same type of license items.

Agents are responsible for the actions of their employees when issuing items or collecting fees from the sale of items.

Voided and/or unsold license items must be stapled to the original book the item was removed from to receive credit.

All license items must be returned to the Department within 60 days of the expiration date of the item.

No credit or refund will be given for expired items not returned within six months of the expiration date on the item.

Declarations for issuance of a hunting license must be attached to the book of hunting licenses from which the hunting license was issued.

Money collected from the sale of Department items must be maintained and accounted for separately from other funds of the license agent.

The Department has the authority to audit an agent's account at any time and make a demand for payment of funds due to the Department.

SALES REPORTING REQUIREMENTS FOR AGENTS WITH CONSIGNMENT ACCOUNTS

Submit a sales report and remittance for completely sold books of items by the 20th of each month for sales from the previous month. The entire book must accompany the report.

Submit a sales report and remittance for all items including sold and unsold/voided items within 20 days after the expiration date of the items.

SALES REPORTING REQUIREMENTS FOR AGENTS WITH COLLECT ON DELIVERY (COD) ACCOUNTS

Return all sold book covers within six months of the item expiration date.

Submit a report with all unsold items within six months of the item expiration date to receive a credit or refund.

outside BC

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SPECIFICATIONS FOR TYPE B HUNTING AREA SEASON PASS (143) 5-04-09

- QUANTITY:** 6,000 passes; in books of 5 passes; 1 pass per page; 1,200 books total. Passes to be delivered only in the quantities specified (no shortages or overages) unless otherwise authorized in advance by the License and Revenue Branch (LRB). Payment will not be made for unauthorized overruns.
- FRONT & BACK COVERS:** 100 lb tag board. Size 3-3/8" x 5-1/2". Print outside front cover and inside front cover head to foot 2/2.
- PASSES:** 100 lb tag board printed 2/2. One pass per page. Size: 3 3/8" x 3-1/4". (2-1/4" stub to remain).
- PERFORATIONS:** Perforate between binding margin with #4 slot.
- COLOR** Background tinted with permanent, non-smearing, non-fading, waterproof **Gray (PMS 435U)**. Copy to be printed in non-smearing, non-fading, waterproof black ink.
- NUMBERING:** Book covers to be numbered 20090143-000001 to 20090143-001200; passes must reflect partial book number and be numbered individually -- 000001-01 to 000001-05. ORDER MUST NOT HAVE ANY NUMBERS MISSING
- BARCODE:** Barcode 39 is to be placed on front cover and should reflect book code, followed by a dash (-), and book number (20090143-000001). Number must also appear under barcode (reader friendly). Apply clear coating to barcode to resist moisture and abrasion. Background for barcode to be white for easy wand reading.
- ASSEMBLY:** Books to be held together with two staples at top.
- PROOFS:** Call (916) 928-5842 before preparing any proofs. Complete detailed proofs are required within 14 days ARO. Proofs do not need to be finished size mock-ups. Artwork to appear on 8.5 x 11 single sheets is preferred and each page to be labeled accordingly (outside front cover, inside front cover, etc). Five black and white proofs and one color key. (This includes barcode sample, stock sample, proofs of copy located in the proper position, etc.) LRB will return proofs within 10 working days. Changes and additional proofs may be necessary
- PACKAGING:** To be shrink wrapped in plastic packets of not more than 50 books per packet and packets to be placed in cartons weighing not more than 40 pounds. Both packets and cartons to have beginning and ending number of contents on outside. Name of contents to be printed on outside of cartons as well as number of cartons per item (1 of 5, 2 of 5, 3 of 5, 4 of 5, etc). Cartons are to be put on pallets. All pallets must comply with the State of California specification 3990-01A-01, dated January 2001, for Size 2, Type 2 (42" x 42") and should not be taller than 52" in height (including pallet). Individual pallet weight not to exceed 1,500 lbs.
- DELIVERY:** Specified delivery date is critical. If necessary in order to comply with that date, the vendor will be responsible for shipping the complete order via express mail at no additional cost to the State. Any variation in specifications must be approved by the LRB.

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CALIFORNIA
TYPE B HUNTING AREA
2009/2010 SEASON PASS
FEE \$46.20
\$44.00 + \$2.20 Handling Charge
Book No. 20090143-000456

LICENSE AGENT

After book is completed, enter the quantity of
passes sold and unsold/void. Send this book with
the report.

QUANTITY SOLD _____

QUANTITY UNSOLD/VOID _____

TOTAL 5

PASSES INVALID AFTER JANUARY 31, 2010
INSTRUCTIONS FOR ISSUANCE:
See inside back cover

FC

25

ENTER THE DATE ISSUED AND THE NAME OF
THE PASSHOLDER IN INK ON THE APPROPRIATE
LINE BELOW.

DATE

NAME

1. _____
2. _____
3. _____
4. _____
5. _____

No. 000456-01

STATE OF CALIFORNIA
DEPARTMENT OF FISH AND GAME
TYPE B HUNTING AREA
2009/2010 SEASON PASS
NONREFUNDABLE FEE \$46.20

NOT VALID UNTIL FULLY COMPLETED IN INK

PRINT

NAME _____

ADDRESS _____

CITY/STATE _____ ZIP _____

2009/2010 CALIF HUNTING LIC. NO. H-9 DRIVER'S LIC. NO. _____

DATE ISSUED _____ INVALID AFTER JAN. 31, 2010

**NOTICE TO HUNTERS
THIS IS NOT A RESERVATION**

This pass allows bearer access to any TYPE B State-controlled hunting area, provided space is available, without further payment of any daily hunting fee, for purpose of hunting during legal waterfowl and pheasant hunting seasons on authorized hunt days, in accordance with the rules and regulations of the Fish and Game Commission.

Back License

INSTRUCTIONS FOR ISSUING PASSES

1. Issue passes to any person who is 16 years of age or older (junior license holders are exempt).
2. Have applicant complete pass information in ink.
3. Enter date issued in both: (a) space provided on pass; and (b) appropriate space provided on inside front cover of pass book.
4. Write the applicant's name in the space provided on the inside front cover of pass book.
5. Remove pass from book.
6. Issue passes in consecutive order.
7. Do not make any corrections or erasures on pass. If a mistake is made, void pass and leave in book.
8. IT IS FORBIDDEN BY LAW TO:
 - A. Postdate, predate, or fail to date a pass.
 - B. Issue a receipt in lieu of pass.

Inside BC

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GUIDELINES FOR LICENSE SALES AND REPORTING

All Agents

All license items from one book must be completely sold before selling items from another book of the same type of license items.

Agents are responsible for the actions of their employees when issuing items or collecting fees from the sale of items.

Voided and/or unsold license items must be stapled to the original book the item was removed from to receive credit.

All license items must be returned to the Department within 60 days of the expiration date of the item.

No credit or refund will be given for expired items not returned within six months of the expiration date on the item.

Declarations for issuance of a hunting license must be attached to the book of hunting licenses from which the hunting license was issued.

Money collected from the sale of Department items must be maintained and accounted for separately from other funds of the license agent.

The Department has the authority to audit an agent's account at any time and make a demand for payment of funds due to the Department.

SALES REPORTING REQUIREMENTS FOR AGENTS WITH CONSIGNMENT ACCOUNTS

Submit a sales report and remittance for completely sold books of items by the 20th of each month for sales from the previous month. The entire book must accompany the report.

Submit a sales report and remittance for all items including sold and unsold/voided items within 20 days after the expiration date of the items.

SALES REPORTING REQUIREMENTS FOR AGENTS WITH COLLECT ON DELIVERY (COD) ACCOUNTS

Return all sold book covers within six months of the item expiration date.

Submit a report with all unsold items within six months of the item expiration date to receive a credit or refund.

outside BC

SPECIFICATIONS FOR TYPE A HUNTING AREA SEASON PASS-144 (05-04-09)

QUANTITY: 9,000 passes; in books of 4 passes; 2 passes per page; 2,250 books total. Passes to be delivered only in the quantities specified (no shortages or overages) unless otherwise authorized in advance by the License and Revenue Branch (LRB). Payment will not be made for unauthorized overruns.

FRONT & BACK

COVERS: 100 lb tag board. Size 3-3/8" x 5-1/2". Print outside front cover and inside front cover head to foot 2/2.

PASSES: 100 lb tag board printed 2/2. Two passes per page.
Individual pass size: 3-3/8" x 2-3/8". Stub to remain 3/4".

PERFORATIONS: Perforate between binding margin with #4 slot and between passes with #5 slot perforation.

COLOR: Background tinted with permanent, non-smearing, non-fading, waterproof **Green (PMS 3385U)**. Copy to be printed in non-smearing, non-fading, waterproof black.

NUMBERING: Books to be numbered 20090144-000001 to 20090144-002250; passes must reflect partial book number and be numbered individually -- 000001-01 to 000001-04.
ORDER MUST NOT HAVE ANY MISSING NUMBERS.

BARCODE: Barcode 39 is to be placed on front cover and should reflect book code, followed by a dash (-), and book number (20090144-000001). Number must also appear under barcode (reader friendly). Apply clear coating to barcode to resist moisture and abrasion. Background for barcode to be white for easy wand reading.

ASSEMBLY: Books to be held together with two staples a top

PROOFS: Call (916) 928-5842 before preparing any proofs. Complete detailed proofs are required within 14 days ARO. Proofs do not need to be finished size mock-ups. Artwork to appear on 8.5 x 11 single sheets is preferred and each page to be labeled accordingly (outside front cover, inside front cover, etc). Five black and white proofs and one color key. (This includes barcode sample, stock sample, proofs of copy located in the proper position, etc.) LRB will return proofs within 10 working days. Changes and additional proofs may be necessary

PACKAGING: To be shrink packed in plastic packets of not more than 50 books per packet and packets to be placed in cartons weighing not more than 40 pounds. Both packets and cartons to have beginning and ending number of contents on outside. Name of contents to be printed on outside of cartons. Cartons are to be put on pallets. All pallets must comply with the State of California specification 3990-01A-01, dated January 2001, for Size 2, Type 2 (42" x 42") and should not be taller than 52" in height (including pallet). Individual pallet weight not to exceed 1,500 pounds.

DELIVERY: Specified delivery date is critical. If necessary in order to comply with that date, the vendor will be responsible for shipping the complete order via express mail at no additional cost to the State. Any variation in specifications must be approved by the LRB.

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CALIFORNIA
TYPE A HUNTING AREA
2009/2010 SEASON PASS
FEE \$138.85
\$132.25 + 6.60 Handling Charge
Book No. 20090144-001115

LICENSE AGENT

After book is completed, enter the quantity of
passes sold and unsold/void. Send this book with
the report.

QUANTITY SOLD _____

QUANTITY UNSOLD/VOID _____

TOTAL 4

PASSES INVALID AFTER JANUARY 31, 2010
INSTRUCTIONS FOR ISSUANCE:
See inside back cover

32

ENTER THE DATE ISSUED AND THE NAME OF
THE PASSHOLDER IN INK ON THE APPROPRIATE
LINE BELOW.

DATE

NAME

1. _____
2. _____
3. _____
4. _____

No. 0001115-02



STATE OF CALIFORNIA
DEPARTMENT OF FISH AND GAME
TYPE A HUNTING AREA
2009/2010 SEASON PASS
NONREFUNDABLE FEE \$138.85
NOT VALID UNTIL FULLY COMPLETED IN INK

PRINT

NAME _____

ADDRESS _____

CITY/STATE _____

ZIP _____

2009/2010 CALIF

HUNTING LIC. NO H-9

DRIVER'S

LIC. NO. _____

DATE ISSUED _____

INVALID AFTER JAN. 31, 2010

No. 0001115-01



STATE OF CALIFORNIA
DEPARTMENT OF FISH AND GAME
TYPE A HUNTING AREA
2009/2010 SEASON PASS
NONREFUNDABLE FEE \$138.85
NOT VALID UNTIL FULLY COMPLETED IN INK

PRINT

NAME _____

ADDRESS _____

CITY/STATE _____

ZIP _____

2009/2010 CALIF

HUNTING LIC. NO H-9

DRIVER'S

LIC. NO. _____

DATE ISSUED _____

INVALID AFTER JAN. 31, 2010

34

**NOTICE TO HUNTERS
THIS IS NOT A RESERVATION**

This pass allows bearer access to any TYPE A or TYPE B State-controlled hunting area, provided space is available, without further payment of any daily hunting fee, for purpose of hunting during legal waterfowl and pheasant hunting seasons on authorized hunt days, in accordance with the rules and regulations of the Fish and Game Commission.

**NOTICE TO HUNTERS
THIS IS NOT A RESERVATION**

This pass allows bearer access to any TYPE A or TYPE B State-controlled hunting area, provided space is available, without further payment of any daily hunting fee, for purpose of hunting during legal waterfowl and pheasant hunting seasons on authorized hunt days, in accordance with the rules and regulations of the Fish and Game Commission.

35

INSTRUCTIONS FOR ISSUING PASSES

1. Issue passes to any person who is 16 years of age or older (junior license holders are exempt).
2. Have applicant complete pass information in ink.
3. Enter date issued in both: (a) space provided on pass; and (b) appropriate space provided on inside front cover of pass book.
4. Write the applicant's name in the space provided on the inside front cover of pass book.
5. Remove pass from book.
6. Issue passes in consecutive order.
7. Do not make any corrections or erasures on pass. If a mistake is made, void pass and leave in book.
8. IT IS FORBIDDEN BY LAW TO:
 - A. Postdate, predate, or fail to date a pass.
 - B. Issue a receipt in lieu of pass.

36

GUIDELINES FOR LICENSE SALES AND REPORTING**All Agents**

All license items from one book must be completely sold before selling items from another book of the same type of license items.

Agents are responsible for the actions of their employees when issuing items or collecting fees from the sale of items.

Voided and/or unsold license items must be stapled to the original book the item was removed from to receive credit.

All license items must be returned to the Department within 60 days of the expiration date of the item.

No credit or refund will be given for expired items not returned within six months of the expiration date on the item.

Declarations for issuance of a hunting license must be attached to the book of hunting licenses from which the hunting license was issued.

Money collected from the sale of Department items must be maintained and accounted for separately from other funds of the license agent.

The Department has the authority to audit an agent's account at any time and make a demand for payment of funds due to the Department.

SALES REPORTING REQUIREMENTS FOR AGENTS WITH CONSIGNMENT ACCOUNTS

Submit a sales report and remittance for completely sold books of items by the 20th of each month for sales from the previous month. The entire book must accompany the report.

Submit a sales report and remittance for all items including sold and unsold/voided items within 20 days after the expiration date of the items.

SALES REPORTING REQUIREMENTS FOR AGENTS WITH COLLECT ON DELIVERY (COD) ACCOUNTS

Return all sold book covers within six months of the item expiration date.

Submit a report with all unsold items within six months of the item expiration date to receive a credit or refund.

37

SPECIFICATIONS FOR WATERFOWL APPLICATION-149 (5-04-09)

- QUANTITY:** 70,000 applications; in books of 20; 3,500 books.
Applications to be delivered only in the quantities specified (no shortages or overages) unless otherwise authorized in advance by the License and Revenue Branch (LRB). Payment will not be made for unauthorized overruns.
- COVERS:** Front, 32 lb ledger, 8.5" x 6.25", prints 2/2. Barcode 39 is to be placed on front cover and should reflect book code, followed by a dash (-), and book number (20070149-500001). Number must also appear under barcode (reader friendly). Apply clear coating to barcode to resist moisture and abrasion. Background for barcode to be white for easy wand reading.
Back cover, 8.5" x 11", prints 2/1
- APPLICATION:** 32 lb ledger. Size: 8.5" x 11" (prints 2/2)
- PERFORATION:** #4 horizontal perforation 1/2" from top of application.
- COLOR:** Background of cover and application tinted **Green (PMS 3375U)**.
- NUMBERING:** Book covers: 20090149-500001 to 20090149-503500.
Applications: Must reflect partial book number and be numbered individually WC50000101 to WC50000120, WC50000201 to WC50000220, etc. The application number must be printed in barcode form and placed in a white box where indicated. **ORDER MUST NOT HAVE ANY NUMBERS MISSING.**
- PROOFS:** Call (916) 928-5842 before preparing any proofs. Complete detailed proofs are required within 14 days ARO. Proofs do not need to be finished size mock-ups. Artwork to appear on 8.5 x 11 single sheets is preferred and each page to be labeled accordingly (outside front cover, inside front cover, etc). Five black and white proofs and one color key. (This includes barcode sample, stock sample, proofs of copy located in the proper position, etc.) LRB will return proofs within 10 working days. Changes and additional proofs may be necessary
- PACKAGING:** To be shrink packed in plastic packets of not more than 20 books per packet and packets to be placed in cartons weighing not more than 40 lbs. Both packets and cartons to have beginning and ending number of contents on outside. Cartons are to be placed on wooden pallets. All pallets must comply with the State of California specification 3990-01A-01, dated January 2001, for Size 2, Type 2 (42" x 42") and should not be taller than 52" in height (including pallet). Individual pallet weight is not to exceed 1,500 pounds.
- DELIVERY:** Specified delivery date is critical. If necessary in order to comply with that date, the vendor will be responsible for shipping the complete order via express mail at no additional cost to the State. Any variation in specifications must be approved by the License and Revenue Branch.

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**2009/2010 CALIFORNIA FIVE-CHOICE APPLICATION
TO HUNT ON STATE-OPERATED WILDLIFE AREA****Fee \$6.55 (\$6.25 + \$.30 Handling Charge)****Book No.
20090149-500000****LICENSE AGENT****After book is completed, enter the quantity of applications sold and
unsold/void. SEND THIS BOOK WITH THE REPORT - NO CREDIT
WILL BE GIVEN FOR UNSOLD APPLICATIONS RETURNED
WITHOUT BOOK COVERS.**

QUANTITY SOLD	_____
QUANTITY UNSOLD/VOID	_____
TOTAL	20

APPLICATIONS INVALID AFTER JANUARY 31, 2010**INSTRUCTIONS FOR ISSUANCE:****See inside back cover****INSTRUCTIONS FOR REMITTANCE:****See inside back cover**

--

Enter the date issued in ink on the appropriate line below.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
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10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____
18. _____
19. _____
20. _____



Circumstances	Percentage
Self Defense	85%
To Protect Others	75%
To Retaliate	65%
To Punish	55%
To Establish Authority	45%

Hunter Information (Complete this entire section)

DRIVER'S LICENSE, DMV, OR DFG I.D. NUMBER												DMV STATE		DATE OF BIRTH						ARE YOU A CALIFORNIA RESIDENT?	
																				YES NO	
FIRST NAME														M.I.							
LAST NAME																					
MAILING ADDRESS																					
CITY																					
STATE		ZIP CODE				DAY TELEPHONE NUMBER															

2009/2010 HUNTING LICENSE NUMBER (MANDATORY) (YOU MAY NOT USE A TWO-DAY NONRESIDENT HUNTING LICENSE TO APPLY FOR DRAWINGS).

H

Enter hunt codes and shoot dates you wish to hunt. Use hunt codes and calendar on the back of application. (If you make a mistake, cross out the error and enter the correct choice.) A mobility impaired hunter may apply for a disabled accessible hunting site by entering the hunt code for the desired disabled accessible hunting site. See reverse for more information.

Hunt Code	Month	Date

Regulations prohibit any person from filing more than one application for each area for each available shoot date. Violators will be prosecuted and barred from hunting on all areas for up to one year. (Sec. 551, Title 14, California Code of Regulations)

Signature—I hereby certify under penalty of perjury that this is the only application I have filed for these areas for these dates, and that all information on this application is true and correct.

X

Date:

HUNT CODES AND CALENDAR

IMPORTANT! Please read the 2009 regulation booklet, "Hunting and Other Public Uses on State and Federal Areas," for information on available hunt dates.

Sacramento Valley	
Hunt	Code #
Colusa	0301
Colusa Disabled	9301 ⁵ ♢
Delevan	0302
Delevan Disabled	9302 ♢
Gray Lodge	0303
Gray Lodge Disabled	9303 ♢
Grizzly Island	0304
Grizzly Island Disabled	9304 ♢
Howard Slough	0305
Howard Slough Disabled	9305 ♢
Joice Island	0306 ⁴
Little Dry Creek	0307
Little Dry Creek Disabled	9307 ♢
Sacramento	0308
Sacramento Disabled	9308 ♢
Sutter	0309
Yolo Bypass	0310
Yolo Bypass Disabled	9310 ♢
Llano Seco	0311
Stone Lakes NWR	0312 ¹

San Joaquin Valley	
Hunt	Code #
China Island	0201
Freitas Boat South	0202
Freitas Boat North	0203
Kern	0204 ¹
Kern Disabled	9204 ¹ ♢
Kesterson	0205
Kesterson Disabled	9205 ♢
Los Banos	0206
Los Banos Disabled	9206 ♢
Mendota	0207
Mendota Disabled	9207 ♢
Merced	0208 ¹
Merced Disabled	9208 ¹ ♢
Salt Slough	0209
Salt Slough Disabled	9209 ♢
San Luis	0210
Volta	0211
West Bear Creek	0212 ³
Gadwall Unit	0213
Gadwall Unit Disabled	9213 ♢

Northern California Type B Areas	
Hunt	Code #
Ash Creek	0401
Butte Valley	0402
Honey Lake - Dakin	0403
Honey Lake - Fleming	0404
Shasta Valley	0405 ²
Willow Creek	0406

Southern California	
Hunt	Code #
Baldwin Lake	0101 ¹
San Jacinto	0102 ¹
San Jacinto Disabled	9102 ¹ ♢
Wister	0103
Wister Disabled	9103 ♢

October (10) 2009							November (11) 2009							December (12) 2009							January (01) 2010						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7	6	7	8	9	10	11	12						1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	13	14	15	16	17	18	19	3	4	5	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	20	21	22	23	24	25	26	10	11	12	13	14	15	16
18	19	20	21	22	23	24	22	23	24	25	26	27	28	27	28	29	30	31			17	18	19	20	21	22	23
25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30
																					31						

- ¹ Available only on Wednesdays and Saturdays. Reservations will be drawn for the first seven hunt days at Baldwin Lake only if the lake is open for hunting.
- ² Open during Northeastern zone season.
- ³ West Bear Creek will open for hunting on November 21, 2009.
- ⁴ Joice Island is scheduled to open on December 6, 2009 and is available on Sundays only.
- ⁵ Assigned pond - no blind.

APPLYING FOR DISABLED HUNTS

A mobility impaired hunter is defined as any person who has been issued one of the following:

- a Department of Motor Vehicles Disabled License Plate or Permanent Parking Placard Identification Card;
- a Disabled Veteran License Plate; or
- a Mobility Impaired Disabled Persons Motor Vehicle Hunting License.

A plastic "Disabled Parking Placard" may not be substituted for the required "Identification Card" which bears the name of the mobility impaired person. To apply for a disabled accessible hunt site, enter the hunt code for the desired disabled accessible hunting site and the month and date you wish to hunt. Hunters who apply for a disabled accessible hunt site on a given area may not apply for any other reservation draw for that area on that date.

EXAMPLE: To apply for the December 20 hunt date at Gray Lodge Disabled Site, enter the Hunt Code (9303), the month (12), and the date (20):

Hunt Code	Month	Date
9 3 0 3	1 2	2 0

42

INSTRUCTIONS FOR ISSUANCE

Upon receipt of \$6.55 NONREFUNDABLE application fee, issue one application to purchaser.

THERE ARE NO RESTRICTIONS REGARDING WHO MAY PURCHASE APPLICATIONS OR THE NUMBER OF APPLICATIONS EACH PERSON MAY PURCHASE.

ENTER DATE ISSUED IN APPROPRIATE SPACE ON INSIDE FRONT COVER.

GUIDELINES FOR LICENSE SALES AND REPORTING**All Agents**

All license items from one book must be completely sold before selling items from another book of the same type of license items.

Agents are responsible for the actions of their employees when issuing items or collecting fees from the sale of items.

Voided and/or unsold license items must be stapled to the original book the item was removed from to receive credit.

All license items must be returned to the Department within 60 days of the expiration date of the item.

No credit or refund will be given for expired items not returned within six months of the expiration date on the item.

Declarations for issuance of a hunting license must be attached to the book of hunting licenses from which the hunting license was issued.

SALES REPORTING REQUIREMENTS FOR AGENTS WITH CONSIGNMENT ACCOUNTS

Submit a sales report and remittance for completely sold books of items by the 20th of each month for sales from the previous month. The entire book must accompany the report.

Submit a sales report and remittance for all items including sold and unsold/voided items within 20 days after the expiration date of the items.

SALES REPORTING REQUIREMENTS FOR AGENTS WITH COLLECT ON DELIVERY (COD) ACCOUNTS

Return all sold book covers within six months of the item expiration date.

Submit a report with all unsold items within six months of the item expiration date to receive a credit or refund.

INSTRUCTIONS FOR REMITTANCE**For All Agents**

1. Money collected from the sale of Department items must be maintained and accounted for separately from other funds of the license agent.
2. The Department of Fish and Game has the authority to audit your account at any time and make a demand for payment of funds due to the Department.
3. The Department only accepts checks that are imprinted with a name and address.
4. Checks returned to the Department due to insufficient funds are subject to a \$30.00 return check fee.
5. You must submit written notification to the Department of Fish and Game, License and Revenue Branch, 1740 N. Market Blvd., Sacramento, CA 95834 if you have a change of address. Unless such written notification is received, you will be held responsible for all items sent to the name and address on file with the Department.
6. Accountability for items must be maintained, credit can be given only for unsold items which are returned as prescribed by law.

SPECIFICATIONS FOR NO FEE ENTRY PERMIT (HARVEST RECORD)

- QUANTITY:** 125,000 permits; in books of 25 permits; 1 permit per page; 5,000 books total. Permits to be delivered only in the quantities specified (no shortages or overages) unless otherwise authorized in advance by the License and Revenue Branch (LRB). Payment will not be made for unauthorized overruns.
- PERMITS:** 100 lb tag board. Permit overall size: 3" x 7 1/4" (includes 3" x 3/16" stub to remain).
- COVER:** No front and back covers.
- COLOR:** Background tinted with permanent, non-smearing, non-fading, waterproof **Yellow Card Stock**. Copy to be printed in non-smearing, non-fading, waterproof Black.
- NUMBERING:** Permits to be numbered each 000001-000025, 000026-000050, through last book 124976-125000. Number is printed twice per permit. ORDER MUST NOT HAVE ANY NUMBERS MISSING.
- PERFORATIONS:** Perforate between binding margin with #4 slot and between passes with #5 slot perforation.
- ASSEMBLY:** Books to be held together with two staples at top.
- PROOFS:** Complete detailed proofs are required within 14 days ARO. (This includes color key, stock sample, proofs of copy located in the proper position, etc). Artwork to appear on 8.5 x 11 single sheets is preferred and each page to be labeled accordingly (outside front cover, inside front cover, etc). One complete set of color key and five complete sets of black and white copies. LRB will return proofs within 10 Working days. Changes and additional proofs may be necessary.
- PACKAGING:** To be shrink packed in plastic packets of not more than 10 books per packet and packets to be placed in cartons weighing not more than 40 pounds. Both packets and cartons to have beginning and ending number of contents on outside. Name of contents to be printed on outside of cartons. Cartons to be put on pallets. All pallets must comply with the State of California specification 3990-01A-01, dated January 2001, for Size 2, Type 2 (42" x 42") and should not be taller than 52" in height (including pallet). Individual pallet weight not to exceed 1,500 pounds.
- DELIVERY:** Specified delivery date is critical. If necessary in order to comply with that date, the vendor will be responsible for shipping the complete order via express mail at no additional cost to the State. Any variation in specifications must be approved by the License and Revenue Branch.

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PERMIT TYPE

No.

☐ SEASON PERMIT☐ TWO DAY PERMIT☐ JUNIOR (No Fee)

X

SIGNATURE OF LEGALLY RESPONSIBLE ADULT

DATE OF ISSUE

HUNTING ASSIGNMENT

NAME

No.

STATE OF CALIFORNIA
DEPARTMENT OF FISH AND GAME
STATE-CONTROLLED HUNTING AREA

NO FEE ENTRY PERMIT

For use with prepaid season passes, two-day passes or when
no permit is required.

NAME

HUNTING LIC. NO.

VALID ON DATE OF ISSUE

HUNT ASSIGNMENT

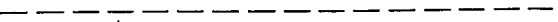
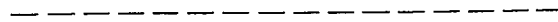
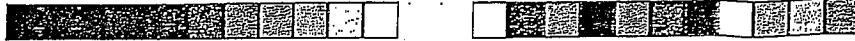
HARVEST RECORD

DUCKS	M	F	GEESE	M	F
Mallard			Canada		
Gadwall			Cackler		
Wigeon			Aleutian		
Pintail			Snow		
Greenwing Teal			Ross		
Cinnamon Teal			White-front		
Shoveler			Other		
Ring-neck			Snipe		
Ruddy			Pheasant		
Wood			Coot		

MUST BE RETURNED TO CHECK STATION
BEFORE LEAVING AREA. FAILURE TO DO SO MAY
RESULT IN A CITATION.

Front

45



**IMPORTANT
READ BEFORE HUNTING**

This permit allows access to a State-controlled hunting area for purpose of hunting during legal waterfowl or pheasant hunting season on authorized hunt days, in accordance with the regulations of the Fish and Game Commission. Hunters are required to report the number and species of all waterfowl and upland game birds taken to the check station manager or his/her representative before leaving the area.

The state reserves the right to refuse access to anyone and to eject any person for disorderly conduct or any other reason that endangers the safety or welfare of the area, or other permittees. The decision of the authorized employee of the Department of Fish and Game shall be final.

Waterfowl area permits, deer tags, or Federal and State Migratory Waterfowl stamps are required where applicable.

Any portion of this state-controlled hunting area may be closed or restricted by the Department of Fish and Game by legally posting notice of the same.

The rules and regulations for operation of this area are listed in regulation booklets and other information provided at checking stations.

NOTICE TO PERSONS HUNTING UNDER THE AUTHORITY OF A JUNIOR HUNTING LICENSE: Junior hunters or nonshooters must be accompanied in the field at all times by a responsible adult, 18 years of age or older. No adult shall be responsible for more than two junior hunters, nonshooters, or combination thereof.

FG 385 (4/04)



Back

46

SPECIFICATIONS FOR CALIFORNIA DUCK STAMP (118) 05-04-09

QUANTITY: 140,000 stamps; in books of 20; 5 stamps per page; 4 pages per book; 7,000 books total. Stamps to be delivered only in the quantities specified (no shortages or overages) unless otherwise authorized in advance by the License and Revenue Branch (LRB). Payment will not be made for unauthorized overruns.

STAMPS: Size: 2" x 1-7/16". Stamps to be made from 60 lb Kromekote, with water activated gum adhesive. Image/artwork to be provided to the vendor on disk or electronic file. Printing of duck stamps shall be offset color press.

FRONT & BACK

COVER: 6-point bleached sulphite. Size: 2" x 8". Print outside front cover and inside front cover head to foot (Prints 2/2). Disk for front and back cover supplied by LRB (Mac format).

COLOR: Background of covers to be tinted **Purple (PMS 256 u)**. Copy on covers and stamps to be in black ink. All inks for copy, tint and artwork to be permanent, non-smearing, non-fading and waterproof.

PERFORATION: Perforate between each stamp with slot perforations.

BARCODE: **Barcode 39** is to be placed on front cover and should reflect book code, followed by a dash (-), and book number (20090118-000001). Number must also appear under the barcode (reader friendly). Apply clear coating to barcode to resist moisture and abrasion. Background for barcode to be white for easy wand reading.

NUMBERING: Books to be numbered 20090118-000001 to 20090118-007000. Stamps must reflect partial book number and be numbered individually - 000001-01 to 000001-20 on the front and will be decided at final proof stage. Spray varnish on stamp serial numbers to protect numbers from rubbing off.

ORDER MUST NOT HAVE ANY MISSING NUMBERS.

ASSEMBLY: Books to be held together with two staples at top.

PROOFS: Call (916) 928-5842 before preparing any proofs. Complete detailed proofs are required within 10 business days ARO. Proofs do not need to be finished size mock-ups. Artwork to appear on 8.5 x 11 single sheets is preferred and each page to be labeled accordingly (118-outside front cover, 118-inside front cover, etc). Five black and white proofs and one color key. (This includes barcode sample, stock sample, proofs of copy located in the proper position, etc.) LRB will return proofs within 10 business days. Changes and additional proofs may be necessary

PACKAGING: To be shrink packed in plastic packets of not more than 50 books per packet and packets to be placed in cartons weighing not more than 40 pounds. Packets and cartons to have beginning and ending numbers of contents on outside. Name of contents to be printed on outside of cartons in one inch letters. Cartons to be put on pallets. All pallets must comply with the State of California specification 3990-01A-01, dated January 2001, for Size 2, Type 2 (42" x 42") and should not be taller than 52" in height (including pallet). Individual pallet weight not to exceed 1,500 pounds. Pallet with contents maximum height is 52". Cartons to be put on pallets (Size #2, Type 2, 42" X 42") not weighing more than 1,500 lbs.

DELIVERY: Delivery date is 07/09/2009. If necessary in order to comply with that date, vendor will be responsible for shipping the complete order via express mail at no additional cost to the State. Any variation in specifications must be approved by LRB.

2009-2010
CALIFORNIA
DUCK STAMPS

BOOK NO.

20090118-007516

Fee \$17.85

\$17.00 + \$.85

HANDLING FEE

LICENSE AGENT

After book is completed, enter the
quantity of stamps sold and
unsold/void. Send this book with
the report.

QUANTITY SOLD _____

QUANTITY UNSOLD/VOID _____

TOTAL 20

INSTRUCTIONS FOR ISSUANCE:

See inside back cover

INSTRUCTIONS FOR REMITTANCE:

See outside back cover

Stamps Invalid After

June 30, 2010

FC

48

Enter the date issued in ink
on the appropriate line
below.

1. _____
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.....
California Duck Stamp

\$17.⁸⁵
2009/2010 007516-05
.....
California Duck Stamp

\$17.⁸⁵
2009/2010 007516-04
.....
California Duck Stamp

\$17.⁸⁵
2009/2010 007516-03
.....
California Duck Stamp

\$17.⁸⁵
2009/2010 007516-02
.....
California Duck Stamp

\$17.⁸⁵
2009/2010 007516-01
.....

stamp front

50

**INSTRUCTIONS
FOR ISSUANCE**

Every person must have a current California duck stamp permanently affixed to his/her hunting license when hunting any migratory bird, Except:

1. Persons with a valid California junior hunting license, or
2. Persons hunting only snipe, coot, gallinule, dove, or band-tailed pigeon.

There is no limit on the number of duck stamps one person may purchase. Issuance is not limited to licensed hunters.

Stamp collectors may purchase additional stamps by sending a written request and a check or money order (\$17.00 for each stamp requested) to the Department of Fish and Game, License and Revenue Branch, 1740 N. Market Blvd., Sacramento, CA 95834.

Inside BC

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**GUIDELINES FOR LICENSE
SALES AND REPORTING****All Agents**

All license items from one book must be completely sold before selling items from another book of the same type of license items.

Agents are responsible for the actions of their employees when issuing items or collecting fees from the sale of items.

Voided and/or unsold license items must be stapled to the original book the item was removed from to receive credit.

All license items must be returned to the Department within 60 days of the expiration date of the item.

No credit or refund will be given for expired items not returned within six months of the expiration date on the item.

Declarations for issuance of a hunting license must be attached to the book of hunting license from which the hunting license was issued.

Money collected from the sale of Department items must be maintained and accounted for separately from other funds of the license agent.

The Department has the authority to audit an agent's account at any time and make a demand for payment of funds due to the Department.

**SALES REPORTING
REQUIREMENTS FOR AGENTS
WITH CONSIGNMENT
ACCOUNTS**

Submit a sales report and remittance for completely sold books of items by the 20th of each month for sales from the previous month. The entire book must accompany the report.

Submit a sales report and remittance for all items including sold and unsold/voided items within 20 days after the expiration date of the items.

**SALES REPORTING
REQUIREMENTS FOR AGENTS
WITH COLLECT ON DELIVERY
(COD) ACCOUNTS**

Return all sold book covers within six months of the item expiration date.

Submit a report with all unsold items within six months of the item expiration date to receive a credit or refund.

out side BC

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California Disabled Veteran Business Enterprise Program Requirements

(REV. 9-15-03) (OSP - 6/09/08)

This DVBE packet has been customized for use on Office of State Publishing contracts only.

AUTHORITY. The Disabled Veteran Business Enterprise (DVBE) Participation Goal Program for state contracts is established in Public Contract Code (PCC), Section 10115 et seq., Military and Veterans Code, Section 999 et seq. and California Code of Regulations, Title 2 (2CCR), Section 1896.60 et seq.

The minimum DVBE participation percentage is 3% for this solicitation unless another percentage is specified in the solicitation.

INTRODUCTION. The bidder must document at least one of the options (A or B) in this document to comply with this solicitation's DVBE program requirements. Bids or proposals (hereafter called "bids") that fail to fully document one of the DVBE program requirements options shall be considered non-responsive and ineligible for award.

All information submitted by the intended awardee to comply with this solicitation's DVBE requirements will be verified by the State. If evidence of an alleged violation is found during the verification process, the State shall initiate an investigation with this information in accordance with the requirements of the Public Contract Code, Section 10115, et seq. and the Military and Veterans Code, Section 999 et seq. and follow the investigatory procedures required by the California Code of Regulations, Section 1896.80.

Only State of California, Office of Small Business and DVBE Certification certified DVBEs who perform a commercially useful function relevant to this solicitation may be used to satisfy the DVBE program requirements. The criteria for performing a commercially useful function are contained on page 5, Resources & Information and California Code of Regulations, Title 2, Section 1896.61(l). Verify each DVBE subcontractor's/supplier's certification with the Office of Small Business and DVBE Certification Section to ensure DVBE eligibility.

To meet the DVBE program requirements, bidders must complete and fully document at least one of the following compliance options:
Option A - Commitment to full DVBE participation - For a bidder who is a DVBE or who is able to meet the commitment to use identified DVBE(s) to fulfill the full DVBE participation goal.
Option B - Good Faith Effort - For a bidder documenting its completed effort, made prior to the bid due date, to obtain DVBE participation that may result in partial or no DVBE participation.

PLEASE READ ALL INSTRUCTIONS CAREFULLY. These instructions contain information about the DVBE program requirements, bidder responsibilities, and requirements for performing and documenting each of the three available options as detailed below. Bidders are responsible for thorough review and compliance with these instructions. Document your option selection on the attached STD Form 840, Documentation of Disabled Veteran Business Enterprise Program Requirements.

OPTION A – COMMITMENT -- Commit to meet or exceed the DVBE participation requirement in this solicitation by either Method A1 or A2. Bidders must document DVBE participation commitment by completing and submitting the attached STD 840. Failure to complete and submit STD 840 (Side 1) as instructed shall render your bid non-responsive.

The bidder must provide, prior to contract award, a written agreement signed by the bidder and each proposed DVBE subcontractor. The written agreement will include the DVBE scope of work, work to be performed by the DVBE, term of intended subcontract with the DVBE, anticipated dates the DVBE will perform required work, rate and conditions of payment, total amount of contract to be paid to the DVBE, and the percentage of the entire contract that will be awarded to the DVBE, with each DVBE subcontractor. If this information is contained in the bidder's DVBE written agreement of intent, the agreement may be attached to the STD 840. If further verification is necessary, the state will obtain additional information to verify the above requirements.

Method A1. Certified DVBE bidder:

- a. Commit to performing at least 3% of the contract bid amount (unless otherwise specified) with your firm or in combination with other DVBE(s).
- b. Document DVBE participation on STD 840 (Side 1) and attach a copy of all applicable certifications.
- c. A DVBE bidder working in combination with other DVBEs shall be requested to submit proof of its commitment by submitting a written agreement with the DVBE(s) identified in its bid's STD 840. When requested, the written agreement must be submitted to the address or facsimile number specified and within the timeframe identified in the notification. Failure to submit the requested written agreement as specified may be grounds for bid rejection.

Method A2. Non-DVBE bidder:

- a. Commit to using certified DVBE(s) for at least 3% (unless otherwise specified) of the bid amount.
- b. When a bidder commits to less than the required 3% DVBE participation or its commitment may fall below 3% if specific line items/groups are not selected for award, then Option B, Good Faith Effort must be completed in addition to Option A, Commitment.
- c. Document DVBE participation on STD 840 (Side 1) and attach a copy of the DVBE's certification.
- d. Prior to contract award, a bidder is to submit proof of their commitment by submitting a written agreement with the DVBE(s) identified in its bid's STD 840. The awarding department contracting official named in this solicitation will contact each listed DVBE, by mail, fax or telephone, for verification of the bidder's submitted DVBE information. The written agreement must be submitted to the address or facsimile number specified and within the timeframe identified in the notification. Failure to submit the written agreement as specified may be grounds for bid rejection.

OPTION B – GOOD FAITH EFFORT (GFE) performance and documentation requirements must be completely satisfied prior to bid submission if you are unable to obtain and commit to the full DVBE participation percentage goal (Option A). Perform and document the following Steps 1, 2, 4 and 5 on both sides of the attached STD 840 form. Failure to perform and document GFE Steps 1, 2, 4 & 5 as instructed, which includes properly completing and submitting both sides of STD 840, shall result in your bid being deemed non-responsive.

Step 1 Awarding Department - Contact the department's contracting official named in this solicitation to identify interested DVBEs. You must fully document this contact and describe the results on STD 840 (Side 2).

Step 2 Other State and Federal Agencies, and Local Organizations

STATE Contact the Department of General Services, Procurement Division's (DGS-PD) Office of Small Business and DVBE Certification (OSDC) to obtain a list of certified DVBEs by telephone at (916) 322-5060 for the 24-hour automated telephone system or (916) 375-4940 for the receptionist during normal business hours. This information can also be obtained by searching the online database at <http://www.pd.dgs.ca.gov/smbus>. Begin by selecting Certified Firm Inquiry Services, then search by using either the Keyword Search or the Standard Query options. You must fully document this contact and describe the results on STD 840 (Side 2).

FEDERAL Search the U.S. Small Business Administration's (SBA) online database (Pro-Net) at <http://www.pro-net.sba.gov> to identify potential DVBEs. Select these minimum options in the following sequence: select Search Database; select CA under "State"; select Service Disabled Veteran under "Other Ownership Data"; and "Search Using These Criteria" at the page bottom. The database takes a few moments to query, and then your list will appear on your screen. You may select other criteria to focus your search. You must fully document this contact and describe the results on STD 840 (Side 2).

LOCAL Contact at least one local DVBE organization to identify DVBEs. For a list of local DVBE organizations, please refer to the DVBE Resource Packet that may be accessed online (<http://www.pd.dgs.ca.gov/smbus> - select "DVBE Resource Packet") or obtain a hardcopy by requesting it from DGS-PD Office of Small Business and DVBE Outreach and Education (see the Resources & Information page). You must fully document your contact with local DVBE organizations and describe the results on STD 840 (Side 2).

Step 3 Advertisements are mandatory unless waived by the awarding department.

ONLY THE BIDDER'S REQUIREMENT OF HAVING TO ADVERTISE IN A TRADE AND FOCUSED PAPER FOR THIS PARTICULAR PROJECT HAS BEEN WAIVED DUE TO TIME CONSTRAINTS. EITHER A GOOD FAITH EFFORT (GFE) OR A MINIMUM OF 3% DVBE PARTICIPATION IS STILL REQUIRED.

Step 4 Invitations to Participate

Who: Invite (solicit) DVBEs who can provide relevant goods and/or services to this solicitation to subcontract with you. Conducting Steps 1 through 3 produces a list of DVBEs from which you may choose potential DVBEs subcontractors/suppliers to contact. Bidders are advised to contact as many DVBEs (who provide relevant goods and/or services in the applicable location(s)) as possible. Non-California-certified DVBEs are not eligible -- please refer those DVBEs to the OSDC to learn about certification (see the Resources & Information page for contact information).

FOR WHAT: Solicit DVBEs for goods and/or services relevant to the state's solicitation. If you are unable to identify specific portion(s) of the proposed contract to subcontract, the state encourages bidders to avoid making a predetermination that no DVBEs are able to perform without first contacting and soliciting participation from them. This allows DVBEs to respond whether they can or cannot provide any goods or services related to the solicitation, and provides a bidder with responses for consideration.

HOW TO INVITE & CONTENT REQUIREMENTS: Written invitations are required. At a minimum, invitations must contain all of the following: (1) company name; (2) contact name; (3) address; (4) phone and facsimile (if applicable) numbers; (5) return e-mail address (if applicable); (6) the state's solicitation number; (7) goods and/or services for which the state is soliciting; (8) location of work; and (9) the State's bid(s) due date and/or your due date for receiving DVBE responses.

WHEN: Provide DVBE's with a reasonable time period to receive and respond to your invitation, and to be considered by you for participation as described in Step 5, prior to your bid submission.

DOCUMENT & SUBMIT: Bidders must document the completed contacts on STD 840 (Side 1), Section A. Attach additional copies of STD 840A as necessary to list your DVBE contacts. You are required to attach a copy of: (1) each invitation or offer sent by letter, fax or e-mail; and (2) confirmation of transmittal or delivery. Your bid shall be considered non-responsive if it fails to include copies of the written invitations and delivery confirmations.

Step 5 Consider all responding DVBEs for contract participation. Consideration must be based on business needs for the contract and the same evaluation criteria must be applied to each potential DVBE subcontractor/supplier offering the same goods and services. You must document on STD 840 (Side 1), Section A any firm(s) selected for participation; or if not selected, the reason for non-selection. Attach additional copies of STD 840A as necessary to list all of your DVBE contacts.

- 6. DISABLED VETERAN BUSINESS ENTERPRISE (DVBE) INCENTIVE PROGRAM:** In accordance with Section 999.5(a) of the Military and Veterans Code an incentive will be given to bidders who provide DVBE participation. For evaluation purposes only, the State shall apply an incentive to bids that propose California certified DVBE participation as identified on the Bidder's Std. 840 of the DVBE packet and confirmed by the State. The incentive amount for awards based on low price will vary in conjunction with the percentage of DVBE participation. The following percentages will apply for the award based on low price.

Confirmed DVBE Participation of:	DVBE Incentive:
3% & Above	5%
2% up to 2.99%	3%
1% up to 1.99%	1%

As applicable: (1) Awards based on low price - the net bid price of responsive bids will be reduced (for evaluation purposes only) by the amount of DVBE incentive as applied to the lowest responsive net bid price. If the #1 ranked responsive, responsible bid is a California certified small business, the only bidders eligible for the incentive will be California certified small businesses. The incentive adjustment for awards based on low price cannot exceed 5% or \$100,000, whichever is less, of the #1 ranked net bid price. When used in combination with a preference adjustment, the cumulative adjustment amount cannot exceed \$100,000.

7. PREFERENCE PROGRAMS

For bids in the amount of \$100,000 and over, the following preference programs apply if your firm is qualified:

- Small Business preference - www.pd.dgs.ca.gov *
- Target Area Contract Preference Act (TACPA) - www.pd.dgs.ca.gov/disputes
- Local Agency Military Base Recovery Area (LAMBRA) Act - www.pd.dgs.ca.gov/disputes
- Enterprise Zone Act (EZA) - www.osmb.dgs.ca.gov/eza/program.htm

* The preference for Item a) above applies to all projects no matter what dollar amount.

RESOURCES AND INFORMATION

For assistance in preparing a responsive participation document, **contact the contracting official at the awarding department for this solicitation, which is DeDe Seda E-mail: DeDe.Seda@dgs.ca.gov**

The **advertisement requirement** is waived for this particular solicitation.

Federal - U.S. Small Business Administration (SBA) <i>Internet contact only – see instructions for website navigation</i> PRONET Database: http://dsbs.sba.gov/dsbs/search/dsp_dsbs.cfm	FOR: Service-Disabled Veteran-owned businesses in California (Remember to verify each DVBE's California certification.)
Local Organizations (see the DVBE Resource Packet available from DGS-PD DVBE Program Section listed below)	FOR: List of potential DVBE subcontractors
DGS-PD Office of Small Business and DVBE Certification (OSDC) 707 Third Street, Room 400, West Sacramento, CA 95605 Website: http://www.pd.dgs.ca.gov/smbus 24-hour automated information & document requests: Receptionist: (916) 375-4940 Fax: (916) 375-4950	FOR: Directory of Certified DVBEs Certification Applications Certification Information Certification Status, Concerns
DGS-PD Office of Small Business and DVBE Outreach and Education 707 Third Street, 2 nd Floor, West Sacramento, CA 95605 Voice, 8 am—5 pm: (800) 559-5529 Fax: (916) 375-4597	FOR: DVBE Program Participation Requirements DVBE Program Info. and Statewide Policy DVBE Resource Packet DVBE Business Utilization Plan Small Business/DVBE Advocates

Commercially Useful Function Definition

California Code of Regulations, Title 2, § 1896.61(l):

The term "DVBE contractor, subcontractor or supplier" means any person or entity that satisfies the ownership (or management) and control requirements of Section 1896.61(f); is certified in accordance with Section 1896.70; and provides services or goods that contribute to the fulfillment of the contract requirements by performing a commercially useful function. A DVBE contractor, subcontractor or supplier is considered performing a commercially useful function when it meets the following criteria:

- (1) The business concern is: responsible for the execution of a distinct element of the work of the contract; carrying out its obligation by actually performing, managing or supervising the work involved; and performing work that is normal for its business services and functions, and
- (2) The business concern is not further subcontracting a greater portion of the work than would be expected by normal industry practices.

DOCUMENTATION OF DISABLED VETERAN BUSINESS ENTERPRISE PROGRAM REQUIREMENTS

STD 840 (REV. 9-15-2003)

Designation Of Option Check the appropriate box(es) to indicate the option(s) with which you choose to comply, complete the applicable sections and attach the required supporting documentation. You are advised to read all instructions carefully prior to completing this form. Remember that only California certified DVBEs who can provide related goods and/or services may be used to satisfy these program solicitation requirements.

☐ **OPTION A – I commit to meeting the full DVBE contract participation requirement.**

Complete STD 840, Section A.

☐ **OPTION B – I performed and documented a Good Faith Effort (GFE) in an attempt to obtain DVBE participation.**

Complete STD 840, Section A (for GFE Steps 4 & 5) and STD 840 (REVERSE), Section B (for GFE Steps 1–3).

A. Full information must be provided.

For contract participation commitment, at least one DVBE must be listed. DVBEs must perform a commercially useful function. List the specific goods and/or services with the dollar and/or percentage value(s) that the DVBE(s) commit(s) to provide and the DVBE's tier (prime contractor = 0, subcontractor to prime contractor = 1, subcontractor to Tier 1 subcontractor = 2, etc.). If both the estimated dollar amount and percentage are listed, the higher value supercedes. Attach additional pages to list all other DVBE subcontractors/suppliers (you may use STD 840A). During contract performance, all requests for substituting named DVBEs must be made in accordance with the provisions of California Code of Regulations, Title 2, Section 1896.64(c).

For Good Faith Effort (GFE), use this section to document your first completed contacts with (Step 4), and consideration of (Step 5), relevant DVBEs. Business reasons for non-selection must be documented. Attach additional pages to list all other DVBE contacts (you may use STD 840A). Copies of all written invitations and delivery confirmations must also be attached and submitted with the bid.

BOTH SECTIONS MUST BE COMPLETED FOR GOOD FAITH EFFORT	AT LEAST ONE DVBE MUST BE NAMED FOR PARTICIPATION	Date Contacted / /	DVBE Company Name (If you are the Prime and a DVBE enter your name, otherwise enter the solicited subcontractor.)				
		DVBE Contact Name & Reference #	Telephone Number ()	Fax Number ()	E-mail (if available)		
		Street Address, City, State and Zip Code					
		☐ Yes, I am, or I will subcontract with, the listed DVBE to provide the following goods and/or services: Specific Goods and/or Services <table border="1" style="width: 100%;"> <tr> <td>Estimated \$ and/or % \$ or %</td> <td>Tier</td> </tr> </table>				Estimated \$ and/or % \$ or %	Tier
		Estimated \$ and/or % \$ or %	Tier				
		☐ No, I am unable to subcontract with the DVBE for the following business reasons: 					
BOTH SECTIONS MUST BE COMPLETED FOR GOOD FAITH EFFORT	AT LEAST ONE DVBE MUST BE NAMED FOR PARTICIPATION	Date Contacted / /	DVBE Company Name				
		DVBE Contact Name	Telephone Number ()	Fax Number ()	E-mail (if available)		
		Street Address, City, State and Zip Code					
		☐ Yes, I will subcontract with the listed DVBE to provide the following goods and/or services: Specific Goods and/or Services <table border="1" style="width: 100%;"> <tr> <td>Estimated \$ and/or % \$ or %</td> <td>Tier</td> </tr> </table>				Estimated \$ and/or % \$ or %	Tier
		Estimated \$ and/or % \$ or %	Tier				
		☐ No, I am unable to subcontract with the DVBE for the following business reasons: 					

ATTACH ADDITIONAL PAGES (OR USE STD 840A) TO LIST ALL OTHER DVBE CONTACTS

Go to Side 2, Section B to continue Good Faith Effort documentation ð

ADDITIONAL DISABLED VETERAN BUSINESS ENTERPRISE CONTACTS

STD 840A (EST. 9-15-2003)

B. Documentation of Good Faith Effort Steps 1, 2 and 3—Remember to carefully read all instructions prior to completing this form. Please refer to the Resources & Information page for detailed contact information.

STEP 1. Contact the Awarding Department (the contracting official listed below) to identify potential DVBE subcontractors/suppliers, and document this contact as required.

Date / /	Contact Name DeDe Seda, Contract Manager PREFER E-mail: DeDe.Seda@dgs.ca.gov	FAX Number (916) 322-3763
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Describe Result

STEP 2. Contact all of the following and document your contacts as required: Other state and federal agencies and local organizations to identify potential DVBE subcontractors/suppliers.

A. Other State Agency – Procurement Division, Office of Small Business and DVBE Certification (Certification Office)

PHONE CONTACT OR ONLINE SEARCH	Date / /	Telephone Number (916) 322-5060 (916) 375-4940	Contact Name	☐ I contacted the Certification Office for a list of California certified DVBEs.
	Date / /	Internet Address http://www.pd.dgs.ca.gov/smbus		☐ I searched the Certification Office's online database to identify California certified DVBEs.

Describe Result

B. Federal Agency – U.S. Small Business Administration (SBA) online database

Date / /	Internet Address This is the specific link to Fed Gov site. http://dsbs.sba.gov/dsbs/search/dsp_dsbs.cfm	☐ I searched the federal online database for California DVBEs.
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Describe Result

C. Local DVBE Organizations – Contact at least one local DVBE organization—refer to the DVBE Resource Packet for a list of acceptable contacts. (<http://www.pd.dgs.ca.gov/smbus> - select “DVBE Resource Packet”)

Date / /	Organization Name	Contact Name	Telephone Number and/or Internet Address () http://www .
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Describe Result

Date / /	Organization Name	Contact Name	Telephone Number and/or Internet Address () http://www .
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Describe Result

STEP 3.

ONLY THE BIDDER'S REQUIREMENT OF HAVING TO ADVERTISE IN A TRADE AND FOCUSED PAPER FOR THIS PARTICULAR PROJECT HAS BEEN WAIVED DUE TO TIME CONSTRAINTS. EITHER A GOOD FAITH EFFORT (GFE) OR A MINIMUM OF 3% DVBE PARTICIPATION IS STILL REQUIRED.

ADDITIONAL DISABLED VETERAN BUSINESS ENTERPRISE CONTACTS

STD 840A (EST. 9-15-2003)

NOTICE: BE SURE TO INCLUDE THE WRITTEN SOLITICATION WITH YOUR DVBE DOCUMENTATION.

Date Contacted / /	DVBE Company Name
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DVBE Contact Name	Telephone Number ()	Fax Number ()	E-mail (if available)
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Street Address, City, State and Zip Code

OR	☐ Yes, I will subcontract with the listed DVBE to provide the following goods and/or services:		
	Specific Goods and/or Services	Estimated \$ and/or % \$ or %	Tier
	☐ No, I am unable to subcontract with the DVBE for the following business reasons:		

Date Contacted / /	DVBE Company Name
-----------------------	-------------------

DVBE Contact Name	Telephone Number ()	Fax Number ()	E-mail (if available)
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Street Address, City, State and Zip Code

OR	☐ Yes, I will subcontract with the listed DVBE to provide the following goods and/or services:		
	Specific Goods and/or Services	Estimated \$ and/or % \$ or %	Tier
	☐ No, I am unable to subcontract with the DVBE for the following business reasons:		

Date Contacted / /	DVBE Company Name
-----------------------	-------------------

DVBE Contact Name	Telephone Number ()	Fax Number ()	E-mail (if available)
-------------------	-------------------------	-------------------	-----------------------

Street Address, City, State and Zip Code

OR	☐ Yes, I will subcontract with the listed DVBE to provide the following goods and/or services:		
	Specific Goods and/or Services	Estimated \$ and/or % \$ or %	Tier
	☐ No, I am unable to subcontract with the DVBE for the following business reasons:		

Date Contacted / /	DVBE Company Name
-----------------------	-------------------

DVBE Contact Name	Telephone Number ()	Fax Number ()	E-mail (if available)
-------------------	-------------------------	-------------------	-----------------------

Street Address, City, State and Zip Code

OR	☐ Yes, I will subcontract with the listed DVBE to provide the following goods and/or services:		
	Specific Goods and/or Services	Estimated \$ and/or % \$ or %	Tier
	☐ No, I am unable to subcontract with the DVBE for the following business reasons:		

ADDITIONAL DISABLED VETERAN BUSINESS ENTERPRISE CONTACTS

STD 840A (EST. 9-15-2003) (REVERSE)

Continuation from Section A, STD 840 in case there are additional contacts to list.

Date Contacted / /	DVBE Company Name
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DVBE Contact Name	Telephone Number ()	Fax Number ()	E-mail (if available)
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Street Address, City, State and Zip Code

OR	☐ Yes, I will subcontract with the listed DVBE to provide the following goods and/or services:		
	Specific Goods and/or Services	Estimated \$ and/or % \$ or %	Tier
	☐ No, I am unable to subcontract with the DVBE for the following business reasons:		

Date Contacted / /	DVBE Company Name
-----------------------	-------------------

DVBE Contact Name	Telephone Number ()	Fax Number ()	E-mail (if available)
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Street Address, City, State and Zip Code

OR	☐ Yes, I will subcontract with the listed DVBE to provide the following goods and/or services:		
	Specific Goods and/or Services	Estimated \$ and/or % \$ or %	Tier
	☐ No, I am unable to subcontract with the DVBE for the following business reasons:		

Date Contacted / /	DVBE Company Name
-----------------------	-------------------

DVBE Contact Name	Telephone Number ()	Fax Number ()	E-mail (if available)
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Street Address, City, State and Zip Code

OR	☐ Yes, I will subcontract with the listed DVBE to provide the following goods and/or services:		
	Specific Goods and/or Services	Estimated \$ and/or % \$ or %	Tier
	☐ No, I am unable to subcontract with the DVBE for the following business reasons:		

Date Contacted / /	DVBE Company Name
-----------------------	-------------------

DVBE Contact Name	Telephone Number ()	Fax Number ()	E-mail (if available)
-------------------	-------------------------	-------------------	-----------------------

Street Address, City, State and Zip Code

OR	☐ Yes, I will subcontract with the listed DVBE to provide the following goods and/or services:		
	Specific Goods and/or Services	Estimated \$ and/or % \$ or %	Tier
	☐ No, I am unable to subcontract with the DVBE for the following business reasons:		

DVBE Program Requirements Supplier Checklist

Please do not submit this checklist with your bid. It is just your personal worksheet. Checking every box of your elected compliance option does not guarantee that your bid will be evaluated compliant.

☐ **OPTION A: COMMITMENT TO DVBE CONTRACT PARTICIPATION**

- ☐ STD 840 included with bid
- ☐ DVBE Written Agreement
- ☐ Designated the Commitment Option – Checked the first box
- ☐ Listed at least one California certified DVBE subcontractor
- ☐ Checked the box(es) for “Yes ...”
- ☐ Listed specific goods and/or services DVBE(s) agrees to provide
- ☐ Proposed DVBE contract performance is a “commercially useful function” relevant to the contract
- ☐ Listed the estimated dollar amount and/or percentage of contract for the DVBE’s participation
- ☐ Proposed DVBE participation meets the 3% requirement (unless a different percentage is specified)
- ☐ Attached a copy of the DVBE’s certification letter from the Department of General Services

☐ **OPTION B: GOOD FAITH EFFORT (GFE)**

- ☐ STD 840 included with bid
- ☐ Designated the GFE Option – Checked the second box
- ☐ (Step 4) Listed all DVBEs contacted and invited to perform on the proposed contract
- ☐ Confirmed that listed DVBEs are California certified
- ☐ Attached copies of the invitations sent to the listed DVBEs
- ☐ Invitations included the required contact information
- ☐ Attached copies of the delivery confirmations for invitations to DVBEs (e.g. mail receipts, fax confirmations, etc.)
- ☐ (Step 5) Checked the “No” boxes and listed the business reasons for non-selection of DVBEs contacted
- ☐ (Step 1) Contacted the Awarding Department and listed contact and results
- ☐ (Step 2) Contacted Other State agency (Office of Small Business and DVBE Certification) and listed the contact and results
- ☐ (Step 2) Searched the Federal Pro-net internet database and noted the results
- ☐ (Step 2) Contacted Local DVBE Organization(s) and listed the contact and results
- ☐ ~~(Step 3) Advertised – IF NOT WAIVED~~ **ADVERTISEMENT WAIVED**
 - ~~— Listed full information for the advertisement(s) and publication(s)~~
 - ~~— [2 ads in one trade and in one DVBE focus publication; OR 1 ad in one dual-purpose publication]~~
- ☐ ~~Attached a copy of the advertisement(s)~~
- ☐ ~~The advertisement(s) were published at least 14 days prior to the bid due date~~
- ☐ ~~The advertisement(s) included my required contact information~~

Question and Answers for Bid #OSP 114363 - 2009 Waterfowl Order

OVERALL BID QUESTIONS

Question 1

Where do we find the specifications for the forms? Quantity, Size, stock, colors, etc. (Submitted: May 27, 2009 11:58:54 AM PDT)

Answer

- Please download the attachment file....there are 88 pages attached for the complete job specifications. (Answered: May 27, 2009 12:07:21 PM PDT)

Question Deadline: Jun 8, 2009 2:30:00 PM PDT