

**Buena Park School District  
6885 Orangethorpe Ave,  
Buena Park, CA 90620**



**Proposal Request for:  
Buena Park School District Request for Proposal  
RFP #2408 BPSD-CalSHAPE-10252024R  
CalSHAPE Phase 2, Upgrade & Repair (U&R) and Energy Efficiency  
Project**

**Released: Friday, November 22, 2024**

**Proposal Due Date: Tuesday, December 10, 2024, at 2:00 p.m., PST**

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## BUENA PARK SCHOOL DISTRICT

Public notice is hereby given that the Buena Park School District of Orange County, California, hereinafter referred to as the District, will receive up to, but not later than **2:00 pm PST on December 10, 2024** sealed proposals for the award of a contract for **RFP #2408 BPSD-CalSHAPE-10252024R: CalSHAPE Phase 2, Upgrade & Repair (U&R) and Energy Efficiency Project.**

### Miscellaneous Information

Each bidder shall be a licensed contractor pursuant to the California Business and Professions Code and be licensed to perform the work called for in the Contract Documents. The successful bidder must possess valid and active contractor's licenses as detailed in the requirements at the time of award and throughout the duration of this Contract. The Contractor's California State License number shall be clearly stated on the bidder's proposal.

Subcontractors shall be licensed pursuant to California law for the trades necessary to perform the Work called for in the Contract Documents.

Each bid must strictly conform with and be responsive to the Contract Documents as defined herein.

In accordance with California Public Contract Code Section 22300, the Owner will permit the substitution of securities for any monies withheld by the Owner to ensure performance under the Contract.

Prevailing wages are applicable to the Project. These per diem rates, including holiday and overtime work, as well as employer payments for health and welfare, pension, vacation, and similar purposes, are available from the Director of the Department of Industrial Relations. Pursuant to California Labor Code Sections 1720 et seq., it shall be mandatory upon the Contractor to whom the Contract is awarded, and upon any subcontractor under such Contractor, to pay not less than the said specified rates to all workers employed by them in the execution of the Contract.

A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code or engage in the performance of any contract for public work, as defined in the Labor Code, unless currently registered and qualified to perform public work pursuant to Labor Code section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded.

The Contractor and all subcontractors shall furnish certified payroll records as required pursuant Labor Code section 1776 directly to the Labor Commissioner in accordance with Labor Code section 1771.4 on at least on a monthly basis (or more frequently if required by the District or the Labor Commissioner) and in a format prescribed by the Labor Commissioner. Monitoring

and enforcement of the prevailing wage laws and related requirements will be performed by the Labor Commissioner/ Department of Labor Standards Enforcement (DLSE).

It is each bidder's sole responsibility to ensure its bid is timely delivered and received at the location designated as specified above. Any bid received at the designated location after the scheduled closing time for receipt of bids shall be returned to the bidder unopened.

The purpose of this Request for Proposal is to provide the District with a qualified HVAC provider, hereinafter referred to as the Vendor, who can meet the current and future HVAC needs for the District in the most cost-effective manner.

Both signed hard copy of the bid submission and a digital copy in PDF format is required. Digital submissions can be provided on a submitter furnished USB pen drive with the hard copy of the bid, in a sealed envelope or container. Digital bids on a USB Pen Drive, and hard copy bids shall be received in the District Office located at 6885 Orangethorpe Ave., Buena Park, CA 90620.

Pursuant to Public Contract Code § 4104, each bid shall include the name, license number, and location of the place of business of each subcontractor who shall perform work or service or fabricate or install work for the contractor in excess of one-half of one percent (0.5%) of the bid price. The bid shall describe the type of work to be performed by each listed subcontractor. Each bid must conform and be responsive to the bid documents, copies of which may be obtained on or after November 22, 2024, from the District website at: <https://www.bpsd.us/requests>. Prospective proposers may also request a proposal via email at [submissions@bpsd.us](mailto:submissions@bpsd.us).

All proposals shall be provided in hard copy and in Digital PDF format as well. Hard copies of the bid or a digital copy of the bid on a USB pen drive shall be sent to the address listed above. Each bid must strictly conform with and be responsive to this notice, the Instructions for Vendors, and other bid documents. The District reserves the right to reject any or all bids or to waive any irregularities or informalities in any bid. Any bid received after the specified date and time will not be opened nor viewed. Late submissions will be deemed unresponsive. No submitter may withdraw a bid for a period of sixty (60) calendar days after the opening of the bids. Per Public Contract Code Section 20118.2, all bidders must honor their bids, as submitted, after the date bids are opened by the District. All bids received before the deadline will be opened and read in an open session at the District Office.

If the Vendor chooses to offer alternative services than described in this proposal request, they must describe, in detail, how their proposed services will satisfy the requirements.

Michael Magboo, Chief Operating Officer  
Buena Park School District

Dates of Advertisement: November 22, 2024, and November 29, 2024

## **INTRODUCTION**

The Buena Park School District (“District”) is soliciting qualifications proposals from qualified Firms to provide design, assessment, implementation, documentation, and reporting services required for the award and administration of funds under the AB 841 CalSHAPE program. The purpose of this RFP is to find a qualified firm to complete all necessary steps under AB841 CalSHAPE guidelines, including but not limited to the installation of all necessary equipment. This RFP describes the background and services needed, the selection process, and the minimum information that must be included when responding to this RFP. The District expects all proposing Firms to be familiar with the CalSHAPE program and supporting guidelines prepared by the California Energy Commission.

## OVERVIEW

**The District is requesting proposals from qualified firms for HVAC Upgrade & Repair (U&R) and Energy Efficiency Services to be funded under the CalSHAPE Ventilation program.**

**The goals of the project are to:**

- Replacement of identified HVAC units
- Replacement of thermostats for each new HVAC unit with Delta wireless thermostats
- Provide measurement & verification services to monitor post-retrofit utility usage and track energy savings
- Provide Building Automation services and support
- All new HVAC units must comply with the CalSHAPE Ventilation Program Phase 2 U&R program requirements

## **REQUIRED QUALIFICATIONS**

- Successful implementation of at least five (5) California K-12 large-scale HVAC projects, with customer references, for which the respondent has provided turnkey energy services in the past three (3) years.
- Extensive experience with the CA CalSHAPE program and current ongoing CalSHAPE implementations, with customer references
- Registered as a public works contractor with the Department of Industrial Relations.
- In-house licensed, credentialed, trained, and knowledgeable staff, as follows:
  - Firm must employ a minimum of two (2) mechanical P.E.'s license by the state of California
  - Firm must employ a minimum of one (1) Certified Energy Manager (CEM)
- Prime must be a DOE qualified Energy Services Company (ESCO) or NAESCO Accredited Energy Service Provider (ESP)
- Licensed with Contractors State License Board of California, with active standing. Minimum License Requirements: C-7, C-10, C-20 (all three), OR a General Contractor B License with sub-contractors that have the C-7, C-10, C-20 licenses.
- HVAC units to be installed have the following requirements:
  - Comply with the CalSHAPE Ventilation Program Phase 2 U&R program requirements
  - All units must have economizers
  - Units must be like-for-like (manufacturer agnostic)
  - Units must be able to integrate into existing BMS system
- Extensive experience with Office of Public School Construction (OPSC), CDE, DSA, the public school construction building and design codes, including but not limited to California Building and Electrical Codes, and Title 24 of the California Code of Regulations, is mandatory.
- Firm must have an in-house, full-service automation group capable of installing and servicing various building automation systems.
- Minimum of \$10 Million in bonding capacity
- Contractor will be responsible for all DSA costs (if any). Do not include DSA costs estimates in your pricing.

In addition to complying with the above requirements, all HVAC, Electrical, Mechanical, and Plumbing contractors or subcontractors are required to be prequalified with the District. Prequalification information is located on the District website at [www.bpsd.us/prequal](http://www.bpsd.us/prequal).

**Buena Park School District** (District) reserves the right to contract for additional HVAC purchases, repairs, services, and assessments not identified in this RFP.

**Submission Instructions:**

BID submitters must provide at least one (1) original hard copy of the proposal submittal along with a digital PDF version on a USB pen drive, in a sealed envelope or container, no later than **2:00 pm PST on Tuesday, December 10, 2024**, at the District Office, located at 6885 Orangethorpe Ave., Buena Park, CA 90620, in care of the Chief Operating Officer.

**Buena Park School District**

RFP #2408 BPSD-CalSHAPE-10252024R

CalSHAPE Phase 2, Upgrade & Repair (U&R) and Energy Efficiency Projects

6885 Orangethorpe Ave.

Buena Park, CA 90620

E-mail requests for information (RFIs) must be received by Tuesday, December 3 by 10:00 am PST to: [mmagboo@bpsd.us](mailto:mmagboo@bpsd.us). The District will respond to all RFIs no later than Thursday, December 5, 2024, by 5:00 PM PST on the District website: [www.bpsd.us/requests](http://www.bpsd.us/requests).

***The District will not respond to phone call inquires***

**Proposal Due Date: Tuesday, December 10, 2024 @ 2:00 pm PST**

## Schedule of Dates

<b>Request for Proposal posting:</b>	Friday, November 22, 2024
<b>Dates of Advertisement:</b>	November 22, 2024 & November 29, 2024
<b>Last day for Questions:</b>	Tuesday, December 3, 2024 @ 10:00 AM
<b>District will post answers to <a href="http://www.bpsd.us/requests">www.bpsd.us/requests</a>.</b>	Thursday, December 5, 2024, by 5:00 PM
<b>Proposal Due Date:</b>	Tuesday, December 10, 2024 @ 2:00 PM
<b>Contract Opening:</b>	Tuesday, December 10, 2024 @ 2:00 PM



## **INSTRUCTIONS TO VENDORS**

### **1. Preparation of the Proposal Form**

In order to receive consideration proposals must be received on or before the advertised closing date and not later than the time displayed therein. Hard copy proposals or digital copies in PDF format on a pen drive received from prospective vendor, must be in a sealed container or envelope and must be conspicuously marked with the legal proposal number, project name, closing date. Any proposal received after the scheduled closing time for receipt of proposals will be returned to the vendor unopened

The proposals will be **opened and read in an open session** at the time and location to be determined by the District (refer to Schedule of Dates). District reserves the right to accept, reject or disqualify any or all proposals and be the sole judge regarding the suitability of the products, services or supplies offered, and whether deviations are acceptable. District further reserves the right to not necessarily purchase all items or the full quantity of each item listed in the proposal document.

### **2. Signature**

Proposal must be signed in the name of the vendor and must bear the signature in longhand of the person or persons duly authorized to sign on behalf of the vendor.

### **3. Modifications**

Changes in or additions to the proposal form, recapitulations of the work proposal upon, alternative proposals or any other modification of the proposal form which is not specifically called for in the contract documents may result in the District's rejection of the proposal as not being responsive to the invitation to proposal.

### **4. Erasures**

Proposal submitted must not contain any erasures, interlineations, or other corrections unless each such correction is suitably authenticated by affixing in the margin adjacent to the correction the surname or surnames of the persons signing the proposal. In the case of an error in an extension, the unit price upon which the extension is based shall take precedence.

### **5. Withdrawal of Proposals**

Any vendor may withdraw his proposal either personally by written request, or by telegraphic request confirmed in the manner specified above any time prior to the scheduled closing time for receipt of proposals.

### **6. Agreements and Bonds**

Proposed Agreement which the successful vendor will be required to execute and the forms and amounts of surety bonds which he will be required to furnish at the time of execution of the Agreement are included in the contract documents and should be carefully examined by the vendor. If exceptions are required clearly state those exceptions by marking through the areas of concern and provide the alternative wording for District review.

**7. Interpretation of Plans and Documents**

If any person contemplating submitting a proposal for the proposed project is in doubt as to the true meaning of any part of the drawing, specifications or other contract documents, or finds discrepancies in, or omissions from the drawings, specification or documents, he may submit to the District a written request for an interpretation or correction thereof. The person submitting the request will be responsible for its delivery. Any interpretation or correction will be made only by addendum duly issued, and a copy of such addendum will be delivered to each person receiving a set of the contract documents.

**8. Vendors Interested in More Than One Proposal**

No person, firm, or corporation shall be allowed to make, or file, or be interested in more than one proposal for the same work unless alternate proposals are specifically called for. A person, firm or corporation that has submitted a sub-proposal to a vendor, or that has quoted prices of materials to a vendor, is not thereby disqualified from submitting a sub-proposal or quoting prices to other vendors or making a prime proposal.

**9. Evaluation**

All proposals satisfying the requirements of this Request for Proposal (RFP) will be evaluated to establish which of the offers best fulfills the needs of the District and this project. The District reserves the right to be the sole judge of the qualification of products, and/or services being offered, suitability of the services offered by the bidder.

All RFPs received by the specified deadline will be reviewed by the District for completeness, content, experience, and qualifications. For those firms deemed most qualified, further evaluation, reference checks and interviews may be conducted as part of the final selection process. However, the District reserves the right to complete the selection process without proceeding to an interview process and may choose to select based on the information supplied in the Statement of Qualifications. Award shall be made to the responsible contractor(s) whose proposal is determined to be the most advantageous to the District, taking into consideration price and adherence to the terms and conditions of this RFP. The District will enter into a Contract with the successful contractor for the specified services. The District will post the bid tabulation to [www.bpsd.us/requests](http://www.bpsd.us/requests) within two business days from the bid opening. Nothing herein shall obligate the District to award a contract to any responding contractor.

## **SELECTION CRITERIA**

The District reserves the right to select the firm(s) whose qualifications, in the District's sole judgment, best meet the needs of the District. The District may consider factors other than price alone in the consideration of proposals. The following criteria, listed in no order of importance, will be used to select the firm for the described work. The District has the right to reject any, all, or any part of the proposal. The District may waive any irregularities or informalities in any proposal, or in the bidding process.

The District reserves the right to reject all proposals and issue another RFP.

### **SELECTION CRITERIA:**

<b>Category</b>	<b>Points</b>
Cost of Eligible maintenance, services, equipment, assessments, and/or labor	40%
Scope of Work and Specification Compliance Proposal meets or exceeds all CalSHAPE and District requirements and qualifications Compatibility with existing systems Ease of interoperability with existing systems Implementation timeline and responses consistent with expectation	35%
Vendors Capabilities Ability to deliver contracted services immediately	10%
Local Vendor within 100 miles	5%
Experience with the District	10%
<i>Total Possible</i>	100%

### **1. Award of Contract**

District reserves the right to reject any or all proposals or to waive any irregularities or informalities in any proposals. The award of the contract, if made by the District, will be to the responsible vendor based on the above selection criteria. District realizes that conditions other than price are important and may award based on individual items proposed, or any combination of individual items, or upon a cumulative total of all items in the proposal; whichever method is determined to be in its best interests; may reject any or all proposals, any part of a proposal, or may waive any informality in a proposal.

### **Governing Law; Venue and Jurisdiction:**

ANY AGREEMENT WILL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE IN WHICH THE AGREEMENT IS EXECUTED, WITHOUT REGARD TO CONFLICTS OF LAW PRINCIPLES. EACH PARTY CONSENTS AND SUBMITS TO THE SOLE AND EXCLUSIVE JURISDICTION TO THE STATE AND FEDERAL COURTS FOR THE COUNTY IN WHICH THE AGREEMENT IS FORMED FOR ANY DISPUTE ARISING OUT OF OR RELATING TO THE SERVICE AGREEMENT OR

THE TRANSACTIONS CONTEMPLATED HEREBY.

**2. Alternatives**

If alternate proposals are called for, the contract may be awarded at the election of the Governing Board to the responsible vendor based on the above criteria, or on the base proposal and any alternate or combination of alternates.

**3. Evidence of Responsibility**

Upon the request of the District, a vendor whose proposal is under consideration for the award of the contract shall submit promptly to the District satisfactory evidence showing the vendors financial resources, his experience in the field and his organization or other factors contributing to the successful execution and completion of the contract.

**4. Forfeiture for Failure to Execute Contract**

In the event the vendor to whom an award is made fails or refuses to execute the contract within five calendar days from the date receiving notification that he is the vendor to whom the contract is awarded, the District may declare vendor's proposal deposit or bond forfeited as damages caused by the failure of the vendor to enter into the contract, and may award the work to the next lowest vendor, or may call for new proposals.

**5. Anti-Discrimination**

It is the policy of the District that in connection with all work performed, materials purchased or supplies provided under any contracts, there be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, religious creed, sex, age or marital status. The supplier agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment Practice Act, beginning with Labor Code section 1410 and Labor Code section 1735. In addition, the supplier agrees to require like compliance by any sub-suppliers employed on the work by him.

**6. Brand or Trade Names as a Description**

Certain specifications, brand names and the like are set forth for the purpose of setting a standard and are not intended to preclude any vendor from submitting a proposal who can substantially meet these specifications. Vendors may propose equipment equal to those specified herein, but each deviation from the specification must be set forth in detail.

**7. Addenda**

Addenda or changes to the project specification may be issued by the District prior to proposal opening and any addenda so issued must be included in the contractors' proposal cost.

**8. Time for Opening**

The date and time stated in the Notice Requesting Proposals, Schedule of Important Dates, and other places in this document is interpreted to mean the exact day and hour stated. That is if the closing time is **2:00 pm PST on Tuesday, December 10, 2024, any Proposals received after this date and time will be deemed late and**

***not accepted.*** The proposals will be **opened and read in an open session** at the **District Office as identified in the “Schedule of Dates” section of the RFP, or at a time and date to be determined by the District after the closing date and time.**

**9. Sample Documents**

This proposal may contain sample documents: Proposal Bond, Performance Bond, Payment Bond, and Agreement. The bond documents are supplied for information but may be used in execution of the Proposal and resulting contract. However, Agreement is our preferred document. Under extreme circumstances, it may be modified based on comments supplied at the time of proposal, after review by legal counsel. If vendor chooses to use the sample bond documents, they must be executed by the appropriate surety. In the event of the Agreement, return a copy of the included document along with any proposed amendments as part of your proposal. If the vendor has no comment, be certain to return the Agreement marked, "Accepted without Comment."

**10. References and Proposal Submission**

All submittals shall include client references. Failure to provide three (3) successful references shall be considered to be non-responsive to this specification. All references shall reflect installations that have been successfully completed within K-12 educational institutions, and preferably for systems of the same type and size as proposal, and in the local geographical area (within 100 miles). References shall include:

- Customer name, contract, and title
- Address and telephone number
- Project and date completed

## **SUBMITTAL REQUIREMENTS**

Each vendor shall respond to each item noted below and must follow the format described below. Submitted materials are limited to 8-1/2 x 11-sized papers and PDFs. Late responses will not be accepted.

### **A. COVER LETTER/LETTER OF INTEREST**

- a. Must include name of firm, address, telephone and fax numbers, and name of Principal to contact. The letter must be signed by a representative of the firm with authorization to bind the firm by contract.

### **B. DESCRIPTION OF FIRM AND KEY SUB-CONSULTANT FIRMS**

- a. Qualified Firm
- b. Name, address, contact numbers, e-mail, website, and summary of the responding firm's experience with public school HVAC projects.
- c. Type of business entity:
- d. Information on the type of entity and its ownership
- e. Size of staff, number of professionals which will perform the work.
- f. Location of its principal office.
- g. History, number of years in business in California
- h. All applicable licenses including license numbers and expirations dates.
- i. Sub-Consultant Firms
- j. Describe the relationship of your firm and any sub-consultants.
- k. For each sub-consultant firm, provide the following information:
  - i. Description of the services the firm will be providing.
  - ii. Location of office which will perform the work.
  - iii. Size of staff, number of professionals in the office which will perform the work.
  - iv. All applicable licenses including license numbers and expirations dates.
  - v. Description of extent and duration of prior working relationship with your firm (number and type of projects, number of years)

### **C. RELEVANT EXPERIENCE**

- a. List relevant K-12 school HVAC projects and include:
- b. Project name and location
- c. Year completed or current status
- d. Client, contact person, and phone number
- e. Project cost
- f. Key consultant firms (structural, mechanical, electrical, civil, etc.)

### **D. FIRM TRACK RECORD**

- a. Has your firm ever been terminated or dismissed by a client or replaced by another firm during any educational and/or related project? If so, explain in detail.
- b. Describe by example your experience in meeting schedules and timelines. Describe an approach you have taken to expedite a schedule.

- c. Describe by example your experience in meeting budgets. Describe by example an approach you have taken to bring a project back into budget.
- d. Provide a statement of your firm's financial stability.
- e. Does your firm have any current or pending litigation? If so, please describe.
- f. Has your firm ever defaulted on a contract within the past five (5) years or declared bankruptcy, or been placed in receivership within the past five (5) years?
- g. Name of the prime professional license holder exactly as on file with the requisite licensing authorities.

## General Conditions

### 1. **General**

All prices shall be quoted FOB destinations, to the District Office at the time of order. No additional freight, drayage or labor charges will be permitted. Proposals which are conditional upon an "all or nothing" clause for favorable terms or delivery will not be considered.

### 2. **Alternative Offerings**

Whenever in these specifications any equipment or material is indicated or specified by patent or proprietary name or by the name of a manufacturer, such specifications shall be deemed to be sued for the purpose of facilitating description of the equipment or materials desired and shall be deemed to be followed by the words "or equivalent." Vendors may propose equipment or materials equal to those specified herein, but must furnish complete specifications of each item and, if requested to do so, a sample of the item proposed. Such specifications and samples must be furnished no later than five (5) days prior to proposal opening at no cost or obligation to the District for the purposes of testing and evaluation. If not consumed or destroyed in such testing, the sample will be returned to the vendor after award of proposal is made. Unless an alternate make and model is indicated in the space provided, it is agreed all items proposed are as named in the specifications. Substitution of equipment after the award will not be permitted.

### 3. **Market Price**

Market price shall be determined by soliciting two or more informal price Proposals for similar products or services contained in the contract. These informal Proposals may be secured from participants in the initial proposal as well as new sources of supply. However, in no event shall the prices come from prospective vendors who cannot comply with the original proposal specifications, terms or conditions. Seller may propose market price changes to buyer for evaluation; buyer may in turn request price changes from seller.

### 4. **Freight Terms**

All prices shall be quoted FOB destination, unpacked, assembled (if necessary) to the designated site(s) at the time of order. No additional freight, drayage or labor charges will be permitted. Proposals which are conditional upon an "all or nothing" clause for favorable terms or delivery will not be considered. All cartons and other packaging materials to be removed from the site by the vendor or his agents.

### 5. **Shipments**

All line items shall be delivered to the District Warehouse, complete as requested in one shipment. Partial line item delivery shall not be accepted without prior consent. Payment for partial line items shall be delayed until the complete quantity has been received by District warehouse. NOTE: This does not mean that the District will not accept a partial purchase order delivery, as long as the total quantity requested for each line item is included in the shipment.

### 6. **Marking of Packages**

Each package contained in each shipment shall be clearly marked with the District purchase order number. Failure to mark the packages may delay district acceptance and payment for the shipment. Each package shall be marked with the sequential package number of threat shipment with the first package being marked Number 1, and **PACKING SLIP ENCLOSED**.



## Specifications and Statement of Work

The HVAC Replacement Project shall include, but not be limited, to the following:

### **A. CalSHAPE Ventilation, Phase 2 Upgrade & Repair (U&R) Grant**

Assembly Bill 841 authorized the California Energy Commission (“CEC”) to design, administer, and implement the California Schools Healthy Air, Plumbing, and Efficiency (“CalSHAPE”) Program. CalSHAPE includes:

1. CalSHAPE Ventilation Phase 2, U&R: An LEA that has completed an A&M Grant project at a site in the HVAC Assessment and Maintenance Pathway or Limited or No Mechanical Ventilation Pathway may apply for additional funding to make cost-effective energy efficient repairs, upgrades or replacements recommended by the licensed professional in the review of the HVAC Assessment Report.

The District is eligible to receive CalSHAPE Phase 2 U&R grant awards as follows:

1. CalSHAPE Ventilation Phase 2, U&R Grant Award: up to \$4,000,000

The District-Wide CalSHAPE Ventilation Project (“Project”) will replace all identified HVAC units for all identified sites in accordance with applicable CalSHAPE Guidelines for U&R (Fifth Edition). The Project identifies all sites and HVAC units to replace under the following “**Scope of Work**” section.

The CEC’s CalSHAPE Guidelines for U&R are available online at the California Energy Commission’s CalSHAPE website: <https://www.energy.ca.gov/programs-and-topics/programs/california-schools-healthy-air-plumbing-and-efficiency-program>.

### **B. Additional Phases of CalSHAPE and/or Additional Energy Efficiency Projects**

The District intends to award an implementation agreement for energy conservation services under the provisions of California Government Code sections 4217.10-4217.18 which requires that program savings pay for the cost of improvements. The District, at its sole discretion, may select the awarded respondent(s) for subsequent phases of work under the CalSHAPE program and/or additional energy efficiency projects. The District, at its sole discretion, also reserves the right to reject any or all bidders.

The selected Contractor will provide turnkey implementation services for the approved scope of work including all necessary permits, engineering, any Division of the State Architect (DSA) requirements, procurement, delivery, installation, commissioning, training, warranty service, and compliance with any applicable funding programs. After the scope of work has been fully implemented, the selected respondent will be required

to provide measurement & verification services to monitor post-retrofit utility usage and track energy savings.

**Scope of Work**

**Buena Park Elementary 3066456000000**

**Total Number of Sites 6**

<b>Site Name</b>	<b>CDS Code</b>
Buena Park Junior High	30664566027551
Arthur F. Corey Elementary	30664566027486
Carl E. Gilbert Elementary	30664566027494
Charles G. Emery Elementary	30664566027510
Mabel L. Pendleton Elementary	30664566027577
James A. Whitaker Elementary	30664566027569
<b>Buena Park Junior High Category</b>	<b>Unit Count</b>
Repair	0
Replace	42
Upgrade	0
<b>Arthur F. Corey Elementary Category</b>	<b>Unit Count</b>
Repair	0
Replace	15
Upgrade	0
<b>Carl E. Gilbert Elementary Category</b>	<b>Unit Count</b>
Repair	0
Replace	15
Upgrade	0
<b>Charles G. Emery Elementary Category</b>	<b>Unit Count</b>
Repair	0
Replace	1
Upgrade	0
<b>Mabel L. Pendleton Elementary Category</b>	<b>Unit Count</b>
Repair	0
Replace	10
Upgrade	0
<b>James A. Whitaker Elementary Category</b>	<b>Unit Count</b>
Repair	0
Replace	4
Upgrade	0

Site	HVAC Name	Model Number	Serial Number
Arthur F. Corey Elementary	AC-Office-2	50HJQ005---531	1805G10457
Arthur F. Corey Elementary	AC-Office-3	50HJQ005---531	1805G10458
Arthur F. Corey Elementary	FC-1	TWE048C140C0	2351L452V
Arthur F. Corey Elementary	FC-10	TWE048C140C0	2351L3N2V
Arthur F. Corey Elementary	FC-11	TWE048C140C0	23411U72V
Arthur F. Corey Elementary	FC-12	TWE048C140C0	2343PJL2V
Arthur F. Corey Elementary	FC-2	TWE048C140C0	2351LSD2V
Arthur F. Corey Elementary	FC-3	TWE048C140C0	2342NUR2V
Arthur F. Corey Elementary	FC-4	TWE048C140C0	2351L3R2V
Arthur F. Corey Elementary	FC-5	TWE048C140C0	2342NUG2V
Arthur F. Corey Elementary	FC-6	TWE048C140C0	2346G7M2V
Arthur F. Corey Elementary	FC-7	TWE048C140C0	2345L2J561V
Arthur F. Corey Elementary	FC-8	TWE048C140C0	23411V92V
Arthur F. Corey Elementary	FC-9	TWE048C140C0	2351L5B2V
Arthur F. Corey Elementary	RTU Office-1	50HJQ007---521	3205G20546
Carl E. Gilbert Elementary	AC-ADMIN-1	50HJ0012-531-	2905G50713
Carl E. Gilbert Elementary	AC-ADMIN-2	50HJQ007-521	0905G40394
Carl E. Gilbert Elementary	AC-I-16	WCP036	3091JH41H
Carl E. Gilbert Elementary	AC-I-17	WCP048	3078K342H
Carl E. Gilbert Elementary	AC-I-18	WCP036	30831H41H
Carl E. Gilbert Elementary	AC-I-19	WCP036	31825HT1H
Carl E. Gilbert Elementary	AC-I-20	WCP036	3182NXJH

Carl E. Gilbert Elementary	AC-I-21	WCZ036	4235K6A1H
Carl E. Gilbert Elementary	FC-1	TWE048C140C0	3222JTX2V
Carl E. Gilbert Elementary	FC-2	TWE048C140C0	3246DNB2V
Carl E. Gilbert Elementary	FC-3	TWE048C140C0	32430J72V
Carl E. Gilbert Elementary	FC-4	TWE048C140C0	3253S2L2V
Carl E. Gilbert Elementary	FC-5	TWE048C140C0	3253S2S2V
Carl E. Gilbert Elementary	FC-6	TWE048C140C0	3253S232V
Carl E. Gilbert Elementary	FC-7	TWE090A300DA	326KHA5H
Charles G. Emery Elementary	AC-L8	-1	-1
Buena Park Junior High	AC-1 boys coach office	48PGNC03-A-30-M	3508G40011
Buena Park Junior High	AC-2 (GIRLS COACH OFFICE)	48PGNC03-A-30-M	3508G40009
Buena Park Junior High	AC-3	48PGNC28-G-6000623	2908G50044
Buena Park Junior High	AC-4	48PGNC28-G-6000623	2908G50041
Buena Park Junior High	AC-58	AVP42HPA10NB	EK10771
Buena Park Junior High	AC-U56	AVP42HPA10NB	GK19490
Buena Park Junior High	AC-U57	AVP42HPA10NB	FK12028
Buena Park Junior High	AC-U59	AVP42HPA10NB	FK12044
Buena Park Junior High	AC-V60	AVP42HPA10NB	GK19489
Buena Park Junior High	AC-V61	AVP42HPA10NB	GK19518
Buena Park Junior High	FC 16	FB4ANF048	4002A79351
Buena Park Junior High	FC-1	TWE048C1400	2341K6J1V
Buena Park Junior High	FC-11	TWE048C14CO	2064U7E2V

Buena Park Junior High	FC-12	TWE048C14CO	2064TLE2V
Buena Park Junior High	FC-13	TWE048C14CO	2064TKT2V
Buena Park Junior High	FC-14	B4ANF048	4002A79355
Buena Park Junior High	FC-15	FB4ANF048	4002A79374
Buena Park Junior High	FC-17 Classroom 41	FB4ANF048	4002A79353
Buena Park Junior High	FC-18	FB4ANF048	0802A73380
Buena Park Junior High	FC-19	FB4ANF048	0802A73293
Buena Park Junior High	FC-2	TWE048C1400	2064NTN1V
Buena Park Junior High	FC-20(CLASSROOM N38)	FB4ANF048	0802A73301
Buena Park Junior High	FC-21	FB4ANF048	3602A807187
Buena Park Junior High	FC-22 (CLASSROOM N40)	FB4ANF048	4002A799350
Buena Park Junior High	FC-23	FB4ANF048000FAA	FB4ANF048
Buena Park Junior High	FC-24	FB4ANF048000FAA	4002A092A7369
Buena Park Junior High	FC-25	FB4ANF048000FAA	0802A73367
Buena Park Junior High	FC-26	FB4ANF048	2902A68841
Buena Park Junior High	FC-27	FB4ANF048	4002A79365
Buena Park Junior High	FC-28	FB4ANF048	2902A68840
Buena Park Junior High	FC-29	FB4ANF048	4002A79343
Buena Park Junior High	FC-3	TWE048C1400	2341KTG2V
Buena Park Junior High	FC-30	FB4ANF048	4002A79387
Buena Park Junior High	FC-31	FB4ANF048	4002A79345
Buena Park Junior High	FC-32	FB4ANF048	4002A79349
Buena Park Junior High	FC-33	FB4ANF048	4002A79861

Buena Park Junior High	FC-34	FB4ANF048	4002A79372
Buena Park Junior High	FC-36	FB4ANF060000FAA	4102A65160
Buena Park Junior High	FC-37	FB4ANF060000FAA	4102A65159
Buena Park Junior High	FC-8	TWE048C14CO	2064TLR2V
Buena Park Junior High	FC-9	TWE048C14CO	2024W862V
Buena Park Junior High	FC-Admin	ASU9CQ	BCA002844
James A. Whitaker Elementary	FC-4	TWE090A30	2045LEC5H
James A. Whitaker Elementary	HP-08	WCC048	22116U52H
James A. Whitaker Elementary	HP-09	WCC048	2211NHB2H
James A. Whitaker Elementary	HP-10	WCC048	2213N7G2H
Mabel L. Pendleton Elementary	FC - 01	FB4BN048	2003A75678
Mabel L. Pendleton Elementary	FC - 02	FB4BN048	2003A75695
Mabel L. Pendleton Elementary	FC - 03	FB4BN048	2003A71027
Mabel L. Pendleton Elementary	FC - 04	FB4BN048	2003A75605
Mabel L. Pendleton Elementary	FC - 05	FB4BN048	2003A71033
Mabel L. Pendleton Elementary	FC - 06	FB4BN048	003A71019
Mabel L. Pendleton Elementary	FC-07 - Classroom	FB4BN048	2003A75681

Mabel L. Pendleton Elementary	FC-08 - Classroom	FB4BN048	2003A75687
Mabel L. Pendleton Elementary	FC-09 - Classroom	FB4BN048	2003A71030
Mabel L. Pendleton Elementary	FC-E Storage	PKA-A24KA4	4XM04824



**District Sites**

<b>School Name</b>	<b>School Address</b>
<b>BEATTY MIDDLE SCHOOL</b>	8201 COUNTRY CLUB DR, BUENA PARK, CA 90621
<b>BUENA PARK MIDDLE SCHOOL</b>	6931 ORANGETHORPEAVE, BUENA PARK, CA 90620
<b>COREY ELEMENTARY SCHOOL</b>	7351 HOLDER ST, BUENA PARK, CA 90620
<b>EMERY ELEMENTARY SCHOOL</b>	8600 SOMERSET ST, BUENA PARK, CA 90621
<b>GILBERT ELEMENTARY SCHOOL</b>	7255 8TH ST, BUENA PARK, CA 90621
<b>PENDLETON ELEMENTARY SCHOOL</b>	7101 STANTON AVE, BUENA PARK, CA 90621
<b>WHITAKER ELEMENTARY SCHOOL</b>	8401 MONTANA AVE, BUENA PARK, CA 90621
<b>BUENA PARK SCHOOL DISTRICT OFFICE</b>	6885 ORANGETHROPE AVE, BUENA PARK, CA 90620

## Proposal Form

TO: Buena Park School District, acting by and through its Governing Board, herein called the District:

1. Pursuant to and in compliance with the Notice to Contractors Calling for Proposals and the all other documents relating thereto, the undersigned vendor, having familiarized him/herself with the terms of the contract, local conditions affecting the performance of the contract, the cost of the work, the place where the work is to be performed, and with the drawings, specifications and other contract documents, hereby proposes and agrees to perform, within the time stipulated, the work described in the contract, including all component parts, and everything required to be performed, and to provide and furnish any and all labor, materials, tools, expendable equipment and complete in a workmanlike manner all of the work required in connection with this proposal, all in strict accordance with the drawings and specification and other contract documents, including addenda, if any, on file at the District Office of said District, for the sum of upon submission of any invoices.

2. It is understood that the DISTRICT reserves the right to reject this proposal and that this proposal shall remain open and not be withdrawn for the period specified in the Notice to Contractors Calling for Proposals.

3. The required proposal security is attached hereto.

4. It is understood and agreed that if written notice of the acceptance of this proposal is mailed, telegraphed, or delivered to the undersigned after the opening of the proposal, and within the time this proposal is required to remain open, or at any time thereafter before this proposal is withdrawn, the undersigned will execute and deliver to the District a contract in the form attached hereto in accordance with the proposal as accepted, and that he will also furnish and deliver to the District three copies each of the Performance Bond and Labor and Material Bond as specified, all within three (3) days after receipt of notification of award, and that the work under the contract shall be commenced by the undersigned vendor, if awarded the contract on the date to be stated in the District's Notice to Contractor to Proceed, and shall be completed by the Contractor in the time specified in the contract documents or as allowed by project needs.

5. All notices or other correspondence should be addressed to the undersigned at the address stated below.

6. The names of all persons interested in the foregoing proposal as principals are as follows:

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(Important notice: If vendor or other interested person is a corporation, state legal name of corporation, also names of the president, secretary treasurer, and manager thereof, if a co-partnership, state the true name of firm, also names of all individual co-partners composing firm; if vendor or other interested person is an individual, state first and last names in full).

7. The undersigned is licensed in accordance with the act providing for the registration of contractors, License No.

8. In the event the vendor to whom Notice of Intent to Award Contract is given fails or refuses to post the required bonds and return executed copies of the agreement form within five (5) calendar days from the date of receiving the Notice of Intent to Award Contract, the District may declare the Vendor's proposal deposit or bond forfeited as damages.

9. Pursuant to Section 4552 of the Government Code, in submitting a proposal to the District, the vendor offers and agrees that if the proposal is accepted, it will assign to the District all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 USC Sec. 15) or under Cartwright Act (Chapter 2 {commencing with Section 16700} of Part 2 of Division 7 of Business and Profession Code), arising from purchase of goods, materials, or services by the vendor for sale to the purchasing body pursuant to the proposal. Such assignment shall be made and become effective at the time the purchasing tender's final payment to the vendor.

Signature Authorization and Nature of Vendors Firm.

The undersigned certifies that he is authorized to sign this proposal on behalf of the firm or company submitting the proposal.

Nature of Company \_\_\_\_\_

Name of Vendor \_\_\_\_\_

Signature of Vendor \_\_\_\_\_

## **AGREEMENT FORM**

**THIS AGREEMENT**, entered into this \_\_\_ day of \_\_\_\_\_, 20\_\_ in the County of Orange of the State of California, by and between the Buena Park School District, hereinafter called the "District", and \_\_\_\_\_ hereinafter called the "Contractor".

**WITNESSETH** that the District and the Contractor for the consideration stated herein agree as follows:

**ARTICLE 1 - SCOPE OF WORK:** The Contractor shall furnish all labor, materials, equipment, tools, and utility and transportation services, and perform and complete all work required in connection with CalSHAPE Phase 2, Upgrade & Repair (U&R) and Energy Efficiency Projects ("Project") in strict accordance with the Contract Documents enumerated in Article 7 below. The Contractor shall be liable to the District for any damages arising as a result of a failure to comply with that obligation, and the Contractor shall not be excused with respect to any failure to so comply by an act or omission of the Architect, Engineer, Inspector, Division of the State Architect (DSA), or representative of any of them, unless such act or omission actually prevents the Contractor from fully complying with the Contract Documents and the Contractor protests, in accordance with the Contract Documents, that the act or omission is preventing the Contractor from fully complying with the Contract Documents. Such protest shall not be effective unless reduced to writing and filed with the District office within seven (7) days of the date of occurrence of such act or omission preventing the Contractor from fully complying with the Contract Documents.

**ARTICLE 2 - TIME OF COMPLETION:** The District may give notice to proceed within ninety (90) days of the award of the bid by the District. Once the Contractor has received a notice to proceed, the Contractor shall reach Substantial Completion of the Work within Three Hundred Sixty-five (365) calendar days for the CalSHAPE Phase 2, Upgrade & Repair (U&R) and Energy Efficiency Projects. This shall be called Contract Time. It is expressly understood that time is guided by the CalSHAPE grant. Additional time may be allowed due to CalSHAPE Grant guidelines for each award.

Contractor has thoroughly studied the Project and has satisfied itself that the time period for this Project was adequate for the timely and proper completion of the Project within each milestone and within the Contract time. Further, Contractor has included in the analysis of the time required for this Project, Submittal Schedules, Rain Day Float, and Governmental Delay Float.

In the event that the District desires to postpone giving the notice to proceed beyond this ninety (90) day period, it is expressly understood that with reasonable notice to the Contractor, giving the notice to proceed may be postponed by the District. It is further expressly understood by the Contractor, that the Contractor shall not be entitled to any claim of additional compensation as a result of the District's postponement of giving the notice to proceed.

If the Contractor believes that a postponement will cause hardship to it, the Contractor may terminate the Contract with written notice to the District within ten (10) days after receipt by the Contractor of the District's notice of postponement. It is further understood by the Contractor that in the event that the Contractor terminates the Contract as a result of postponement by the District, the District shall only be obligated to pay the Contractor for the work performed by the

Contractor at the time of notification of postponement. Should the Contractor terminate the Contract as a result of a notice of postponement, the District shall have the authority to award the Contract to the next responsible proposal.

**ARTICLE 3 - LIQUIDATED DAMAGES:** It being impracticable and infeasible to determine the amount of actual damage, it is agreed that the Contractor will pay the District the sum of One thousand dollars (\$1,000) per calendar day for each and every day of delay beyond the Contract Time set forth in Article 2 of this Agreement (inclusive of Milestones that are critical on the critical path or noted as critical to the District) as liquidated damages and not as a penalty or forfeiture. In the event Liquidated Damages are not paid, the Contractor further agrees that the District may deduct such amount thereof from any money due or that may become due the Contractor under the Contract.

**ARTICLE 4 - CONTRACT PRICE:** The District shall pay to the Contractor as full consideration for the faithful performance of the Contract, subject to any additions or deductions as provided in the Contract Documents, the sum of \_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_), said sum being the total amount stipulated in the Bid Contractor submitted. Payment shall be made as set forth in the General Conditions.

Should any Change Order result in an increase in the Contract Price, the cost of such Change Order shall be agreed to in advance by the Contractor and the District, subject to the monetary limitations set forth in Public Contract Code section 20118.4. In the event that the Contractor proceeds with a Change in work without an agreement between the District and Contractor regarding the cost of a Change Order, the Contractor waives any Claim of additional compensation for such additional work.

**ARTICLE 5 - HOLD HARMLESS AGREEMENT:** Contractor shall defend, indemnify and hold harmless District, Architect, Inspector, the State of California and their officers, employees, agents and independent contractors from all liabilities, claims, actions, liens, judgments, demands, damages, losses, costs or expenses of any kind arising from death, personal injury, property damage or other cause based or asserted upon any act, omission, or breach connected with or arising from the progress of Work or performance of service under this Agreement or the Contract Documents. As part of this indemnity, Contractor shall protect and defend, at its own expense, District, Architect, Construction Manager, Inspector, the State of California and their officers, employees, agents and independent contractors from any legal action including attorney's fees or other proceeding based upon such act, omission, breach or as otherwise required by this Article.

Furthermore, Contractor agrees to and does hereby defend, indemnify, and hold harmless District, Architect, Construction Manager, Inspector, the State of California and their officers, employees, agents and independent contractors from every claim or demand made, and every liability, loss, damage, expense or attorney's fees of any nature whatsoever, which may be incurred by reason of:

(a) Liability for (1) death or bodily injury to persons; (2) damage or injury to, loss (including theft), or loss of use of, any property; (3) any failure or alleged failure to comply with any provision of law or the Contract Documents; or (4) any other loss, damage or expense, sustained by any person, firm or corporation or in connection with the Work called for in this Agreement or the Contract Documents, except for liability resulting from the sole or active negligence, or the willful misconduct of the District.

(b) Any bodily injury to or death of persons or damage to property caused by any act, omission or breach of Contractor or any person, firm or corporation employed by Contractor, either directly or by independent contract, including all damages or injury to or death of persons, loss (including theft) or loss of use of any property, sustained by any person, firm or corporation, including the District, arising out of or in any way connected with Work covered by this Agreement or the Contract Documents, whether said injury or damage occurs either on or off District property, but not for any loss, injury, death or damages caused by the sole or active negligence or willful misconduct of the District.

(c) Any dispute between Contractor and Contractor's subcontractors/suppliers/Sureties, including, but not limited to, any failure or alleged failure of the Contractor (or any person hired or employed directly or indirectly by the Contractor) to pay any Subcontractor or Materialman of any tier or any other person employed in connection with the Work and/or filing of any stop notice or mechanic's lien claims.

(d) Any claims, allegations, penalties, assessments, or liabilities to the extent caused by the Contractor's failure or the failure of any Subcontractor of any tier, to fully comply with the DIR registration requirements under Labor Code section 1725.5 at all times during the performance of any Work on the Project and shall reimburse the District for any penalties assessed against the District arising from any failure by the Contractor or any Subcontractor of any tier from complying with Labor Code sections 1725.5 and 1771.1. Nothing in this paragraph, however, shall require the Contractor or any Subcontractor to be liable to the District or indemnify the District for any penalties caused by the District in accordance with Labor Code section 1773.3 (g).

Contractor, at its own expense, cost, and risk, shall defend any and all claims, actions, suits, or other proceedings that may be brought or instituted against the District, its officers, agents or employees, on account of or founded upon any cause, damage, or injury identified herein Article 5 and shall pay or satisfy any judgment that may be rendered against the District, its officers, agents or employees in any action, suit or other proceedings as a result thereof.

The Contractor's and Subcontractors' obligation to defend, indemnify and hold harmless the Owner, Architect, Inspector, the State of California and their officers, employees, agents and independent contractors hereunder shall include, without limitation, any and all claims, damages, and costs for the following: (1) any damages or injury to or death of any person, and damage or injury to, loss (including theft), or loss of use of, any property; (2) breach of any warranty, express or implied; (3) failure of the Contractor or Subcontractors to comply with any applicable governmental law, rule, regulation, or other requirement; (4) products installed in or used in connection with the Work; and (5) any claims of violation of the Americans with Disabilities Act ("ADA").

**ARTICLE 6 - PROVISIONS REQUIRED BY LAW:** Each and every provision of law and clause required to be inserted in this Contract shall be deemed to be inserted herein, and this Contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted or is not inserted correctly, then upon application of either party the Contract shall forthwith be physically amended to make such insertion or correction.

**ARTICLE 7 - COMPONENT PARTS OF THE CONTRACT:** The Contract entered into by this Agreement consists of the following Contract Documents, all of which are component parts of the Contract as if herein set out in full or attached hereto.

Proposal form  
Agreement form  
Acknowledgment of bidding practices regarding indemnity form  
Disabled veteran business enterprise (dvbe) participation statement  
Contractor's certificate regarding drug-free workplace  
Contractor's certificate regarding alcoholic beverage and tobacco-free campus policy  
Performance bond  
Proposal bond  
Contractor's certificate regarding workers' compensation form  
Non-collusion declaration  
Guarantee  
Insurance documents & endorsements  
Disabled veteran business enterprise (dvbe) contractor close-out statement  
Contractor certification regarding background checks  
Contractor certification regarding background checks (a)  
Requirements, Reports and/or Documents in the Project Manual or Other Documents Issued to Bidders

All of the above named Contract Documents are intended to be complementary. Work required by one of the above-named Contract Documents and not by others shall be done as if required by all.

**ARTICLE 8 - PREVAILING WAGES:** Wage rates for this Project shall be in accordance with the general prevailing rate of holiday and overtime work in the locality in which the work is to be performed for each craft, classification, or type of work needed to execute the Contract as determined by the Director of the Department of Industrial Relations. Copies of schedules of rates so determined by the Director of the Department of Industrial Relations are on file at the administrative office of the District and are also available from the Director of the Department of Industrial Relations. Monitoring and enforcement of the prevailing wage laws and related requirements will be performed by the Labor Commissioner/ Department of Labor Standards Enforcement (DLSE).

The following are hereby referenced and made a part of this Agreement and Contractor stipulates to the provisions contained therein.

1. Chapter 1 of Part 7 of Division 2 of the Labor Code (Section 1720 et seq.)
2. California Code of Regulations, Title 8, Chapter 8, Subchapters 3 through 6 (Section 16000 et seq.)

**ARTICLE 9 - RECORD AUDIT:** In accordance with Government Code section 8546.7 (and Davis Bacon, if applicable) and Article 13.11 of the General Conditions, records of both the District and the Contractor shall be subject to examination and audit for a period of five (5) years after a Final Retention Payment or the Recording of a Notice of Completion, whichever occurs first.

**ARTICLE 10 - CONTRACTOR'S LICENSE:** The Contractor must possess throughout the Project a Class B Contractor's License, issued by the State of California, which must be current and in good standing.



**IN WITNESS WHEREOF**, this Agreement has been duly executed by the above named parties, on the day and year first above written.

Buena Park School District

CONTRACTOR:

By: \_\_\_\_\_

\_\_\_\_\_  
Typed or Printed Name

By: \_\_\_\_\_

\_\_\_\_\_  
Title

Purchasing and Contracts Director

\_\_\_\_\_  
Signature

Dated:  
\_\_\_\_\_

\_\_\_\_\_  
Type or Printed Name

\_\_\_\_\_  
Title (Authorized Officers or Agents)

\_\_\_\_\_  
Signature

**(CORPORATE SEAL)**

**ACKNOWLEDGMENT OF BIDDING PRACTICES REGARDING  
INDEMNITY FORM**

TO: Buena Park School District

RE: Project Number \_\_\_\_\_

Construction Contract for \_\_\_\_\_

Please be advised that with respect to the above-referenced Project the undersigned Contractor on behalf of itself and all subcontractors hereby waives the benefits and protection of Labor Code section 3864, which provides:

“If an action as provided in this chapter is prosecuted by the employee, the employer, or both jointly against the third person results in judgment against such third person, the employer shall have no liability to reimburse or hold such third person harmless on such judgment or settlement in the absence of a written agreement to do so executed prior to the injury.”

This Agreement has been signed by an authorized representative of the contracting party and shall be binding upon its successors and assignees. The undersigned further agrees to promptly notify the District of any changes of ownership of the contracting party or any subcontractor while this Agreement is in force.

\_\_\_\_\_  
Contracting Party

\_\_\_\_\_  
Name of Agent/Title

**DISABLED VETERAN BUSINESS ENTERPRISE (DVBE)**  
**PARTICIPATION STATEMENT**

Each bidder must complete this form in order to comply with the Buena Park School District (“District”) policy for participation of disabled veteran business enterprises (School District projects funded in whole or in part by the State of California pursuant to the Leroy F. Greene School Facilities Act of 1998. (Education Code §17070.10, *et seq.*)

Bid No.: \_\_\_\_\_

DSA No.: \_\_\_\_\_

The undersigned, on behalf of the Contractor named below, certifies that the Contractor has made reasonable efforts to secure participation by DVBE in the Contract to be awarded for the above-referenced Bid No., including participation by DVBE subcontractors and/or material suppliers. **Check only one of the following:**

- The Contractor was unable after reasonable efforts to secure DVBE participation in the Contract for the above-referenced Project/Bid No. However, the Contractor will use DVBE services if the opportunity arises at any time during construction of the Project. Upon completion of the Project, the Contractor will report to the District the total dollar amount of DVBE participation in any Contract awarded to Contractor, and in any change orders, for the above-referenced Project.
  
- The Contractor has secured DVBE participation in the Contract for the above referenced Project/Bid No., and anticipates that such DVBE participation will equal approximately \_\_\_\_\_ dollars (\$ \_\_\_\_\_ ), which represents approximately \_\_\_\_\_ percent (\_\_\_\_%) of the total Contract for such Project. Upon completion of the Project, Contractor will report to the District the actual total dollar amount of DVBE participation in the Contract awarded to Contractor, and in any change orders, for such Project.

Company: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **CONTRACTOR'S CERTIFICATE REGARDING DRUG-FREE WORKPLACE**

This Drug-Free Workplace Certification form is required from all successful bidders pursuant to the requirements mandated by Government Code section 8350 et seq., the Drug-Free Workplace Act of 1990. The Drug-Free Workplace Act of 1990 requires that every person or organization awarded a contract or grant for the procurement of any property or service from any State agency must certify that it will provide a drug-free workplace by performing certain specified acts. In addition, the Act provides that each contract or grant awarded by a State agency may be subject to suspension of payments or termination of the contract or grant, and the Contractor or grantee may be subject to debarment from future contracting, if the contracting agency determines that specified acts have occurred.

Pursuant to Government Code section 8355, every person or organization awarded a contract from a State agency shall certify that it will provide a drug-free workplace by doing all of the following:

1. Publishing a statement, notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's or organization's workplace, and specifying actions which will be taken against employees for violations of the prohibition.
2. Establishing a drug-free awareness program to inform employees about all of the following:
  - a. The dangers of drug abuse in the workplace;
  - b. The person's or organization's policy of maintaining a drug-free workplace;
  - c. The availability of drug counseling, rehabilitation, and employee-assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations.
3. Requiring that each employee engaged in the performance of the contract or grant be given a copy of the statement required by subdivision (a) and that, as a condition of employment on the contract or grant, the employee agrees to abide by the terms of the statement.

I, the undersigned, agree to fulfill the terms and requirements of Government Code section 8355 listed above and will (a) publish a statement notifying employees concerning the prohibition of controlled substance at the workplace, (b) establish a drug-free awareness program, and (c) require each employee engaged in the performance of the contract be given a copy of the statement required by section 8355(a) and require such employee agree to abide by the terms of that statement.

I also understand that if the Buena Park School District determines that I have either (a) made a false certification herein, or (b) violated this certification by failing to carry out the requirements of Section 8355, that the contract awarded herein is subject to termination, suspension of payments, or both. I further understand that, should I violate the terms of the Drug-Free Workplace Act of 1990, I may be subject to debarment in accordance with the requirements of Section 8350 et seq.

I acknowledge that I am aware of the provisions of Government Code section 8350 et seq. and hereby certify that I will adhere to the requirements of the Drug-Free Workplace Act of 1990.

DATE: \_\_\_\_\_

CONTRACTOR

By: \_\_\_\_\_

Signature

**CONTRACTOR’S CERTIFICATE REGARDING ALCOHOLIC BEVERAGE  
AND TOBACCO-FREE CAMPUS POLICY**

The Contractor agrees that it will abide by and implement the District’s Alcoholic Beverage and Tobacco-Free Campus Policy, which prohibits the use of alcoholic beverages and tobacco products, of any kind and at any time, in District-owned or leased buildings, on DISTRICT property and in DISTRICT vehicles. The Contractor shall procure signs stating “ALCOHOLIC BEVERAGE AND TOBACCO USE IS PROHIBITED” and shall ensure that these signs are prominently displayed in all entrances to school property at all times.

DATE: \_\_\_\_\_

\_\_\_\_\_  
CONTRACTOR

By: \_\_\_\_\_

Signature

## PERFORMANCE BOND

**KNOW ALL MEN BY THESE PRESENTS** that we, \_\_\_\_\_ as Principal,  
and

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as Surety, are held and firmly bound unto **BUENA PARK SCHOOL DISTRICT** hereinafter the "Obligee", in the penal sum of \_\_\_\_\_ Dollars(\$ \_\_\_\_\_) of the United States, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally.

### **THE CONDITION OF THIS OBLIGATION IS SUCH THAT:**

**WHEREAS**, the Obligee, by resolution of its Board of Education has awarded to the Principal a Contract for the Work described as **[PROJECT]**.

**WHEREAS**, the Principal, has entered into a Contract with the Obligee for performance of the Work; the Agreement and all other Contract Documents set forth therein are incorporated herein and made a part hereof by this reference.

**WHEREAS**, by the terms of the Contract Documents ("Contract"), the Principal is required to furnish a bond ensuring the Principal's prompt, full and faithful performance of the Work of the Contract Documents.

**NOW THEREFORE**, if the Principal shall promptly, fully and faithfully perform each and all of the obligations and things to be done and performed by the Principal in strict accordance with the terms of the Contract as said Contract may be modified or amended from time to time; and if the Principal shall indemnify and save harmless the Obligee and all of its officers, agents and employees from any and all losses, liability and damages, claims, judgments, stop notices, costs, and fees of every description, whether imposed by law or equity, which may be incurred by the Obligee by reason of the failure or default on the part of the Principal in the performance of any or all of the terms or the obligations of the Contract, including all modifications and amendments thereto, and any warranties or guarantees required thereunder; then this obligation shall be void; otherwise, it shall be, and remain, in full force and effect.

In the event the Principal is declared by the Obligee to be in breach or default in the performance of the Contract, then, after written notice from the Obligee to the Surety, as provided for herein, the Surety shall either remedy the default or breach of the Principal or shall take charge of the Work of the Contract and complete the Contract with a Contractor other than the Principal at its own expense; provided, however, that the procedure by which the Surety undertakes to discharge its obligations under this Bond shall be subject to the advance written approval of the Obligee.

If the Surety does not proceed to cure or remedy the Principal's default(s) of its performance of the Contract with reasonable promptness, the Surety shall be deemed to be in default on this Bond twenty-one (21) calendar days after receipt of a written notice from Obligee to the Surety demanding that the

Surety perform its obligations under this Bond, and the Obligee shall be entitled to enforce any remedy available to Obligee.

Within twenty-one (21) calendar days of Obligee's written notice to the Surety of the failure of performance of the Contract by the Principal. It shall be the duty of the Surety to give to the Obligee an unequivocal notice in writing of the Surety selection to remedy the default(s) of the Principal promptly or to promptly arrange for performance of the Contract, time being of essence to this Bond. In arranging for such performance of the Contract, Surety shall not elect to contract with the Principal for the completion of the Work of the Project without the prior written consent of Obligee, which consent will not be unreasonably withheld. In said Notice of Election, the Surety shall state the date of commencement of its cure or remedy of the Principal's default(s) or its performance of the Contract. The Surety's obligations for cure or remedy, include but are not limited to: correction of defective or incomplete work and completion of the Contract, additional legal, design professional and delay costs arising from Surety's actions or failure to act; and liquidated damages, or if no liquidated damages are specified in the Contract, actual damages caused by delayed performance or non-performance by the Principal. The Surety shall give prompt written notice to the Obligee upon completion of the cure or remedy of the Principal's default(s) of its performance of the Contract.

In the event the Surety shall fail to issue its Notice of Election to Obligee within the time provided for herein above, the Obligee may thereafter cause the cure or remedy of the Principals failure of performance or default or to complete the Work. The Principal and the Surety shall be each jointly and severally liable to the Obligee for all damages and costs sustained by the Obligee as a result of the Principal's failure of performance under the Contract Documents or default in its performance of obligations thereunder, including without limitation the costs of cure or completion exceeding the then remaining balance of the Contract Price; provided that the Surety's liability hereunder for the costs of performance, damages and other costs sustained by the Obligee upon the Principal's failure of performance under or default under the Contract Documents shall be limited to the penal sum hereof, which shall be deemed to include the costs or value of any Changes of any Work which increases the Contract Price.

The Surety, for value received, hereby consents, stipulates and agrees absolutely and unconditionally that no change, adjustment, alteration, deletion, addition or modification to the terms of the Contract or Contract Documents, including but not limited to Contract Time or Contract Price, or the Work to be performed thereunder, shall in any way release, limit, restrict, or otherwise affect the obligations of the Surety under this Bond. Surety waives notice of any change, adjustment, alteration, deletion, addition or modification to the terms of the Contract or the Contract Documents, including but not limited to the Contract Time or Contract Price, or the Work to be performed thereunder and agrees to automatically adjust the penal sum of this Bond to reflect any adjustments of the Contract Time or Contract Price which increase the Contract Price. The Surety unconditionally and absolutely waives its entitlement, if any, to the benefits of California Civil Code §2845 concerning any security held by the District. The Surety also agrees that it shall not be exonerated or released from the obligations of this Bond, either by total exoneration or pro tanto, by any overpayment or underpayment made by the Obligee under the Contract. The Surety agrees that none of the aforementioned changes adjustments, alterations, deletions, additions, modifications or actions shall in any way affect its obligations on this Bond, and it

does hereby waive notice of any such changes, adjustments, alterations, deletions, additions, modifications, or actions.

Principal and Surety agree that if Obligees are required to engage the services of an attorney in connection with enforcement of this Bond, each shall pay Obligees' costs and reasonable attorney's fees incurred, with or without suit, in addition to the above penal sum.

The guarantees contained in this Bond survive Final Completion of the Work called for in the Contract Documents with respect to the obligations and liabilities of the Principal, which survive Final Completion of the Work.



**IN WITNESS WHEREOF**, the Principal and Surety have executed this instrument this \_\_\_\_ of \_\_\_\_, 20\_\_ by their duly authorized agent or representative.

\_\_\_\_\_  
(Principal Corporate Seal)  
(Principal Name)

By:

\_\_\_\_\_

\_\_\_\_\_  
Name)

(Typed or Printed

Title:

\_\_\_\_\_

\_\_\_\_\_  
(Surety's Corporate Seal)  
(Surety Name)

By: \_\_\_\_\_

(Signature of Attorney-in-Fact for Surety)

\_\_\_\_\_  
(Attached Attorney-in-Fact Certificate)

(Typed or Printed Name)

( )

\_\_\_\_\_

## PROPOSAL BOND

**KNOW ALL MEN BY THESE PRESENTS** that we, \_\_\_\_\_ as Surety and \_\_\_\_\_, as Principal, are jointly and severally, along with our respective heirs, executors, administrators, successors and assigns, held and firmly bound unto **BUENA PARK SCHOOL DISTRICT**, hereinafter the "Obligee," for payment of the penal sum hereof in lawful money of the United States, as more particularly set forth herein.

### **THE CONDITION OF THIS OBLIGATION IS SUCH THAT:**

**WHEREAS**, the Principal has submitted the accompanying Proposal to the Obligee for the Work commonly described as the **[PROJECT]** and the Proposal must be accompanied by Proposal Security.

**WHEREAS**, subject to the terms of this Bond, the Surety is firmly bound unto the Obligee in the penal sum of ten **percent (10%)** of the maximum amount of the Proposal submitted by the Principal to the Obligee, as set forth above, inclusive of additive alternate proposal items, if any.

**NOW THEREFORE**, If the Principal shall not withdraw said Proposal within the period specified therein after the opening of the same, or, if no period be specified, for sixty (60) days after opening of said Proposal; and If the Principal is awarded the Contract, and shall within the period specified therefor, or if no period be specified, within five (5) days after the prescribed forms are presented to him for signature, enter into a written contract with the Obligee, in accordance with the Proposal as accepted and give such bond(s) with good and sufficient surety or sureties, as may be required, for the faithful performance and proper fulfillment of such Contract and for the payment for labor and materials used for the performance of the Contract, or in the event of the withdrawal of said Proposal within the period specified for the holding open of the Proposal or the failure of the Principal to enter into such Contract and give such bonds within the time specified, if the Principal shall pay the Obligee the difference between the amount specified in said Proposal and the amount for which the Obligee may procure the required Work and/or supplies, if the latter amount be in excess of the former, together with all costs incurred by the Obligee in again calling for Proposals, then the above obligation shall be void and of no effect, otherwise to remain in full force and effect.

Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract or the Call for Proposals, the Work to be performed thereunder, the Drawings or the Specifications accompanying the same, or any other portion of the Contract Documents shall in no way affect its obligations under this Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of said Contract, the Call for Proposals, the Work, the Drawings or the Specifications, or any other portion of the Contract Documents.

In the event suit or other proceeding is brought upon this Bond by the Obligee, the Surety shall pay to the Obligee all costs, expenses and fees incurred by the Obligee in connection therewith, including without limitation, attorneys' fees.

**IN WITNESS WHEREOF**, the Principal and Surety have executed this instrument this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by their duly authorized agents or representatives.

\_\_\_\_\_  
(Principal Corporate Seal)

\_\_\_\_\_  
(Principal Name)

By: \_\_\_\_\_

\_\_\_\_\_  
(Typed or Printed Name)

\_\_\_\_\_  
(Surety's Corporate Seal)

(Surety Name)

\_\_\_\_\_  
Surety)

By:  
(Signature of Attorney-in-Fact for

\_\_\_\_\_  
(Attach Attorney-in-Fact Certificate)  
Name)

(Typed or Printed

( ) \_\_\_\_\_  
(Area Code and Telephone Number of Surety)

**CONTRACTOR'S CERTIFICATE REGARDING WORKERS'  
COMPENSATION FORM**

Labor Code section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

4. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
5. By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to employees.
6. For any county, city, city and county, municipal corporation, public district, public agency, or any political subdivision of the state, including each member of a pooling arrangement under a joint exercise of powers agreement (but not the state itself), by securing from the Director of Industrial Relations a certificate of consent to self-insure against workers' compensation claims, which certificate may be given upon furnishing proof satisfactory to the director of ability to administer workers' compensation claims properly, and to pay workers' compensation claims that may become due to its employees. On or before March 31, 1979, a political subdivision of the state which, on December 31, 1978, was uninsured for its liability to pay compensation, shall file a properly completed and executed application for a certificate of consent to self-insure against workers' compensation claims. The certificate shall be issued and be subject to the provisions of Section 3702.

I am aware of the provisions of Labor Code section 3700 which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provision before commencing the performance of the work of this Contract.

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(Signature)

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(Print)

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(Date)

In accordance with Article 5 (commencing at section 1860), Chapter 1, Part 7, Division 2 of the Labor Code, the above certificate must be signed and submitted with the Contractor's bid.

**NON-COLLUSION DECLARATION**

The undersigned declares:

I am the \_\_\_\_\_ [Title] of \_\_\_\_\_ [Name of Company], the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on \_\_\_\_\_ [Date], at \_\_\_\_\_ [City], \_\_\_\_\_ [State].

Signed: \_\_\_\_\_

Typed Name: \_\_\_\_\_

**GUARANTEE**

Guarantee for \_\_\_\_\_ . We hereby guarantee that the \_\_\_\_\_, which we have installed in \_\_\_\_\_ has been done in accordance with the Contract Documents, including without limitation, the drawings and specifications, and that the work as installed will fulfill the requirements included in the bid documents. The undersigned and its surety agrees to repair or replace any or all such work, together with any other adjacent work, which may be displaced in connection with such replacement, that may prove to be defective in workmanship or material within a period of One (1) year from the date of the Notice of Completion of the above-mentioned structure by the Buena Park School District, ordinary wear and tear and unusual abuse or neglect excepted.

In the event the undersigned or its surety fails to comply with the above-mentioned conditions within a reasonable period of time, as determined by the District, but not later than ten (10) days after being notified in writing by the District or within forty eight (48) hours in the case of an emergency or urgent matter, the undersigned and its surety authorizes the District to proceed to have said defects repaired and made good at the expense of the undersigned and its surety, who will pay the costs and charges therefor upon demand. The undersigned and its surety shall be jointly and severally liable for any costs arising from the District's enforcement of this Guarantee.

Countersigned

\_\_\_\_\_  
(Proper Name)

\_\_\_\_\_  
(Proper Name)

By: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Subcontractor or Contractor)

\_\_\_\_\_  
(Signature of General Contractor if for Subcontractor)

Representatives to be contacted for service:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

## **INSURANCE DOCUMENTS & ENDORSEMENTS**

The following insurance endorsements and documents must be provided to the Buena Park School District within five (5) calendar days after receipt of notification of award. If the apparent low bidder fails to provide the documents required below, the District may award the Contract to the next lowest responsible and responsive bidder or release all bidders, and the bidder's bid security will be forfeited. All insurance provided by the bidder shall fully comply with the requirements set forth in Article 11 of the General Conditions.

1. General Liability Insurance: Certificate of Insurance with all specific insurance coverages set forth in Article 11 of the General Conditions, proper Project description, designation of the District as the Certificate Holder, a statement that the insurance provided is primary to any insurance obtained by the District and minimum of 30 days' cancellation notice. Bidder shall also provide required additional insured endorsement(s) designating all parties required in Article 11 of the General Conditions. The additional insured endorsement shall be an ISO CG 20 10 (04/13), or an ISO CG 20 38 (04/13), or their equivalent as determined by the District in its sole discretion.

Incidents and claims are to be reported to the insurer at:

Attn: \_\_\_\_\_

(Title) \_\_\_\_\_ (Department) \_\_\_\_\_

\_\_\_\_\_

(Company)

\_\_\_\_\_

(Street Address)

\_\_\_\_\_

(City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip Code) \_\_\_\_\_

( \_\_\_\_\_ ) \_\_\_\_\_

(Telephone Number)

2. Workers' Compensation/ Employer's Liability Insurance: Certificate of Workers' Compensation Insurance meeting the coverages and requirements set forth in Article 11 of the General Conditions, minimum of 30 days' cancellation notice, proper Project description, waiver of subrogation and any applicable endorsements.

3. Automobile Liability Insurance: Certificate of Automobile Insurance meeting the coverages and requirements set forth in Article 11 of the General Conditions, minimum 30 days' cancellation notice, any applicable endorsements and a statement that the insurance provided is primary to any insurance obtained by the District.

Incidents and claims are to be reported to the insurer at:

Attn: \_\_\_\_\_  
\_\_\_\_\_  
(Title) (Department)  
\_\_\_\_\_  
(Company)  
\_\_\_\_\_  
(Street Address)  
\_\_\_\_\_  
(City) (State) (Zip Code)  
(\_\_\_\_\_) \_\_\_\_\_  
(Telephone Number)

DATE: \_\_\_\_\_

\_\_\_\_\_  
CONTRACTOR

By: \_\_\_\_\_

Signature



## DISABLED VETERAN BUSINESS ENTERPRISE (DVBE) CONTRACTOR CLOSE-OUT STATEMENT

The Contractor shall complete this form, as a condition to Final Payment, for purposes of reporting participation by Disabled Veteran Business Enterprises (DVBE) in the Contract for the Project/Bid No. specified below.

CalSHAPE Phase 2, Upgrade & Repair (U&R) and Energy Efficiency Projects:

Bid No.: \_\_\_\_\_

DSA No.: \_\_\_\_\_

Name	Address/Phone	Category of Work*	\$ Amount of Contract

\* Categories of work include: (1) construction services (specify services that DVBE will provide); (2) architecture and engineering services; (3) procurement of materials, supplies and equipment; and (4) information technology.

The undersigned, on behalf of the Contractor, certifies that DVBE participation on the Contract for Bid No. \_\_\_\_\_ equaled \_\_\_\_\_ dollars (\$ \_\_\_\_\_), which represents approximately \_\_\_\_ percent (\_\_\_\_%) of the total Contract price including change orders for the Project.

Company: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# **CONTRACTOR CERTIFICATION REGARDING BACKGROUND CHECKS**

**(CalSHAPE Phase 2, Upgrade & Repair (U&R) and Energy Efficiency Projects)**

\_\_\_\_\_ certifies that it has performed one of the following:

[Name of contractor/consultant]

- Pursuant to Education Code section 45125.1, Contractor has conducted criminal background checks, through the California Department of Justice, of all employees providing services to the \_\_\_\_\_ District, pursuant to the contract/purchase order dated \_\_\_\_\_, and that none have been convicted of serious or violent felonies, as specified in Penal Code sections 1192.7(c) and 667.5(c), respectively.

As further required by Education Code section 45125.1, attached hereto as Attachment "A" is a list of the names of the employees of the undersigned who may come in contact with pupils.

OR

- Pursuant to Education Code section 45125.2, Contractor will ensure the safety of pupils by one or more of the following methods:
  - 1. The installation of a physical barrier at the worksite to limit contact with pupils.
  - 2. Continual supervision and monitoring of all employees of the entity by an employee of the entity whom the Department of Justice has ascertained has not been convicted of a violent or serious felony.

I declare under penalty of perjury under the laws of the United States that the foregoing is true and correct.

Date \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
[Name of Contractor/Consultant]

\_\_\_\_\_  
By its: \_\_\_\_\_

**ATTACHMENT A:**

**CONTRACTOR CERTIFICATION REGARDING BACKGROUND CHECKS (A)**

*(INSERT NAMES OF EMPLOYEES WHO MAY COME IN CONTACT WITH PUPILS)*