



THE CITY OF LA HABRA HEIGHTS
FIRE DEPARTMENT

INVITATION FOR BID
SPECIFICATION 2012-04

FOR:
FIRE HOSE

Issue Date: March 29, 2012

Notice is hereby given that sealed bids will be received at the City Clerk's office of the City of La Habra Heights until 2:00 P.M. on **Thursday, April 19th, 2012**, at which time they will be publicly opened, read and published to the city's website (www.lhhcity.org) for the furnishing and delivering of Fire Hose. Please carefully read and follow the instructions. **Bids shall be presented in a sealed envelope and be clearly marked with the words "FIRE HOSE BID, SPECIFICATION 2012-04" and the bid submittal deadline date on the outside and mailed or delivered to:**

City of La Habra Heights
City Clerk's Office
1245 North Hacienda Road
La Habra Heights, CA 90631
Attn: Grace Andres

Phone: (562) 694-6302
Fax: (562) 694-4410
E-Mail: GraceA@LhhCity.org

NO ORAL, TELEPHONIC, ELECTRONIC (E-MAIL), OR FACSIMILE BIDS OR MODIFICATIONS WILL BE CONSIDERED. BIDS RECEIVED AFTER THE BID SUBMITTAL DEADLINE WILL BE REJECTED REGARDLESS OF POSTMARK DATE AND WILL BE RETURNED TO THE BIDDER UNOPENED.

BID SUBMITTAL DEADLINE: 2:00 P.M., THURSDAY, APRIL 19, 2012

BIDS WILL BE CONSIDERED LATE WHEN THE OFFICIAL CITY HALL TIME CLOCK READS 2:01 P.M.

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SECTION 1
TECHNICAL SPECIFICATIONS

These specifications describe the requirements for Fire Hose. The items specified are to be placed into service by the La Habra Heights Fire Department. All fire hose to be stenciled to read "LHHFD" four feet (4') from each end, and all male couplings to be stamped to read "LHHFD" .

The items furnished are to comply with any Federal, State or Local standards which may regulate the design, manufacture or use of this equipment. The specifications for the Fire Hose represent features best suited to the intended use of the equipment. As part of this bid, bidder must provide an exception page for each item bid listing any exception(s) taken to the requirements and assume full responsibility to meet the specification.

Item	Description	Quantity
1.	1.75" x 50' Key Fire - #DN17-800Y-50-ARN Magnum Double Jacket, Yellow 6.6 Nylon Premium Attack Hose 1.5" NST Aluminum Couplings	30
2.	2.5" x 50' Key Fire - #DN25-800Y-50-ARN Magnum Double Jacket, Yellow 6.6 Nylon Premium Attack Hose 2.5" NST Aluminum Couplings	30
3.	2.5" x 16' Key Fire - #DN25-800Y-16-ARN Magnum Double Jacket, Yellow 6.6 Nylon Premium Attack Hose 2.5" NST Aluminum Couplings	4
4.	4" x 50' Key Fire - #DP40-600Y-50-ARN Big 10 Double Jacket, Yellow All Polyester Rubber Lined Fire Hose 4" NST Aluminum Couplings	10

- | | | |
|----|---|----|
| 5. | 4" x 16'
Key Fire - #DP40-600Y-16-ARN
Big 10 Double Jacket, Yellow
All Polyester Rubber Lined Fire Hose
4" NST Aluminum Couplings | 3 |
| | | |
| 6. | 1" x 100'
Key Fire - #SP10-600PU-Y-100-ARN
Forestry Type II -187 Single Jacket, Yellow
All Polyester Heavy Duty Lightweight Polyurethane Lined Fire Hose
1" NST Aluminum Couplings | 6 |
| | | |
| 7. | 1.5" x 100'
Key Fire - # SP15-600PU-Y-100-ARN
Forestry Type II -187 Single Jacket, Yellow
All Polyester Heavy Duty Lightweight Polyurethane Lined Fire Hose
1.5" NST Aluminum Couplings | 20 |
| | | |
| 8. | 1.5" x 50'
Key Fire - # SP15-600PU-Y-50-ARN
Forestry Type II -187 Single Jacket, Yellow
All Polyester Heavy Duty Lightweight Polyurethane Lined Fire Hose
1.5" NST Aluminum Couplings | 6 |

SECTION 2
INVITATION FOR BID CALENDAR AND CHECKLIST

1. Calendar

- | | |
|---|----------------|
| a. Availability of Invitation for Bid | March 29, 2012 |
| b. Submittal of Questions / Corrections – Section 3.2 | April 12, 2012 |
| c. Closing Date for Invitation for Bid – Section 3.3 | April 19, 2012 |

2. Submittal Checklist

- | | | |
|-----------------------|--------------|---------------|
| a. Signature Sheet | Attachment A | Section 3.1.a |
| b. Bid Cost Sheet | Attachment B | Section 3.1.a |
| c. Reference List | Attachment C | Section 3.4 |
| d. Subcontractor List | Attachment D | Section 4.18 |

SECTION 3 INSTRUCTIONS FOR SUBMITTING BIDS

1. Bid Submittal

- a. Bid must be submitted on the form(s) provided herein, also to be made available at the City Clerk's Office, 1245 North Hacienda Road, La Habra Heights, CA 90631. All items shall be filled in and the signatures of all persons signing shall be written and printed in longhand. All bids submitted must have a signature sheet (**Attachment A**) dated and completed with the firm's name and signed by a duly authorized officer of the firm.

The bid cost sheet (**Attachment B**) is to be completed, signed and returned with bid submittal.

Bids not submitted on the form(s) provided may not be considered by the Fire Department.

- b. All bids shall be presented in a sealed envelope, clearly identified on the outside to read:
- Name of the bidder
 - Address of the bidder
 - RE: FIRE HOSE BID
 - Specification 2012-04
 - Bid Submittal Deadline Date and Time
- c. Please submit **one (1) original signature hard copy** to be signed in blue ink (original copies marked as such) and **one (1) copy**.
- d. All bids shall remain firm for at least forty-five (45) calendar days after Bid Submittal Deadline unless otherwise specified. Within forty-five (45) calendar days after the Bid Submittal Deadline opening, a purchase order and/or a contract may be awarded by the City to the lowest responsible bidder, as it may deem proper in its absolute discretion. The time for awarding a purchase order and/or a contract may be extended at the sole discretion of the City, if required to evaluate bids or for such other purposes as the City may determine, unless the bidder objects to such extension in writing with their bid.
- e. All prices shall be bid **F.O.B. DESTINATION** only.
- f. Mistakes must be corrected and the correction inserted; correction must be initialed in blue ink by the person signing the bid.
- g. Bidder shall be able to withdraw their bid at any time prior to the Bid Submittal Deadline. After the bid submittal deadline, the bidder shall not be relieved of its bid without the consent of the City, nor shall any change in the bid be made because of a mistake. The City may allow a bidder to withdraw a bid because of a mistake only when the bidder has notified the City in writing within five (5) work days following the bid opening, specifying in detail how the mistake occurred, and has established to the satisfaction of the City that: (1) a mistake was made; (2) the mistake made the bid materially different from what the bidder intended; and (3) the mistake was made in filling out the bid and

was not due to an error in judgment nor to carelessness in inspecting the site nor in reading the plans or specifications.

- h. The submission of a bid shall be considered an agreement to all the terms, conditions, and specifications provided herein and in the various bid documents, unless specifically noted otherwise in the bid.

2. **Interpretation, Corrections and Addenda**

The Bidder must carefully examine the specifications, terms and conditions provided in the Invitation For Bid and become fully informed as to the requirements set forth therein. If anyone planning to submit a bid discovers any ambiguity, conflict, discrepancy, omission or error in the bid, has any questions in relationship to the requirements as specified in Section 1, or any other related matters, they shall immediately notify the contact person as shown on the "Cover Sheet" of such concern in writing and request clarification or modification of the document(s) no later than the deadline as set forth herein:

Deadline for submission of questions: **April 12, 2012**

No further requests for clarification or objections to the bid will be accepted or considered after this date. Any change in the bid will be made only by written addendum, issued by Carl Vos to each firm in receipt of the Invitation for Bid and shall be incorporated in the bid.

The Bidder shall sign and date the addendum and submit same with the bid. **Any oral communication by the City's designated contact person or any other City staff member concerning this proposal is not binding on the City and shall in no way modify this proposal or the obligations of the City or any Bidders.**

3. **Bid Submittal Deadline**

The bid must be received at City Hall by 2:00 P.M. local time on **Thursday, April 19, 2012**. For the purposes of this bid, the time specified will be as defined by the Date/Time machine located in City Hall, 1245 Hacienda Road, La Habra Heights, California 90631. **BIDS RECEIVED AFTER THIS DEADLINE WILL BE REJECTED REGARDLESS OF POSTMARK DATE AND WILL BE RETURNED TO THE BIDDER UNOPENED.**

Without law or policy to the contrary, if the bidder took reasonable steps to submit the bid in due time, and failure of the bid to be on hand at the time of closing was not the result of negligence or other fault of the bidder, but was the result of negligence by the City, the City reserves the right to accept such a bid.

4. **References**

Provide a list of at least three (3) customer references (**Attachment C**), which you have sold or are currently selling similar items/services.

5. **Specific Compliance**

All bidders will be required to abide by all applicable Federal and State laws and regulations.

SECTION 4 GENERAL TERMS AND CONDITIONS

1. Bid Rejection/Waiver of Informalities

THE CITY RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS OR ANY PART THEREOF, TO WAIVE ANY INFORMALITIES IN THE BID AND MINOR IRREGULARITIES, TECHNICAL DEFECTS OR CLERICAL ERRORS.

The City's decision shall be final. The City's waiver of an immaterial defect shall in no way modify the bid documents or excuse the bidder from full compliance with its specifications if the bidder is awarded the bid.

2. Condition of Equipment Bid

If equipment is proposed, it is to be the newest and latest model in current production. Used, re-manufactured, shopworn, demonstrator, prototype or discontinued models are not acceptable unless otherwise stipulated under this bid.

3. Brand Names

Manufacturers' brand names and model numbers, when used, are for reference to indicate the character or quality desired. Equal or better items will be considered, provided your offer clearly describes the item and includes the manufacturer's specification sheet. The determination of the Fire Department as to what items are equal or better is final and conclusive. When manufacturer's brands, model numbers or level of quality is not stated by bidder, the offer will be considered exactly as specified.

4. Payments, Invoicing and W-9 Certification Form

Invoices shall be mailed or delivered to:

CITY OF LA HABRA HEIGHTS
ATTN: ACCOUNTS PAYABLE
1245 NORTH HACIENDA ROAD
LA HABRA HEIGHTS, CA 90631

In addition to the itemized invoice(s) submitted by the successful bidder for payment, the successful bidder must also complete and submit a Form W-9, "Request for Taxpayer Identification Number and Certification", (www.irs.gov/pub/irs-pdf/fw9.pdf) to the City. Both invoice(s) and W-9 form shall be forwarded to the City at the address indicated in the purchase order and/or contract. Upon approval by the City, the sum due hereunder shall be paid to the successful bidder within thirty (30) calendar days following receipt of a proper invoice(s).

5. Delivery Hours

Delivery will be accepted from 8:00 a.m. to 5:00 p.m., Monday through Thursday.

6. Damage of Items

All damages pursuant to items received by City due to the successful bidder's negligence shall be the responsibility of successful bidder to replace.

7. Alternate Bids

Alternate bids may be considered at the discretion of the City if alternate bids are called for in this bid. City will be the final authority to accept or reject an alternate bid.

8. Cash Discount

In connection with any cash discount specified on this bid, time will be computed from the date of the complete delivery of the items/equipment as specified, or from date correct invoices are received in the City department requesting such items/equipment, whichever is later. For the purpose of earning the discount, payment is deemed to be made on the date of mailing of the City warrant or check.

9. Pricing

Unless otherwise provided, the items/services stated herein will not be subject to any price increase from the date of acceptance of bid to the date of termination/extension as stated herein. If the successful bidder established prices for any items/services listed herein is decreased during the term of this bid, then such discounts/ reductions in price shall be immediately applicable so that City may have benefit of such lower prices.

10. Risk of Loss

The successful bidder shall bear risk of loss until goods have reached the final F.O.B. Destination point. Thereafter, City shall bear risk of loss.

11. Prior to Shipment

While the successful bidder has risk of loss, the successful bidder agrees, at its own expense, to procure and carry suitable fire, and extended coverage insurance on material, work-in-process and any furnished items which comprise or will eventually comprise the Piece-of Equipment. The amount to be insured shall be the actual replacement value of said material, work-in-process and furnished items. Such insurance shall provide a loss payable clause in favor of the successful bidder as its interest may appear.

12. F.O.B. Point

F.O.B. Destination to include delivery to:

CITY OF LA HABRA HEIGHTS
ATTN: FIRE DEPARTMENT
1245 NORTH HACIENDA ROAD
LA HABRA HEIGHTS, CA 90631

13. Examination of Bid Documents

All bidders shall carefully examine the specifications herein and must fully inform themselves of the conditions and requirement of the items/services to be furnished. Failure to do so will be at bidder's own risk and cannot secure relief on the plea of error, or dispute, or question such specifications and the directions explaining or interpreting them.

Should a bidder find discrepancies in, or omissions from, the specifications, or should he/she be in doubt to their meaning, he/she shall at once notify the City Clerk's Office. Notification is to be in written form and must be submitted prior to the Submittal of Questions / Corrections Deadline. Any interpretations by the City will be made in written form. Any change in requirements will be done in the form of a written addendum. The receipt of any resulting amendment must be acknowledged in accordance with the directions on the amendment. **Oral explanations or instructions given before the award of the contract will not be binding upon the City.**

14. Request for Changes

The City reserves the right to order in writing changes in the bid or alterations, additions, or omissions at any time prior to acceptance of the items/services without voiding the bid, and the successful bidder shall comply with such order. The successful bidder may also request changes in the bid, but no work will be performed on such changes until the request is approved in writing by the City. Such changes shall be performed in accordance with the original bid requirements except as modified by an amendment. Except as herein provided, the successful bidder shall have no claim for any other compensation due to changes in the work.

Any changes or deviation from the contract made without authority in writing from the City will be at the bidder's own risk. No such changes shall be made nor adjustment in compensation granted unless the successful bidder receives an executed amendment prior to making the changes.

15. Insurance

The Company shall demonstrate the willingness and ability to provide the required insurance coverage as set forth below within ten calendar days of notification of selection for award of this Agreement. The City will provide language set forth in its standard consultant's contract.

The selected firm(s) will be required to carry, and provide certificates of insurance for, Commercial General Liability, Automobile Liability, Premises, Personal/Advertising Injury, Contractual, Employer's Liability, and Workers Compensation insurance as follows:

- | | |
|---------------------------------|------------------------------------|
| • Commercial General Liability: | \$2,000,000 minimum per occurrence |
| • Automobile Liability: | \$1,000,000 minimum per occurrence |
| • Worker's Compensation: | Statutory Limits |

The Company shall require each of its subcontractors to maintain insurance coverage that meets all of the requirements of the contract.

The Commercial General Liability Insurance is to contain or be endorsed to name the City of La

Habra Heights, its officers, officials, employees and agents as Additional Insured. The coverage shall be primary to any coverage available to the City.

Worker's Compensation insurance shall be as required by the laws of the State of California. The policy or policies required by the contract shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best's Insurance Guide.

16. Qualification of Bidder

The City may make such investigation as it deems necessary to determine the ability of the bidder to provide the services requested herein, and the bidder shall furnish to the City all information and data for this purpose as the City may request. The City reserves the right to reject any bid should the evidence submitted by, or investigation of, the bidder fail to satisfy the City that such bidder is properly qualified to carry out the obligations of the bid and to complete the requirements contemplated therein.

17. Subcontracting

Any bidder using a subcontractor(s) must clearly explain the use of the subcontractor(s) and list the name(s) and address(es) of the subcontractor(s) providing work under this bid (**Attachment D**). The successful bidder will be fully responsible for all work performed under this bid and will be considered as the Prime Contractor. Any subcontracting, or other legal arrangements made by the bidder are the sole responsibility of the bidder. Any contract that is entered into between the successful bidder and the subcontractor(s) shall contain provisions for federal and state access to the books, documents, records, and inspection of work.

18. Default

In the event the successful bidder who is awarded a purchase order and/or contract resulting from this bid shall be in breach or default, the City may procure the items/services from other sources and may deduct from any monies due, or that may thereafter become due to the successful bidder, the difference between the price named in the purchase order and/or contract and actual cost thereof to the City. Prices paid by the City must be considered the prevailing market price at the time such purchase is made. These rights and remedies shall not be exclusive but in addition to any other rights and remedies provided by contract law. Periods of performance may be extended if the facts as to the cause of delay justify such extension in the opinion of the Department of Administrative Services-Purchasing.

19. Cancellation of Purchase Order and/or Contract

The City may terminate any purchase order and/or contract derived from this bid as follows:

- a. WITHOUT CAUSE at any time by giving thirty (30) calendar days written notice to the successful bidder.
- b. WITH CAUSE (Default) at any time by giving ten (10) calendar days written notice to the successful bidder. Cancellation for cause shall be at the discretion of the City and shall be, but is not limited to, failure to supply the items, materials, equipment or services

specified within the time allowed or within the terms, conditions or provisions of this bid.

The successful bidder may not cancel any purchase order and/or contract derived from this bid, without prior written consent of the City.

20. Rejection of Bid

THE CITY RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS OR ANY PART THEREOF, TO WAIVE ANY INFORMALITIES IN THE BID, AND ALSO TO WITHHOLD AWARD FOR A PERIOD OF FORTY-FIVE (45) CALENDAR DAYS FROM DATE OF BID OPENING.

21. Governing Law and Venue

This bid, or any contract that may result from the award of this bid, shall be deemed to be made under, and shall be governed by and construed in accordance with, the laws of the state of California. Any action brought to enforce the terms, or provision of this bid or any contract that may result from the award of this bid, shall have venue in the County of Los Angeles, State of California.

22. Taxes

Sales Tax should be shown separately on the bid form, when and where indicated. The City is exempt from Federal Excise Tax and should not be included in your bid. If your company is outside California and collects sales tax, please state the amount as a separate item if the City is to remit the tax.

23. Liabilities

The bidder shall hold the City, its officers, agents, servants, and employees, harmless from liability of any nature or kind because of use of any copyrighted, or uncopyrighted composition, secret process, patented or unpatented invention, articles or appliances furnished or used under this order, and agrees to defend, at its own expense, any and all actions brought against the City or bidder because of the unauthorized use of such items.

24. Warranty, Manufacturer

Manufacturer shall fully warrant all materials and equipment furnished under the terms of this bid against poor and inferior quality. While under warranty, manufacturer shall repair or replace inoperable materials or equipment in a timely manner to minimize the disruption of City operations. A copy or description of the manufacturer's warranty shall accompany each bid for the material and equipment proposed, detailing the scope and length of the warranty.

SECTION 5 AWARD OF BID

An evaluation team shall validate and evaluate all bids received. All requirements identified in this bid must be satisfied in order to ensure that a bid will qualify for consideration.

- A. City will evaluate all proposals, then interview selected references. The vendor evaluation and selection process will be based on the following:

Cost	40%
Quality/Completeness of Proposal	20%
References	20%
Experience with Similar Work	10%
Proximity to City	10%

1. Lowest Responsive Bidder

Although competitive pricing is essential in the award of this IFB, consideration shall be given, but not limited to, the Lowest Responsive Bidder having:

- a. The ability to comply with Terms and Conditions set forth herein.
- b. The ability to comply with the Specifications or Scope of Work set forth herein.
- c. The ability to complete the proposal.

2. Lowest Responsible Bidder

- a. The quality and performance of the supplies/equipment to be provided by the bidder;
- b. The ability, capacity and skill of the bidder to perform the contract or accomplish the transaction within the time specified, without delay;
- c. The character, integrity, reputation, judgment, experience and efficiency of the bidder;
- d. The quality of bidder's performance on previous purchases by, or contracts with, the City;
- e. The ability of the bidder to provide future maintenance, repair parts and services for the supplies/equipment provided;

3. Preliminary Bid Results

Following the opening of the timely submitted bids, City will post the Preliminary Bid Results on its web page, www.lhhcity.org, as well as make them available to participating bidders. Hardcopies will be available in City Hall. Electronic copies can be sent upon request; to request a copy, contact Carl Vos at (562) 694-6302.

4. Award

The City reserves the right to:

- a. Award bids received on the basis of individual items/services, or groups of items/services, or on the entire list of items/services;
- b. Reject any or all responses, or any part thereof;
- c. Waive any informality in the bids;
- d. Accept the bid that is in the best interest of the City. The Fire Department decision shall be final;

**ATTACHMENT A
SIGNATURE SHEET**

I/We the undersigned hereby certify that I/We am/are a duly authorized official of the company and have the authority to sign on behalf of the company and assure that all statements made in the bid are true. I/We agree to furnish and deliver the specified items/services at the prices stated herein, and have read, understand, and agree to the terms and conditions contained herein and on all of the attachments.

Name of Individual/Company: _____

Business Address: _____

Telephone No.: _____ Fax No.: _____

Signature of Authorized Official: _____

Name/Title of Authorized Official: _____

E-Mail: _____

THIS PAGE MUST BE COMPLETED AND RETURNED WITH BID

ATTACHMENT B BID COST SHEET

I/We agree that the prices stated herein will be firm for forty-five (45) days following the Bid Submittal Deadline.

Item No.	Qty	Description	Unit Price	Tax 8.75%	Total
01	30	1.75" x 50' Key Fire - #DN17-800Y-50-ARN Magnum Double Jacket, Yellow 6.6 Nylon Premium Attack Hose 1.5" NST Aluminum Couplings			
02	30	2.5" x 50' Key Fire - #DN25-800Y-50-ARN Magnum Double Jacket, Yellow 6.6 Nylon Premium Attack Hose 2.5" NST Aluminum Couplings			
03	4	2.5" x 16' Key Fire - #DN25-800Y-16-ARN Magnum Double Jacket, Yellow 6.6 Nylon Premium Attack Hose 2.5" NST Aluminum Couplings			
04	10	4" x 50' Key Fire - #DP40-600Y-50-ARN Big 10 Double Jacket, Yellow All Polyester Rubber Lined Fire Hose 4" NST Aluminum Couplings			
05	3	4" x 16' Key Fire - #DP40-600Y-16-ARN Big 10 Double Jacket, Yellow All Polyester Rubber Lined Fire Hose 4" NST Aluminum Couplings			
06	6	1" x 100' Key Fire - #SP10-600PU-Y-100-ARN Forestry Type II -187 Single Jacket, Yellow All Polyester Heavy Duty Lightweight Polyurethane Lined Fire Hose 1" NST Aluminum Couplings			

Item No.	Qty	Description	Unit Price	Tax 8.75%	Total
07	20	1.5" x 100' Key Fire - # SP15-600PU-Y-100-ARN Forestry Type II -187 Single Jacket, Yellow All Polyester Heavy Duty Lightweight Polyurethane Lined Fire Hose 1.5" NST Aluminum Couplings			
08	6	1.5" x 50' Key Fire - # SP15-600PU-Y-50-ARN Forestry Type II -187 Single Jacket, Yellow All Polyester Heavy Duty Lightweight Polyurethane Lined Fire Hose 1.5" NST Aluminum Couplings			
GRAND TOTAL					\$
DATE:			SIGNATURE:		

THIS PAGE MUST BE COMPLETED AND RETURNED WITH BID

**ATTACHMENT C
REFERENCE LIST**

REFERENCE #1

NAME: _____

ADDRESS: _____
P.O. Box/Street City State Zip

CONTACT PERSON/TITLE: _____

TELEPHONE NUMBER: _____ FAX NUMBER: _____

DOLLAR AMOUNT OF CONTRACT: _____

DATE AND SERVICES PROVIDED: _____

REFERENCE #2

NAME: _____

ADDRESS: _____
P.O. Box/Street City State Zip

CONTACT PERSON/TITLE: _____

TELEPHONE NUMBER: _____ FAX NUMBER: _____

DOLLAR AMOUNT OF CONTRACT: _____

DATE AND SERVICES PROVIDED: _____

REFERENCE #3

NAME: _____

ADDRESS: _____
P.O. Box/Street City State Zip

CONTACT PERSON/TITLE: _____

TELEPHONE NUMBER: _____ FAX NUMBER: _____

DOLLAR AMOUNT OF CONTRACT: _____

DATE AND SERVICES PROVIDED: _____

THIS PAGE MUST BE COMPLETED AND RETURNED WITH BID

ATTACHMENT D
SUBCONTRACTOR LIST

SUBCONTRACTOR NO: 1 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

SUBCONTRACTOR NO: 2 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

SUBCONTRACTOR NO: 3 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

SUBCONTRACTOR NO: 4 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

SUBCONTRACTOR NO: 5 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

THIS PAGE MUST BE COMPLETED AND RETURNED WITH BID