

JAMESTOWN SCHOOL DISTRICT

Request for Proposals

INSTALLATION OF DRINKING FOUNTAINS & BOTTLE FILLING STATIONS

RFP NO. #1920-01

**SUBMITTALS DUE ON OR BEFORE:
10:00 A.M. ON JANUARY 30, 2020**

**ATTN: CONTESSA PELFREY
JAMESTOWN SCHOOL DISTRICT
18299 FIFTH AVENUE
JAMESTOWN, CA 95327**

FOR ADDITIONAL INFORMATION PLEASE CONTACT:

**ALYN KLYN
DIRECTOR OF MAINTENANCE AND OPERATIONS
aklyn@jespanthers.org**

DESCRIPTION AND OVERVIEW OF PROJECT & REQUIRED SERVICES

NOTICE IS HEREBY GIVEN that the Jamestown School District of Tuolumne County, California, acting by and through its Board of Education, hereinafter referred to as the Jamestown School District (JSD), will receive up to but not later than **10:00 a.m. on January 30, 2020** sealed proposals for the award of a contract for **Installation of Drinking Fountains & Bottle Filling Stations, RFP No. #1920-01**

JAMESTOWN SCHOOL DISTRICT is accepting Statement of Qualifications (SOQ) and cost proposal from licensed and bonded contractors to provide professional services for the installation of drinking fountains and bottle filling stations as stated in the Scope of Work (SOW) for the Jamestown School District (JSD).

Each proposal must conform and be responsive to this Notice of Request for Proposal, the Information for Proposers, the Specifications, and all other documents comprising the pertinent contract documents. Copies of the contract documents are now on file and may be obtained in the District Office at 18299 Fifth Avenue, Jamestown, CA 95327.

SOQs shall outline the skills and experience in the type of work described in this notice. In addition, all interested firms shall have sufficient and readily available qualified personnel, specialized skills, and financial capacity to carry out the work without delays or shortcomings.

Services required by this request for qualifications shall be performed under the responsible charge of a Project Manager.

Statements of Qualifications must include:

1. Names of contracting company owners, location, years in business and services offered.
2. At least two examples of similar projects by the contractor within the past three years.
3. A letter confirming that the firm has liability insurance available.

Jamestown School District requests that Submittals be concise and clearly written containing only essential information. Bindings, colored displays, promotional material, etc., will receive no evaluation credit. Emphasis should be on completeness and clarity of content.

Cost of preparation of the response to the RFP is solely the responsibility of the contractor. The District accepts no liability or responsibility whatsoever for the cost of the preparation or presentation of the proposal.

Please provide your qualifications and cost estimates to Jamestown School District. Such sealed proposals shall be received at the location specified below, and shall be opened at the stated time and place:

Jamestown School District
District Office
Attn: Contessa Pelfrey
18299 Fifth Avenue
Jamestown, CA 95327

Date of Opening: January 30, 2020

Time of Opening: 10:00 a.m.

Contractors interested in inspecting the District site only and current equipment may attend the **Pre-Bid Conference** which will be held on January 7, 2020, @ 9:30 a.m., at District Office, 18299 Fifth Avenue, Jamestown, CA 95327

The successful bidder and each of its subcontractors of any tier will be required to pay not less than the general prevailing rates of per-diem wages in the locality in which the work is to be performed for each craft or type of worker needed to execute the contract ("Prevailing Wages"). A copy of the per diem rates of Prevailing Wages applicable to the Project is on file and available for review at <http://www.dir.ca.gov/dlsr/pwd/index.htm>

No proposer may withdraw its proposal for a period of sixty (60) days after the date set for the receipt of proposals.

The Jamestown School District is committed to providing equal educational, contracting and employment opportunity to all in strict compliance with all applicable state and federal laws and regulations. The District Director of Business Services will monitor compliance. Any individual who believes s/he has been a victim of unlawful discrimination in employment, contracting, or in an educational program may file a formal complaint with the District's Director of Business Services

Gary Wilson
Clerk, Board of Education
Jamestown School District
Tuolumne County, California

Publication dates: December 4, 2019 and December 11, 2019 -- Union Democrat, Website

PROJECT BACKGROUND AND SCOPE OF WORK

Jamestown Elementary School District (JESD) is located in Jamestown, California and serves two schools, Jamestown Elementary School and Chinese Camp Elementary School. JESD serves an estimated community population of 3,400 and has 384 students enrolled. The District has various drinking fountains on each school campus that are old, unappealing, and some broken which impair students' access to drinking water. The District would like to have a total of 10 drinking fountains and bottle filling stations installed throughout the two school campuses. The project includes a total of 7 existing drinking water fountains in the District that will be getting replaced. The project also includes a total of 3 new installations of units in the District, either a retrofit to an existing unit, or a completely new fountain where there isn't one currently.

Drinking fountains and bottle filling stations will be provided by the school district. See Attachment A for a complete list and details of each drinking fountain for each school.

The cost estimate should include:

- Labor
- Parts
- Travel
- Etc.

TERM

The initial contract period will commence upon award of contract (anticipated award date: February 12, 2020 through August 14, 2020)

SCHEDULE

The selection process is anticipated to proceed as outlined below; however, it is subject to change at the discretion of Jamestown School District.

Project Benchmarks	Date (No Later Than)
Request for Proposals Available	December 4, 2019
Pre-Bid Conference (Walk-through)	January 7, 2020
Deadline for inquiries	January 10, 2020
SOQ Due and Contractor Selected	January 30, 2020
Board Meeting	February 12, 2020

Respondents may contact Contessa Pelfrey, Superintendent, cpelfrey@jespanthers.org for further information regarding contractual questions for this RFP. All requests for interpretation or questions must be sent in writing, via email only.

Questions should be received no later than **3:00 p.m., January 10, 2020**. Any clarifications resulting from questions will be distributed to all firms that received an RFP Package. Questions received after **3:00 p.m., January 10, 2020 will NOT be addressed.**

PROPOSALS

Proposals to receive consideration shall be made in accordance with the following instructions.

1. Proposals shall be made upon the form therefore obtained at the office referenced above and properly executed. Proposal forms shall be completed by writing in ink or by typewriter. Proposals are to be verified before submission as they cannot be corrected after proposals are opened. The signature of all persons signing shall be in longhand by authorized signatory personnel of your company. The completed form shall be without interlineations, alterations or erasures. Alternative proposals will not be considered. No oral or telegraphic modifications will be considered.
2. Before submitting a proposal, proposers shall carefully read the specifications and the forms of other documents. They shall fully inform themselves as to all existing conditions and limitations, and shall include in the proposal a sum to cover the cost of all items included in the Contract. No allowance will be made because of lack of such examination or knowledge.
3. The decision as to acceptability of items rests solely with the District staff. Proposer shall submit complete information on the services stated in proposal form. Failure to do so may nullify the proposal. Any concerns regarding the specifications must be called to the attention of the District prior to the opening date set forth herein.
4. Proposals shall be delivered to the District, at the office indicated on or before the day and hour set for the opening of proposals in the NOTICE OF REQUEST FOR PROPOSAL. The proposal is to be submitted in a sealed envelope bearing the description of the proposal call, and the name of the proposer. It is the responsibility of the proposer to ensure that its proposal is received in proper time and at the proper place. Any proposals received after the scheduled closing time for receipt of proposals shall be returned to the proposer unopened.

PRICES

Itemized pricing is to be submitted and included in the RFP packet. Corrections may be inserted prior to the proposal opening. Changes must be made in ink and initialed by the person signing the proposal or by his/her authorized representative.

TAXES

For the purposes of this RFP, any applicable taxes, fees or government surcharges shall be itemized separately. Federal excise taxes are not applicable to public school districts.

BID NEGOTIATIONS

A proposal to any specific requirement of the Request for Proposal with terms such as “negotiable,” “will negotiate,” or similar, will be considered non-responsive to that specific item and may render the entire proposal non-responsive and subject to rejection.

ADDENDA OR BULLETINS

Any addenda or bulletins issued by the District during the time of the proposal process or forming a part of the documents issued to the proposer for the preparation of its proposal shall be covered in the proposal and shall be made a part of the Contract. Any additions or corrections will be addressed in the form of addenda, which will be sent via email to the contact person who registered with the District for this opportunity.

WITHDRAWAL OF PROPOSALS

Any proposer may withdraw its proposal, either personally or by a written request, at any time prior to the scheduled time for opening of proposals.

AWARD OR REJECTION OF PROPOSALS

The Contract will be awarded to the successful vendor based on the selection criteria outlined in this request for proposals. The Governing Board of the District, however reserves the right to reject any/or all proposals, to accept or reject any one or more items of a proposal, and to waive any informality or irregularity in the proposals or in the proposal process. If a proposal fails to conform to requirements set forth in the Notice Inviting Proposals, or any of the other Contract Documents (including, without limitation, if the District determines that the proposal is unintelligible, internally inconsistent or ambiguous), the District may reject the proposal as not responsive to the Notice of Request for Proposal. The District may, but is not required to, seek information from any vendor that may resolve an ambiguity in the vendor’s proposal.

WITHDRAWAL OF PROPOSALS AFTER OPENING

No vendor may withdraw its proposal for a period of sixty (60) days after the date set for the opening thereof.

AGREEMENT

The form of Agreement, which the successful vendor, as “Contractor,” will be required to execute, is included in the contract documents and should be carefully examined by the vendor. The Agreement will be executed in two (2) original counterparts. The complete Contract consists of the following documents (i.e., the “Contract Documents”): Notice of Request for Proposal, Introduction, Information for Proposers, Contents of Proposals, Submittal Requirements, Evaluation and Selection Process, Agreement (including all modifications thereof and duly incorporated therein), Proposal Form, Renewal Clause, Payment Terms, Non-Collusion Affidavit, Workers’ Compensation Certificate, Certification Regarding Disbarment, Suspension, Ineligibility and Voluntary Exclusion, Affirmative Action Program form, Drug-Free Workplace Certification, Fingerprinting/Criminal Background Investigation Certification, Designated Subcontractors List, Proposal Quotation Sheet, References, Performance Bond, Payment

Bond, Specification Addenda (if any), and the Purchase Order, if applicable. All of the above documents are intended to cooperate and be complementary so that any instructions or requirements called for in one and not mentioned in the other, or vice versa, are to be executed the same as if mentioned in all said documents. The intention of the documents is to include all labor, materials, equipment and transportation necessary for the proper delivery of all services called for in the Contract.

INTERPRETATION OF DOCUMENTS

If any contractor submitting a proposal for the proposed Contract is in doubt as to the true meaning of any part of the plans, specifications or other Contract Documents, or finds discrepancies in, or omissions from the drawings or specifications, the vendor may submit a request for an interpretation or correction thereof to:

Contessa Pelfrey, Superintendent
Jamestown School District
18299 Fifth Avenue
Jamestown, CA 95327
cpelfrey@jespanthers.org

All questions and inquiries regarding this RFP shall be submitted in writing, on company letterhead, on or before **January 10, 2020 @ 3:00.**

It is the vendor's responsibility to verify existing conditions. Information shown on drawings, which describes existing conditions, has been obtained from the best available sources, but cannot be guaranteed as accurate in all aspects. The vendor must verify all such information prior to submitting its proposal and again prior to work affected by existing conditions.

Any interpretations or corrections of the Contract Documents will be made only by Addendum duly issued and a copy of such Addendum will be mailed or delivered to each person receiving a set of such documents. The District will not be responsible for any other explanations or interpretations of the contract documents. Any Addenda issued during the time of bidding, or forming a part of the documents loaned to the vendor for the preparation of its proposal, shall be made a part of the Contract.

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 called for. A person, firm or corporation submitting a sub-proposal to a proposer, or who has quoted prices on materials to a proposer, is not thereby disqualified from submitting a sub-proposal or quoting prices to other proposers. No person, firm, or corporation who has participated in the preparation of any of the specifications described in this Contract shall be allowed to submit a proposal; a proposal by such a person, firm or corporation shall be determined to be nonresponsive.

ASSIGNMENT OF CONTRACT

No assignment by the successful firm of any contract to be entered into hereunder or any part thereof,

or of funds to be received thereunder by the successful firm, will be recognized by the District unless such assignment has had the prior written approval of the District and the surety has been given due notice of such assignment in writing and has consented thereto in writing.

PERMITS AND LICENSES

The vendor and all of the vendor's employees or agents shall secure and maintain in force such licenses and permits as are required by law in connection with the furnishing of materials, articles, or services listed herein. All operations and materials shall be in accordance with all applicable federal, state, county, and city requirements.

CONTRACTOR/SUBCONTRACTOR REGISTRATION

A Contractor or Subcontractor shall not be qualified to bid on, be listed on a bid proposal (subject to the requirements of Public Contract Code § 4104), or engage in the performance of any contract for public work unless currently registered and qualified to perform public work pursuant to Labor Code §1725.5, except under the limited circumstances set forth in Labor Code §1771.1(a). This requirement shall apply to any bid proposal submitted on or after March 1, 2015, and any contract for public work awarded on or after April 1, 2015. On or after such dates, the District may not accept a bid or enter into a contract for a public works project with an unregistered contractor.

NON-COLLUSION AFFIDAVIT

All vendors submitting a proposal in response to the Notice For Proposal are required to sign the Non-Collusion Affidavit contained herein and submit it with their proposal.

WORKERS' COMPENSATION

In accordance with the provisions of Section 3700 of the Labor Code, the successful vendor shall secure the payment on compensation to its employees. The successful vendor shall sign and file with the District the following certificate prior to performing the work under this Contract: "I am aware of the provisions of Section 3700 of the Labor Code 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 provisions before commencing the performance of the work of this contract." The form of such certification is included as part of the Contract Documents. Each vendor shall sign the certificate and submit it with its sealed proposal.

HOLD HARMLESS

The successful vendor agrees to defend and hold harmless the District, its Governing Board, officers, directors, agents, employees, and independent contractors, individually and collectively, from and against all costs, expenses, losses, claims, demands, suits actions, payments, judgments (including legal and attorney fees), or other liabilities of any nature, arising from death, personal or bodily injuries, property damage or otherwise, however caused, brought or recovered against any of the above-named

persons that (a) occur in connection with the performance of the professional services set forth herein by the successful vendor or any of its officers, employees, agents, or subcontractors; or (b) arise from any act, omission, or breach by the successful vendor or any of its officers, employees, agents, or subcontractors in connection with the professional services set forth herein. The successful vendor further agrees to provide a Certificate of Insurance for liability coverage and limits acceptable to the District.

PROOF OF INSURANCE AND BONDING

The successful vendor shall maintain adequate insurance to protect itself and the District from claims for damages or personal injury, including but not limited to, death, damage to property and loss of property, and from claims under Workers' Compensation Acts, which may arise from operations under a contract with the District. The successful bidder shall be required to file the following proof of such insurance with the District prior to receiving authorization to proceed on a contract:

1. A Certification of Insurance confirming \$1,000,000 combined single limit general liability coverage, automobile liability coverage, professional liability coverage, and contractual liability coverage, all forms naming the **Jamestown School District** as an additional insured and copies of the endorsements to the policies naming the **Jamestown School District** as an additional insured.
2. Proof of workers' compensation coverage.
3. Proof of a Surety Bond

CONFLICTS CHECK

The District reserves the right, before any contract award is made, to require any firm to whom it may make a contract award, to do a conflict check and disclose all actual and potential conflicts to the District. In the event a conflicts check is required; the District will provide a list of major vendors doing a significant amount of business with the District. The potential contractor must disclaim in writing any conflict of interest. Furthermore, the District reserves its rights to reject the selected firm if its conflicts check reveals actual conflicts, and go to the next preferred firm.

FILING A PROTEST

Following the opening of the proposals, the District will issue a notice of intent to award the contract. The notice will identify the vendor to whom the District intends to award the contract and the date, time, and place of the District's Governing Board meeting during which the award of the contract will be considered. Any vendor submitting a proposal may file a protest with the Superintendent for in accordance with the procedures set forth in this section. The District will not consider any verbal protests (e.g. by telephone) or any protests sent by electronic mail (e-mail). In order for a protest to be valid and considered by the District the protest must: (a) be filed not later than 4:00 p.m. on the fifth (5th) business day following the date of issuance of the District's notice of intent to award the contract; (b) clearly identify the vendor on whose behalf the protest is being filed, together with the name, address and telephone number of the person representing the vendor for purposes of the protest; (c) clearly identify the specific proposal process, proposal, or intended award of contract being protested; (d) clearly identify and describe in detail the specific basis or bases for the protest and all facts relevant

thereto and in support thereof; (e) clearly identify all references to the specific portions of all documents relevant to the protest; (f) clearly identify and describe in detail all arguments in support of the protest, including, without limitation, citations to all legal authorities; and (g) be submitted with all documentation that is relevant to and supports the basis or bases underlying the protest. All matters not set forth in the written protest shall be deemed waived.

If a protest filed by a vendor does not comply with each and every one of the foregoing requirements, the District shall reject the protest as invalid. If a vendor files a valid protest, the Superintendent or designee shall review the protest and all relevant information and documents. The Superintendent or designee may also convene a meeting with the protesting vendor in an attempt to resolve the issues raised in the bid protest. Within five (5) business days of receipt of the written protest, the Superintendent or designee shall provide the protesting vendor with a written statement concurring with or denying the written protest.

The vendor may appeal the Superintendent's or designee's decision to the District's Governing Board by providing written notice to the Superintendent no later than three (3) business days following the date of issuance of the District's written statement regarding the protest. The Board will not act upon a protest unless each of the preceding steps has been exhausted. Should an appeal be requested, the protest will be referred to the Board, along with all documentation and correspondence regarding the protest. The Board will render a final determination by taking action to adopt, modify, or reject the protest. Action taken by the Board shall be final and not subject to appeal or reconsideration by the District, any employee or officer of the District, or the Board.

The issuance of a written statement by the Superintendent or designee and subsequent action by the Board shall be conditions precedent to the institution of any legal or equitable proceedings related to the proposal process, the District's intent to award the contract, the District's disposition of any protest, or the District's decision to reject all proposals.

The procedures and time limitations set forth above are mandatory and shall be the protesting vendor's sole and exclusive remedy in the event of a bid protest. No vendor may rely on a protest filed by another vendor as a means of satisfying such requirements. Failure to comply with these procedures shall constitute a waiver of the right to pursue the bid protest, including the initiation of legal proceedings.

METHOD OF AWARD AND EVALUATION

The award of the Contract will be made based on the lowest overall bid.

CLARIFICATION OF PROPOSAL

The District reserves the right to contact any and all firms submitting proposals for the purpose of clarifying any issues related to the proposal submitted. Each proposal must identify one contact person authorized to interpret the proposal. The contact person must be available to answer questions via telephone on January 30, 2020 **from 3:00-5:00 p.m.**

NEWS RELEASES

News releases pertaining to the RFP or the services, study, data, or project to which it relates will not be made without the prior written approval of the District. No results of the program are to be released

without prior written approval of the District.

INDEPENDENT PRICE DETERMINATION

By submission of a proposal, the vendor certifies, and in the case of a joint proposal, each party thereto certifies as to its own organization, that in connection with this proposal:

1. The prices in the proposal have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition as to any matter relating to such prices with any other proposer or with any competitor; and
2. Unless otherwise required by law, the prices which have been quoted in the proposal have not been knowingly disclosed by the vendor prior to award directly or indirectly to any other proposer or to any competitor; and
3. No attempt has been made or will be made by the vendor to induce any other person or firm to submit or not submit a proposal for the purpose of restricting competition.
4. Each person signing the proposal certifies that he/she:
 - a. Is the person in the vendor's organization responsible within that organization for the decision as to the prices being offered in the proposal and has not participated (and will not participate) in any action contrary to the above?
 - b. Is not the person in the vendor's organization responsible within that organization for the decision as to the prices being offered in the proposal but has been authorized, in writing, to act as agent for the persons responsible for such decision in certifying that such persons have not participated (and will not participate) in any action contrary above?

DELIVERY OF BONDS, CERTIFICATES, ETC.

Unless otherwise specified herein, the successful vendor shall, within fourteen (14) calendar days after notice by the District, sign and deliver all bonds, certificate of insurance, and other required documents. In the event the vendor to whom an award is made fails or refuses to deliver such documents, the District may reject the vendor's proposal and may award the contract to the next responsible vendor, or may reject all proposals and call for new proposals.

EQUAL OPPORTUNITY EMPLOYER

The Employer is an Equal Opportunity Employer. The vendor, in submitting its proposal certifies that it is an Equal Opportunity Employer, and certifies that it is in compliance with the Civil Rights Act of 1964, the California Fair Employment & Housing Act, and all other applicable federal and state laws and regulations relating to equal opportunity employment, including Executive Order No. 11246 of September 24, 1965.

ANTI-DISCRIMINATION

It is the policy of the District that in connection with all work performed under contracts, there will 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 vendor agrees to comply with applicable federal and California laws, including, but not limited to, the California Fair Employment

& Housing Act beginning with California Government Code §§12940 et seq. and Labor Code Section 1735. In addition, the vendor agrees to require like compliance by any subcontractors employed to perform any work or services on the Contract.

FINGERPRINTING OF DISTRICT CONTRACTORS

Upon notification of award, the successful vendor shall comply with all fingerprinting requirements under law and contract, including but not limited to the requirements of Education Code sections 45125.1 and 45125.2.

TOBACCO-FREE DISTRICT

The District prohibits the use of tobacco, whether smoked or smokeless on any District property.

PUBLIC WORKS

To the extent the project is considered to be a public works project, it will be subject to all applicable provisions of the Public Contract Code, Labor Code, and other laws, regulations, rules and other governmental requirements relating to public works construction, including, without limitation, requirements for payment of prevailing wages, and the successful vendor shall be required to know and comply with any and all such applicable requirements.

In entering into a public works contract or a subcontract to supply goods, services, or materials pursuant to a public works contract, the successful vendor or subcontractor offers and agrees to assign to the awarding body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time the awarding body tenders final payment to the successful vendor, without further acknowledgement by the parties.

Jamestown Elementary School District will review all qualifications received and select the top three most qualified candidates based in the evaluation criteria defined below.

Evaluation Criteria

1. Qualifications and experience of the key project personnel.
2. Contractor's past experience with similar projects.
3. Technical and professional capacity to address each of the scope of work items with or without subcontracting.
4. Travel distance from project site.
5. Experience with local agencies.
6. Turnkey design and construction capability.
7. Capability to meet time and budget requirements.

AWARD OF CONTRACT

The District reserves the right to reject any and all proposals, to contract work with whomever and in whatever manner the District decides, to terminate the RFP and any documents associated with the RFP, including but not limited to a Letter of Intent/Letter of Agreement, in its sole discretion at any time, to abandon the work entirely, and to waive any informality or non-substantive irregularity as the interests of the District may require. The District reserves the right to make an award of this contract at any time up to 90 days from the date of bid opening.

Jamestown Elementary School District will provide a written Letter of Award to the selected contractor via email. The letter shall identify the project cost and time estimate, Project Manager name and contact information.

CONTACT WITH GOVERNING BOARD

Agents of any company, or any related associates, are prohibited from making any direct or indirect contact with any board member during the proposal process on any project on which the agent intends to or has submitted a proposal. Any agent, or associate, violating this policy shall be deemed disqualified from this contract opportunity. Should such contact come to light after the contract is awarded and the entity was deemed the successful vendor, the Board reserves the right to cancel any contract awarded.

PRIVACY

The District will open and review proposals privately to assure confidentiality and to avoid disclosure of the contents to competing contractors prior to and during the review and evaluation process. The District, may, upon applicable request, disclose any proposal to the extent it is a public record in accordance with California law.

GOVERNING LAW AND VENUE

In the event of litigation, the bid documents and related matters shall be governed by and construed in accordance with the laws of the State of California. Venue shall be with the appropriate state or federal court located in San Diego County.

THE CONTRACT

The vendor to whom the award is made shall be required to enter into a written contract with the District. The specifications and the vendor's proposal will be attached to, and become a part of the final Contract Documents.

CONTENTS OF PROPOSALS

DESCRIPTION OF FIRM(S)

Provide a brief description of your firm, as well as any other firms joining with your firm to provide services. List and describe the state and federal licenses, certificates and legal authorizations (i.e., CPUC number, FCC ID number or license, etc.) that you hold which allow the provision of services requested in the RFP. The successful vendor will be required to provide the District with copies of the actual licenses and certificates held.

EXPERIENCE AND QUALIFICATIONS OF FIRM(S)

Provide a brief overview of your technical experience, qualifications, and background in providing contractor services for similarly-sized customers. Indicate the prior experience of your firm that you consider relevant to this contract. Include sufficient detail to demonstrate the relevance of such experience.

The successful vendor hereby agrees to bind every subcontractor by the terms and conditions of this Contract as far as such terms and conditions are applicable to the subcontractor(s) work. If the successful vendor subcontracts any part of this Contract, the successful vendor shall be as fully responsible to the District for acts and omissions of its subcontractor(s) and of persons either directly or indirectly employed by the successful vendor. Nothing contained in these Contract Documents shall create any contractual relation between any subcontractor and the District.

Subcontractor Requirements: Any subcontractors performing services in connection with this contract must be fully listed and detailed in the proposal submitted by the vendors. State any work proposed to be provided by the subcontractor, and provide evidence of each subcontractor's capability and willingness to carry out the work. Include descriptive information concerning the subcontractor's organization and abilities. Use the form on Page [#] to identify subcontractors. For each proposed subcontractor, include the firm name and address, Contractor's License number, management contact person, and a complete description of work to be subcontracted.

PROPOSED METHODOLOGY FOR PROVIDING SERVICES

Describe the methodology by which you would implement services for the District. Please include your implementation plans; the construction phase, if any; the time frame in which services will be implemented; any testing that will be required, and the cutover and how this will be implemented, keeping in mind the cutover cannot in any way disrupt instructional hours and may require after hours or weekend work. Also describe the process in which services can be scaled up in the event the District would need to upgrade the service levels to meet increased demands.

SERVICE LEVELS PROVIDED

Provide your Service Level Agreement. Also, describe how problems will be addressed, and include

problem escalation procedures and restoration time periods for all services proposed. Also identify how billing will be incurred during the implementation process.

REFERENCES

Provide information for your three (3) most recent customers for whom your firm provided services similar in scope to those being proposed. State your role in this project. Provide the customer's business name, name of contact person, title, phone number and email address of the individual at each reference site whom we can contact for information. Inform your references that we may be contacting them to discuss your performance if you are among those selected for consideration.

COSTS AND PRICING

Provide all required information and all costs, including all applicable cutover charges, installation (if applicable), account set up charges, fees, taxes and surcharges. As stated in the Pricing section, the District is exempt from federal excise taxes. Also, the District does not pay late fees.

BILLING

Billing shall be provided on an individual circuit basis, in addition to a summary bill and will contain full detail. All billing/invoicing shall be in accordance with rates quoted herein. The District shall not be subject to charges not detailed or quoted herein.

Vendor shall describe if a single account representative is available for billing assistance, and if so provide contact information. Describe available billing assistance.

Vendor shall describe the methodology for resolving billing issues. The vendor will be responsible for identifying and correcting all errors in a reasonable timeframe. For billing errors identified by the District, vendor will provide adjustment of charges within two bill cycles of notification.

Vendor must describe its policy regarding the issuing of credits. Are all credits applied as adjustments on future invoices, or may the District elect to receive a payment check if desired?

EVIDENCE OF RESPONSIBILITY

Vendors shall submit, with their proposals all necessary evidence showing their financial resources, experience in the type of work being required by the District, organization available for the performance of the work, and any other required evidence of qualifications to perform. The District shall consider such evidence before making its award decision. Failure to submit adequate evidence of the vendor's responsibility to perform may result in rejection of the proposal.

OTHER DOCUMENTS OF AGREEMENT

Vendors submitting proposals that require the District to sign additional contractor agreement documents (e.g., Service Level Agreements) must submit all such documents in their entirety and in original form with their Proposal. Documents not submitted with the proposal will not be reviewed or signed by the District and will not constitute a part of this agreement. Furthermore, vendors shall note on such documents that the District's terms and conditions contained in this document take precedence over any and all conflicting language found in the vendor's documents.

BID SUBMITTAL REQUIREMENTS

1. **NUMBER OF COPIES:** Each vendor must submit two original “hard” copies and one electronic copy (.pdf) of its proposal to the District.
2. **PAGE FORMAT:** The font size of the text included in the proposal must not be less than 11-point, and a proposal must be no more than 40 single-sided pages, or 20 double-sided pages in total length, not including attachments, tab pages, dividers et cetera. The proposal should be submitted in the following order:
 - a. Cover page, identifying RFP #**1920-01 Installation of Drinking Fountains and Bottle Filling Stations**, company/vendor name, authorized person responsible for completing the proposal and his/her contact information. (Limited to 1 single-sided page.)
 - b. Introduction Statement. (Limited to 1 single-sided page.)
 - c. Contents of Proposal – (Limited to 4 single-sided pages, or 2 double-sided pages per section.)
 - d. All District provided forms requiring signature or information, completed and submitted in numerical page order.
 - e. Additional information provided by vendor, if desired. (Not to exceed 6 single-sided pages; or 3 double-sided pages.)
3. **RESPONSES MUST BE SEALED:** Responses must be sealed in an envelope or box and identified with the following information: RFP #**1920-01 Installation of Drinking Fountains and Bottle Filling Stations**, company or vendor name, date due and the time due.” If delivery service is used which prohibits such markings on their envelopes or package, this information must be placed on the outside of an interior envelope or package.
4. **ADDRESS FOR SUBMITTING RESPONSES:** Responses must be addressed and sent or delivered to the address specified in the Notice of Request for Proposal.
5. **RESPONSIBILITY FOR DELIVERY OF PROPOSALS:** Each vendor shall be solely responsible for ensuring that its proposal is received by the District prior to the deadline specified in this RFP. Any proposals received after the scheduled closing time for receipt of proposals shall be returned to the proposer unopened.
6. **DEADLINE FOR SUBMITTING RESPONSES:** The deadline for submitting proposals in response to the RFP is the date and time set forth on the cover page of this RFP.

CONTRACTOR AGREEMENT

THIS AGREEMENT ("Agreement"), made and entered into this ____ day of _____, 20____, by and between the Jamestown School District, a school district organized and existing under the laws of the State of California ("District"), and _____ ("Contractor") for: **RFP #1920-01 Installation of Drinking Fountains and Bottle Filling Stations**. In consideration of the mutual covenants contained in this Agreement, the District and Contractor agree as follows:

I

TERM

The term of this Agreement shall commence upon execution of this Agreement by all parties and shall continue through acceptance by the District of all required work and final payment to Contractor. All indemnification provisions contained in the Agreement shall survive beyond the expiration of the Agreement. The term of this Agreement shall be from _____ through _____. Upon mutual agreement by both parties (i.e., Contractor and the District), this Agreement may be renewed for additional one-year terms not to exceed a total of five (5) years.

II

SCOPE OF WORK

The Contractor shall perform the Contract within the time stipulated as herein defined, and shall provide all labor, materials, tools, utility services, and transportation to complete in a workmanlike manner all of the work required in connection with the Contract herein mentioned, in strict compliance with the Contract Documents as specified in Section III below.

III

NON-APPROPRIATION OF FUNDS

Notwithstanding any other provision to the contrary, if for any fiscal year of this Agreement the Governing Board for any reason fails to appropriate or allocate funds for future payments under this Agreement, the District will not be obligated to pay the balance of funds remaining unpaid beyond the fiscal period for which funds have been appropriated and allocated.

IV

TERMINATION

This Agreement may be terminated by the District upon thirty (30) days' written notice to Contractor. The District's right to terminate under this paragraph shall be in addition to any other rights reserved to District under this Agreement.

V

CONTRACT PRICE

The District shall pay to the Contractor \$ _____ ([AMOUNT SPELLED OUT]) as full consideration for the faithful performance of the Contract, subject to any additions or deductions as provided in the contract documents, and including any applicable sales, use or other taxes or costs as specified in the executed pricing sheet(s) incorporated herein by reference.

The contractor and the Contractor's surety, if any, shall be liable for and shall pay the district the sums hereinafter stipulated as liquidated damages for each calendar day of the delay after the date established for substantial completion in the Contract Documents until the work is substantially complete: _____ Dollars (\$ _____)

VI

COMPONENT PARTS OF THE CONTRACT

The Contract entered into by this Agreement consists of the following Contract Documents (referred to herein as the "Contract" or the "Contract Documents"), all of which are component parts of the Contract as if herein set out in full or attached hereto:

- Notice of Request for Proposal
- Introduction
- Information for Proposers
- Contents of Proposals
- Submittal Requirements
- Evaluation and Selection Process
- Agreement
- Proposal Form
- Renewal Clause
- Payment Terms
- Non-Collusion Affidavit
- Workers' Compensation Certificate
- Affirmative Action Program
- Certification Regarding Disbarment, Suspension, Ineligibility and Voluntary Exclusion
- Drug-Free Workplace Certification
- Fingerprinting/Criminal Background Investigation Certification
- Designated Subcontractors List
- Proposal Quotation Sheet
- References
- Performance Bond
- Payment Bond
- Specification Addenda Nos. ____, ____, ____, as issued

All of the Contract Documents are intended to be complementary. Work required by one of the Contract Documents and not by others shall be done as if required by all. This Agreement shall supersede any prior agreement of the parties.

VII

THE DISTRICT'S INSPECTOR

All items shall be subject to the inspection of the District. Inspection of the items shall not relieve the Contractor from any obligation to fulfill this Agreement. Defective items shall be made good by the Contractor, and unsuitable items may be rejected, notwithstanding that such defective work and materials have been previously overlooked by the District and accepted. If any item shall be found defective at any time before final acceptance of the complete delivery, the Contractor shall remedy such defect in a manner satisfactory to the District.

VIII

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 be physically amended to make such insertion or correction.

IX

HOLD HARMLESS

Contractor agrees to defend and hold harmless the District, its Governing Board, officers, directors, agents, employees, and independent contractors, individually and collectively, from and against all costs, expenses, losses, claims, demands, suits actions, payments, judgments (including legal and attorney fees), or other liabilities of any nature, arising from death, personal or bodily injuries, property damage or otherwise, however caused, brought or recovered against any of the above-named persons that (a) occur in connection with the performance of the professional services set forth herein by the Contractor or any of its officers, employees, agents, or subcontractors; or (b) arise from any act, omission, or breach by the Contractor or any of its officers, employees, agents, or subcontractors in connection with the professional services set forth herein. The foregoing shall include, without limitation, all claims, demands, actions, liens, judgments, damages, losses, costs or expenses, or other liabilities incurred by reason of:

1) Liability for (a) death or bodily injury to persons; (b) damage or injury to, loss (including theft), or loss of use of, any property; (c) any failure or alleged failure to comply with any provision of law or the contract documents; or (d) any other loss, damage or expense, sustained by any person, firm or corporation or in connection with the work or services called for in the Contract Documents.

2) Any bodily injury to or death of persons or damage to property caused by any act, omission or breach of the Contractor or any person, firm or corporation employed by the Contractor, either directly or by independent contract, including all damages or injury to, 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 the work or services covered by the contract documents, whether said injury or damage occurs either on or off the District's property.

3) Any dispute between the Contractor and any Subcontractor, supplier, surety or other party, including, without limitation, 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 material suppliers of any tier or any other person employed in connection with the work or services, and/or filing of any stop payment notice or mechanic's lien claims.

- 4) Breach of any warranty, express or implied.
- 5) Failure of the Contractor or its subcontractors to comply with any applicable governmental law, rule, regulation, or other requirement.
- 6) Products installed in or used in connection with the work or services performed.
- 7) This obligation to defend, indemnify, and hold harmless includes any actions by third parties under Labor Code section 2810.

X

ATTORNEYS' FEES

If suit is brought by either party to this Agreement to enforce any of its terms (including all component parts of the contract documents), and the District prevails in such suit, the Contractor shall pay all litigation expenses incurred by the District, including attorneys' fees, court costs, expert witness fees and investigation expenses.

XI

INSURANCE PERMITS AND LICENSES REQUIRED OF THE CONTRACTOR

The Contractor shall maintain insurance adequate to protect it from claims under workers' compensation acts, and from claims for damages for personal injury, including death and damage to property, which may arise from operations under the Contract in amounts specified in the Information for Proposers. The Contractor shall be required to file with the District certificates of such insurance. The failure to furnish such evidence may be considered default by the Contractor.

The Contractor and all of its employees or agents shall secure and maintain in force such licenses and permits as are required by law in connection with the furnishing of materials, articles, or services covered under this Contract. All operations and materials shall be in accordance with the law.

XII

ENTIRE AGREEMENT

The Contract, which consists of all of the documents listed in Section VII above, constitutes the entire agreement between the parties and supersedes any prior or contemporaneous agreement between the parties, oral or written.

XIII

EXECUTION OF OTHER DOCUMENTS

The parties to this Agreement shall cooperate fully in the execution of any and all other documents and in the completion of any additional actions that may be necessary or appropriate to give full force and effect to the terms and intent of the Contract.

XIV

EXECUTION IN COUNTERPARTS

This Agreement may be executed in counterparts such that the signatures may appear on separate signature pages. A copy, or an original, with all signatures appended together, shall be deemed a fully executed Agreement.

XV
BINDING EFFECT

Contractor, by execution of this Agreement, acknowledges that Contractor has read this Agreement and the other contract documents, understands them, and agrees to be bound by their terms and conditions. The Agreement shall inure to the benefit of and shall be binding upon the Contractor and the District and their respective successors and assigns.

XVI
SEVERABILITY/GOVERNING LAW/CHOICE OF FORUM

If any provision of the contract shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof. The contract shall be governed by the laws of the State of California. Any action or proceeding seeking any relief under or with respect to this Agreement shall be brought solely in the Superior Court of the State of California for the County of San Diego, subject to transfer of venue under applicable State law.

XVII
AMENDMENTS

The terms of the contract shall not be waived, altered, modified, supplemented or amended in any manner whatsoever except by written agreement signed by the parties and approved or ratified by the Governing Board.

XVIII
AUTHORITY TO EXECUTE

The individual(s) executing this Agreement on behalf of the Contractor is/are duly and fully authorized to execute this Agreement on behalf of Contractor and to bind the Contractor to each and every term, condition and covenant of the Contract Documents.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the District, by order of its Governing Board, has caused this instrument to be duly subscribed by the Secretary of said Board, and the Contractor has caused this instrument to be duly subscribed and executed, all on the date first hereinbefore set forth.

CONTRACTOR:

DISTRICT:

[Contractor Name]

Jamestown School District

By: _____
[Name of Person Signing]

By: _____
[Name of Person Signing]

Title: _____

Title: _____

Date: _____

Date: _____

Governing Board Date: _____

Item No.: _____

(Corporate Seal)

Contractors are required by law to be licensed and regulated by the Contractor’s State License Board. Any questions concerning a contractor may be referred to the registrar of the board whose address is:

Contractor’s State License Board
9821 Business Park Drive
Sacramento, CA 95827
(916) 255-3900; <http://www2.cscb.ca.gov/>

(Business and Professions Code § 7030)

REQUIRED FORMS

RFP #1920-01
Installation of Drinking Fountains and Bottle Filling Stations
PROPOSAL FORM

Board of Education
Jamestown School District
18299 Fifth Avenue
Jamestown, CA 95327

RE: Request for Proposal No. _____

TO: Members of the Board of Education

The undersigned, doing business under the full and complete legal firm name as set forth below, having examined the Notice of Request for Proposal, Information for Proposers, the Agreement, and all other documents forming a part of the proposal package, hereby proposes to perform the Agreement, including all of its component parts, and to furnish all materials called by them for the entire order for the prices set forth in the quotation sheets contained in said proposal package. The entire proposal package is submitted, together with this Proposal Form.

Name of Company

Legal Status
(i.e., sole proprietorship, partnership, corporation)

Tax I.D. Number
(Sole Proprietorship only)

Address

Authorized Representative: _____
Signature

Name (print or type)

Title

Date

Telephone: () Fax: ()

E-mail Address

RFP #1920-01

**Installation of Drinking Fountains and Bottle Filling Stations,
PAYMENT TERMS**

Vendors are advised that cash discounts of twenty (20) days or more are acceptable. Cash discounts of less than 20 days are not acceptable and will be considered as net 30 days. Net payments are normally paid within 30 days.

Payment terms Net 30 or % Days

Company Name

Signed

Printed Name and Title

Date

RFP #1920-01
Installation of Drinking Fountains and Bottle Filling Stations
NON-COLLUSION AFFIDAVIT

TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

State of California
County of Tuolumne

being first duly sworn, deposes and says that he or she is
 of the party making the foregoing proposal that the proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the proposal is genuine and not collusive or sham; that the proposer had not directly or indirectly induced or solicited any other proposer to put in a false or sham proposal, and has directly or indirectly colluded, conspired, connived, or agreed with any proposer of anyone else to put in a sham proposal, or that anyone shall refrain from bidding; that the proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the proposer or any other proposer, or to fix any overhead, profit, or cost element of the bid price, or of that of any other proposer, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the proposal are true; and further, that the proposer 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, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham proposal.

Signature of Corporate Office _____
Date

NOTARY FOR NONCOLLUSION AFFIDAVIT

Subscribed and sworn to (or affirmed) before me this day of , 20.

[SEAL OF NOTARY] _____
Signature of Notary

Typed Name of Notary

**Installation of Drinking Fountains and Bottle Filling Stations
WORKERS' COMPENSATION CERTIFICATE**

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:

1. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
2. 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.
3. 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.

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.

Proper Name of Vendor

By:

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 filed with the awarding body prior to performing any work under this Contract.

RFP #1920-01

**Installation of Drinking Fountains and Bottle Filling Stations
CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY
EXCLUSION**

I am aware of and hereby certify that neither nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. I further agree that I will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts, and subcontracts. Where the bidder/offer or/contractor or any lower participant is unable to certify to this statement, it shall attach an explanation to this solicitation proposal.

IN WITNESS WHEREOF, this instrument has been duly executed by the Principal of the above named bidder on the day of , 20 for the purposes of submission of this bid.

(Corporate Seal)

BY _____

Signature

Typed or Printed Name

Title

Date

As the awardee under this contract, I hereby certify that the above certification remains valid as of the date of contract award, specifically, as of the day of , 20 , for the purposes of award of this contract.

(Corporate Seal)

BY _____

Signature

Typed or Printed Name

Title

Date

**Installation of Drinking Fountains and Bottle Filling Stations
AFFIRMATIVE ACTION PROGRAM**

This is an Equal Employment Opportunity Status Report. If the anticipated amount of the contract exceeds \$10,000, or if the anticipated annual amount of purchase orders placed with a vendor exceeds \$10,000, preparation of this form is required.

Firm Name Telephone

Street Address City State

Zip Code Number of Employees

This firm is:

- Independently Owned and Operated
- An Affiliate) Parent Company _____
or
- A Subsidiary) OF Address _____
or
- A Division) _____

- | | | |
|--------------------------|--------------------------|--|
| Contractor
Has | Contractor
Has Not | |
| <input type="checkbox"/> | <input type="checkbox"/> | Held contracts or subcontracts subject to the Equal Opportunity Clause of Executive Order 11246. |
| <input type="checkbox"/> | <input type="checkbox"/> | Filed Equal Employment Opportunity Information Report EEO-1 when required |
| <input type="checkbox"/> | | Developed a written Affirmative Action Program. |

Contractor's Equal Employment Opportunity Program has , has not been subject to a Government Equal Opportunity Compliance Review. If so, when .

Signature _____ Date

Title

**Installation of Drinking Fountains and Bottle Filling Stations
DRUG-FREE WORKPLACE CERTIFICATION**

This Drug-Free Workplace Certification is required pursuant to Government Code sections 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 for the procurement of any property or services from any State agency must certify that it will provide a drug-free workplace by doing certain specified acts. In addition, the Act provides that each contract awarded by a State agency may be subject to suspension of payments or termination of the contract, and the contractor may be subject to debarment from future contracting, if the state 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:

- a) 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;
- b) Establishing a drug-free awareness program to inform employees about all of the following:
 - 1) The dangers of drug abuse in the workplace;
 - 2) The person's or organization's policy of maintaining a drug-free workplace;
 - 3) The availability of drug counseling, rehabilitation and employee-assistance programs;
 - 4) The penalties that may be imposed upon employees for drug abuse violations;
- c) Requiring that each employee engaged in the performance of the contract be given a copy of the statement required by subdivision (a) and that, as a condition of employment on the contract, 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 publish a statement notifying employees concerning (a) the prohibition of controlled substance at the workplace, (b) establishing a drug-free awareness program, and (c) requiring that each employee engaged in the performance of the contract be given a copy of the statement required by Section 8355(a) and requiring that the employee agree to abide by the terms of that statement.

I also understand that if the Jamestown 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 suspension of payments, termination, 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.

Company Name

Signature

Printed Name / Title

Date

**Installation of Drinking Fountains and Bottle Filling Stations
FINGERPRINTING/CRIMINAL BACKGROUND
INVESTIGATION CERTIFICATION**

The undersigned does hereby certify to the governing board of the Jamestown School District ("District") as follows:

That I am a representative of the Contractor currently under contract ("Contract") with the District; that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Contractor certifies that it has taken at least one of the following actions with respect to the construction project that is the subject of the Contract (check all that apply):

- The Contractor has complied with the fingerprinting requirements of Education Code section 45125.1 with respect to all Contractor's employees and all of its subcontractors' employees who may have contact with pupils in the course of providing services pursuant to the Contract, and the California Department of Justice has determined that none of those employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. A complete and accurate list of Contractor's employees and of all of its subcontractors' employees who may come in contact with District pupils during the course and scope of the Contract is attached hereto; and/or
- Pursuant to Education Code section 45125.2, Contractor has installed or will install, prior to commencement of Work, a physical barrier at the Work Site, that will limit contact between Contractor's employees and District pupils at all times; and/or
- Pursuant to Education Code section 45125.2, Contractor certifies that all employees will be under the continual supervision of, and monitored by, an employee of the Contractor who the California Department of Justice has ascertained has not been convicted of a violent or serious felony. The name and title of the employee who will be supervising Contractor's employees and its subcontractors' employees is

Name:

Title:

- The Work on the Contract is at an unoccupied site and no employee and/or subcontractor or supplier of any tier of Contract shall come in contact with District pupils.

Contractor's responsibility for background clearance extends to all of its employees, Subcontractors, and employees of Subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Date:

Proper Name of Contractor:

Signature:

Print Name:

Title:

**Installation of Drinking Fountains and Bottle Filling Stations
DESIGNATED SUBCONTRACTORS LIST**

Vendor must list hereinafter the name and location of each subcontractor who will be employed, and the kind of work each will perform if the contract is awarded to the vendor. Vendor acknowledges and agrees that under Public Contract Code sections 4100 et seq.; it must clearly set forth below the name and location of each subcontractor who will perform work or labor or render service to the vendor in or about the construction of the work in an amount in excess of one-half of one percent (1/2 or 1%) of the vendor's total bid proposal, and that as to any work that vendor fails to list, vendor agrees to perform that portion itself or be subjected to penalty under applicable law.

In case more than one subcontractor is named for the same kind of work, state the portion that each will perform. Vendors or suppliers of materials only do not need to be listed. If further space is required for the list of proposed subcontractors, additional sheets showing the required information, as indicated below, shall be attached hereto and made a part of this document.

SUBCONTRACTORS FOR
(Company name)

SUBCONTRACTOR NAME

Contact Person/Title:

Portion of Work:

Address:

Phone Number:() Fax Number:()

License Number:

~~~~~  
**SUBCONTRACTOR NAME:**

**Contact Person/Title:**

**Portion of Work:**

**Address:**

**Phone Number:(     )     Fax Number:(     )**

**License Number:** \_\_\_\_\_  
~~~~~

SUBCONTRACTOR NAME:

Contact Person/Title:

Portion of Work:

Address:

Phone Number:() Fax Number:()

License Number:

RFP #1920-01
Installation of Drinking Fountains and Bottle Filling Stations
SCOPE of WORK

Contractor's Name _____ Submitted By (Agent) _____

Contractor Number _____ Email Address _____

Total Bid Amount \$ _____

Attachment A

Jamestown Elementary School (18299 5th Ave, Jamestown, CA 95327)				
Unit #	Location	Manufacturer & Model #	Unit Type	Installation Details/ Notes
1	Outdoors	Haws 1119 & 1900	Bi-level unit w/ bottle filler, non-refrigerated	New installation
2	Outdoors	Haws 1119 & 1900	Bi-level unit w/ bottle filler, non-refrigerated	Replace existing unit
3	Outdoors	Haws 1119 & 1900	Bi-level unit w/ bottle filler, non-refrigerated	Replace existing unit
4	Outdoors	Haws 1900	Retrofitted bottle filling station	Retrofit existing unit
5	Outdoors	Elkay LK4430BF1LFRK	Pedestal w/ bottle filler, freeze-resistant	Replace existing unit
6	Outdoors	Elkay EZWSM8PK	Retrofit bottle filler unit	In-wall bottle filling station
7	Indoors	Elkay EZSTL8WSSK	Bi-level unit w/ bottle filler	Replace existing unit
8	Outdoors	Haws 1119 & 1900	Single-level unit w/ bottle filler, non-refrigerated	New installation

Chinese Camp Elementary School (13444 Red Hill Rd, Chinese Camp, CA 95309)				
Unit #	Location	Manufacturer & Model #	Unit Type	Installation Details/ Notes
1	Outdoors	Haws 1119 & 1900	Bi-level unit w/ bottle filler, refrigerated	Replace current trough style fountain
2	Outdoors	Elkay LK4430BF1LFRK	Pedestal w/ bottle filler, freeze-resistant	None

Please include a detailed itemized price quotation proposal for the above scope of work.