



CITY OF SACRAMENTO

PROCUREMENT SERVICES DIVISION

Invitation for Bid Number: B071187031

FILED

NOV 08 2006

By The
Office of The City Clerk

REQUEST FOR BIDS And Contract Specifications

FOR: Parks Landscape Maintenance Group #3 - South of the American River

Bids Must Be Received Prior To 2:00 P.M. on November 15, 2006

Submit Bids To: City Clerk's Office
915 "I" Street, First Floor
Historic City Hall
Sacramento, CA 95814

Pre-Bid Conference:
Mandatory: Yes
 No

November 1, 2006 10:00 – 11:00 A.M.
South Natomas Community Center
2921 Truxel Road
Sacramento, CA 95815

NAME AND ADDRESS OF BIDDER SUBMITTING THIS BID:
(Bidder to complete the following information)

Name of Bidder: Roush Landscape Services
Address: 9989 Stirling Park Dr.
City, State, Zip Code: Sacramento, Ca 95827
Phone Number: 916-835-2569
Email Address: Roush Landscape @ AOL . Com

**CITY OF SACRAMENTO
 PRICING SCHEDULE**

LANDSCAPE MAINTENANCE SERVICES FOR AREA:

BID SUMMARY SHEET

		MONTHLY BID	YEARLY BID
SECTION			
1	GRANITE REGIONAL PARK TOTALS	\$ 6500	\$ 78,000
2	JACINTO CREEK PARK TOTALS	\$ 2900	\$ 34,800
3	JIBBOOM STREET PARK TOTALS	\$ 771	\$ 9,252
4	JENSEN PARK TOTALS	\$ 400	\$ 4,800
5	24 TH STREET BYPASS PARK TOTALS	\$ 700	\$ 8,400
6	RICHFIELD PARK TOTALS	\$ 650	\$ 7,800
7	STEVE JONES PARK TOTALS	\$ 700	\$ 8,400
		\$	\$
		\$	\$

BID TOTAL	\$ 12,621	\$ 151,452
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COMPANY NAME: Roush Landscape Services

REPRESENTATIVE: RICHARD ROUSH

(Print name)

SIGNATURE: *Richard Roush* DATE 11/8/06

**CITY OF SACRAMENTO
 PRICING SCHEDULE**

LANDSCAPE MAINTENANCE SERVICES FOR AREA:

GRANITE REGIONAL PARK (On-line)

	LOCATION: RAMONA AVENUE	MONTHLY BID	YEARLY BID
SECTION			
1	TURF CARE: MOWING & IRRIGATION	\$ 6,500	\$ 78,000
2	CLEAN-UP AND INSPECTION	\$ 0	\$ 0
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$

TOTALS	6,500	78,000
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CITY OF SACRAMENTO PRICING SCHEDULE

LANDSCAPE MAINTENANCE SERVICES FOR AREA:

JACINTO CREEK PARK (On-line)

LOCATION - 8600 WEST STOCKTON BOULEVARD
 (@ LAGUNA VISTA DRIVE)

MONTHLY
 BID

YEARLY
 BID

SECTION

1	TURF CARE: MOWING & IRRIGATION	\$ 2,900	\$ 34,800
2	CLEAN-UP AND INSPECTION	\$ 0	\$ 0
3	ADDITIONAL LANDSCAPE SERVICES <i>As described in parts 36-41 of General Specifications</i> <i>(all PRICES are to include labor, overhead, equipment & materials)</i>		
	AERATION (one time a year)	XXXXXXXXXXXXX	\$ 0
	TURF RENOVATION (one time a year)	XXXXXXXXXXXXX	\$ 0
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$

TOTALS	2,900	34,800
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CITY OF SACRAMENTO PRICING SCHEDULE

LANDSCAPE MAINTENANCE SERVICES FOR AREA:

JIBBOOM STREET PARK (On-line)

LOCATION - JIBBOOM ST AT SACRAMENTO RIVER	MONTHLY BID	YEARLY BID
SECTION		
1 TURF CARE: MOWING & IRRIGATION	\$ 771	\$ 9,252
2 CLEAN-UP AND INSPECTION	\$ 0	\$ 0
3 ADDITIONAL LANDSCAPE SERVICES		
<i>As described in parts 36-41 of General Specifications (all PRICES are to include labor, overhead, equipment & materials)</i>		
AERATION (four times a year)	XXXXXXXXXXXXX	\$ 0
TURF RENOVATION (four times a year)	XXXXXXXXXXXXX	\$ 0
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$

TOTALS	771	9,252
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**CITY OF SACRAMENTO
 PRICING SCHEDULE**

LANDSCAPE MAINTENANCE SERVICES FOR AREA:

RICHFIELD PARK (On-line Summer 2007)

	LOCATION - 1908 EXPEDITION WAY	MONTHLY BID	YEARLY BID
SECTION			
1	TURF CARE: MOWING & IRRIGATION	\$ 650	\$ 7,800
2	CLEAN-UP AND INSPECTION	\$ 0	\$ 0
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$

TOTALS	650	7,800
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**CITY OF SACRAMENTO
 PRICING SCHEDULE**

LANDSCAPE MAINTENANCE SERVICES FOR AREA:

STEVE JONES PARK (On-line Fall 2007)

LOCATION - CASA LINDA DR @ 24TH STREET

MONTHLY
 BID

YEARLY
 BID

SECTION

1	TURF CARE: MOWING & IRRIGATION	\$ 700	\$ 8,400
2	CLEAN-UP AND INSPECTION	\$ 0	\$ 0
			\$
			\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$

TOTALS	700	8,400
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**MAINTENANCE PERFORMANCE SCHEDULE
MINIMUM REQUIREMENTS**

ACRES: 3.5

SITE NAME: STEVE JONES PARK
LOCATION: CASA LINDA DR. @ 24TH ST.

	DAILY	BI-WEEK	WEEKLY	BI-MNTHLY	MNTHLY	X-YR.	AS REQ.	COMMENTS
SITE SERVICED	X							
INSPECT. MEETING			X					
IRRIGATION MEETING			X					
TURF CARE - Mowing & Irrigation								
MOW			X					
EDGE					3X			3 X PER YEAR
CHEMICAL						X		BI-WEEKLY MAR-OCT; AS NEEDED NOV-MAR
MECHANICAL		X						6X/YR JAN, MARCH, MAY, JULY, SEPT, NOV
FERTILIZE					6X			
WEED CONTROL						3X		3X PER YEAR; PRE-EMERGENT APPLICATION
CHEMICAL								IN SPRING
MECHANICAL				X				
IRRIGATION SYSTEM								
INSPECT			X					
TEST			X					
REPAIR							X	
CLEAN-UP & INSPECTION								
LITTER CONTROL	X							
LEAF REMOVAL								X
TREE STAKING AND TYING								X
HEDGE AND SHRUB CARE								X
HAZARDS AND VANDALISM	X							
PICNIC AREA(S)	X							
PARK PARKING LOT								
ADDITIONAL LANDSCAPE SERVICES								
TURF RENOVATION								
AERATION								
OTHER:								

MAINTENANCE PERFORMANCE SCHEDULE
MINIMUM REQUIREMENTS

ACRES: 3.5

SITE: 24TH ST. BYPASS
 LOCATION: 24TH ST. BYPASS AT 24TH ST.

	DAILY	BI-WEEK WEEKLY	BI-MNTHLY	MNTHLY	X-YR.	AS REQ.	COMMENTS
SITE SERVICED	X						
INSPECT. MEETING		X					
IRRIGATION MEETING		X					
TURF CARE - Mowing & Irrigation							
MOW		X					3 X PER YEAR
EDGE					3X		BI-WEEKLY MAR-OCT; AS NEEDED NOV-MAR
CHEMICAL						X	6X/yr JAN, MARCH, MAY, JULY, SEPT, NOV
MECHANICAL	X						
FERTILIZE							
WEED CONTROL					3X		3X PER YEAR; PRE-EMERGENT APPLICATION
CHEMICAL							IN SPRING
MECHANICAL				X			
IRRIGATION SYSTEM							
INSPECT		X					
TEST		X					
REPAIR						X	
CLEAN-UP & INSPECTION							
LITTER CONTROL	X						
LEAF REMOVAL						X	
TREE STAKING AND TYING						X	
HEDGE AND SHRUB CARE						X	
HAZARDS AND VANDALISM	X						
PICNIC AREA(S)	X						
PARK PARKING LOT							
ADDITIONAL LANDSCAPE SERVICES							
TURF RENOVATION							
AERATION							
OTHER:							

BID

BID NO. B071187031

FOR SERVICES/SUPPLIES: Parks Landscape Maintenance

To the City of Sacramento:

The undersigned bidder (hereafter referred to as the "bidder" or the "Contractor") submits the attached bid, and certifies as follows: that the only persons or parties interested in this bid as principals are those named herein as bidder; that this bid is made without collusion with any other person, firm, or corporation; that in submitting this bid the bidder has examined all of the Contract Documents identified below; that the bidder proposes and agrees that if this bid is accepted, the bidder will execute and fully perform the contract for which bids are called; that the bidder shall perform all the work and/or furnish all the materials specified in the Contract Documents, in the manner and time therein prescribed, and according to the requirements as therein set forth; and that the bidder shall take in full payment therefore, the prices set forth in the attached Pricing Schedule.

CONTRACT DOCUMENTS

Performance of and payment for the contract for which bids are called shall be subject to all terms and conditions of the Park Maintenance Services General Specifications and Provisions (PLS06-1), this Request for Bids, the Bid Instructions and Requirements, the Bid, the Pricing Schedule(s), the Items Requiring Bidder Response, the Required Submittals, the General Conditions, and any Addenda, Amendments, Special Provisions, Specifications, Plans or other requirements applicable to performance of the work and/or furnishing the materials specified herein. Such documents, referred to herein as the "Contract Documents," are fully incorporated herein by this reference and are collectively referred to as the "Contract". By submitting this Bid, the Contractor agrees to fully perform each and every provision of the Contract, provided that City awards the Contract to the Contractor, and provided further that City shall have no obligation hereunder unless and until such award is made. Contractor shall not make any changes to this form without City's written approval, and any changes made without such approval shall be void.

To Be Filled Out By Bidder

NAME OF CONTRACTOR: Roush Landscape Services
ADDRESS: 9989 Stirling Park Dr Sac Ca 95827
PHONE #: 916-835-2569 FAX #: 916-366-6046
STATE TAX I.D. #: 275-4770-2 FED. TAX I.D. #: 94-2635856

City of Sacramento Business Operation Tax Certificate #: 148452
(Contract award will not be processed if Certificate Number is missing)

TYPE OF BUSINESS ENTITY (check one): Individual/Sole Proprietor Partnership
 Corporation Limited Liability Company
 Other (please specify: _____)

BY: Richard Roush
(signature of authorized person)

PRINT NAME: Richard Roush

TITLE: Owner

Note: All information submitted in or in connection with a bid is submitted under penalty of perjury. The City shall have the right to terminate at any time any contract awarded pursuant to a bid that contains false information.

FOR CITY USE ONLY

The Bid was opened on _____.

Bid Bond Required: [] No; [] Yes - Amount: \$ _____

Received: [] Cashiers or Certified Check drawn on a California bank; [] Surety Bond

City Clerk/Procurement Services Manager

CONTRACT AWARD

Bid Items Included in the Contract: All Items, unless otherwise specified below

Specify: _____

Contract Not-to-Exceed Amount: \$ _____

Award Date: _____

CONTRACT APPROVAL

Approved as to Form:

Approved:

Attest:

City Attorney

City Manager
(Or Authorized Designee)

City Clerk

CONTRACT REPRESENTATIVE

A. The City Representative (hereinafter referred to as "Inspector") for this Bid and any resulting Agreement is:

Dan Giammona Park Operations Supervisor (916) 808-4070
(Name) (Title) (Telephone)

All contractor questions pertaining to performance under this agreement will be referred to the above named person, or the representative's designee.

B. The Contractor Representative for this Agreement is:

Richard Roosh Owner 916-835-2569
(Name) (Title) (Telephone)

C. All correspondence relating to the bidding and contracting process is to be addressed to:

City of Sacramento
Procurement Services Division
Attn: Barbara Collins – Program Analyst
915 I Street, 2nd Floor
Sacramento, CA 95814

QUANTITIES (ESTIMATES)

The quantities specified are based upon the best estimates available and are subject to increase or decrease.

SUBCONTRACTS AND ASSIGNMENTS

No portion of the work or services, except for the purchase of necessary goods and materials, to be supplied hereunder (including the use of consultants) may be subcontracted in whole or in part, nor assigned by the contractor, nor may assignment of any money due or to become due the contractor under this contract be made without the prior written consent of the City.

Where authorized by the City, the contractor shall select all subcontractors and suppliers on a competitive basis to the maximum practicable extent consistent with the objectives and requirements of the contract.

PROTECTION OF EXISTING FACILITIES

Contractor shall take every precaution to protect all public and private property during the performance of this contract. Contractor shall re-secure property to which access was gained prior to leaving. Any damages caused by Contractor's personnel or equipment will be promptly repaired to the condition existing before the damage or be replaced. All such costs for such repairs or replacement shall be the sole responsibility of the Contractor. Contractor payments for work performed may be withheld until any such damage is repaired to the City's satisfaction. **Note: All damage shall immediately be reported to the contract representative.**

COMPLIANCE WITH OSHA

The Contractor shall be responsible for strict compliance with all requirements of the California Occupational Safety and Health Act (OSHA) that are applicable to the work to be accomplished pursuant to this contract. OSHA shall be construed to include, but not be limited to, all applicable safety orders issued by the Division of

PARKS LANDSCAPE MAINTENANCE GROUP #3 – SOUTH OF THE AMERICAN RIVER

DECLARATION OF COMPLIANCE
Living Wage Ordinance

Name of Contractor: Roosh Landscape Services
Address: 9989 Stirling Park Dr. Sac Ca 95827

The above-named contractor ("Contractor") hereby declares and agrees as follows:

1. I have read and understand the Living Wage Requirements provided to me by the City of Sacramento ("City") in connection with the City's request for proposals or other solicitation for the performance of services under a City contract.
2. As a condition of receiving the City contract, I agree to fully comply with the Living Wage Requirements, as well as any additional requirements that may be specified in the City's Living Wage Ordinance codified at Chapter 3.58 of the Sacramento City Code (the "Ordinance"). If required by the Ordinance, I will pay not less than the minimum compensation specified in the Ordinance to my employees, for all time spent performing any work under my City contract. ****Note: On any contract resulting from this bid, contractor will pay employees at least the Living Wage rate, regardless of dollar value of contract or number of employees. The Living Wage rate for 2007 is expected to be \$10.00 per hour if benefits are paid and \$11.50 per hour if benefits are not paid. Refer to the PLS06-1 for more information on benefit specifications. Contractor is required to maintain and furnish, within 10 days of request by City, a certified copy of each weekly payroll containing a statement of compliance signed under penalty of perjury. (See Attachment A, Payroll Report Form.)****
3. If the amount of my City contract is less than \$100,000, as a condition of receiving this contract I will notify the City in writing if the aggregate value of my City contract and of any other Nonprofessional Services contract(s) covered by the Ordinance that the City has awarded to me within the previous 12 months, is \$100,000 or more.
4. I acknowledge and agree that the Living Wage Requirements, the Ordinance and this Declaration shall constitute part of my City contract, and that these provisions shall govern in the event of any conflict with any other provisions of the contract.
5. I further acknowledge and agree that any violation of the Living Wage Requirements or the Ordinance constitutes a material breach of my City contract, and that, if such a breach occurs, the City will be authorized to terminate the contact, and pursue all available legal and equitable remedies.
6. If requested by the City, I will promptly submit certified payroll records to the City, for myself and/or for my subcontractor(s), as requested by the City, and I will take any other steps as may be required by the City to determine whether my subcontractor(s) or I have complied with the Living Wage Requirements and the Ordinance.
7. I will require all of my subcontractors who are covered by these requirements to comply with the Living Wage Requirements and any additional requirements that may be specified in the Ordinance, and I will include these requirements in all subcontracts covered by the Ordinance.
8. I will defend, indemnify and hold harmless the City, its officers and employees against any claims, actions, damages, costs (including reasonable attorney fees) or other liabilities of any kind arising from any violation of the City's Living Wage Requirements or the Ordinance by me or by any subcontractor retained to perform work or provide services under my City contract.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that I am authorized to bind the Contractor to the provisions of this Declaration.

Richard Roosh
Signature of Authorized Representative
Print name: Richard Roosh
Title: owner

Date: 11/6/06

DECLARATION OF COMPLIANCE
Equal Benefits Ordinance (Page 1 of 3)

Roush Landscape Services
Name of Contractor
9989 Stirling Park Dr. Sac Ca 95827
Address

The above named contractor ("Contractor") hereby declares and agrees as follows:

1. I have read and understand the Non-Discrimination In Employee Benefits By City Contractors Ordinance ("Ordinance") provided to me by the City of Sacramento ("City") in connection with the City's request for proposals or other solicitations for the performance of services, or for the provision of commodities, under a City contract or agreement ("Contract").
2. As a condition of receiving the City Contract, I agree to fully comply with the requirements of the Ordinance, codified as Chapter 3. 54 of the Sacramento City Code.
3. I understand, to the extent that such benefits are not preempted or prohibited by federal or state law, employee benefits covered by the Ordinance, are any of the following:
 - a. Bereavement Leave
 - b. Disability, life, and other types of insurance
 - c. Family medical leave
 - d. Health benefits
 - e. Membership or membership discounts
 - f. Moving expenses
 - g. Pension and retirement benefits
 - h. Vacation
 - i. Travel benefits
 - j. Any other benefit offered to employees

I agree that should I offer any of the above listed employee benefits, that I will offer those benefits, without discrimination between employees with spouses and employees with domestic partners, and without discrimination between the spouses and domestic partners of such employees.

4. I understand that I will not be considered to be discriminating in the provision or application of employee benefits under the following conditions or circumstances:
 - a. In the event that the actual cost of providing a benefit to a domestic partner or spouse, exceeds the cost of providing the same benefit to a spouse or domestic partner of an employee, I will not be required to provide the benefit, nor shall it be deemed discriminatory, if I require the employee to pay the monetary difference in order to provide the benefit to the domestic partner or to the spouse.
 - b. In the event I am unable to provide a certain benefit, despite taking reasonable measures to do so, if I provide the employee with a cash equivalent, I will not be deemed to be discriminating in the application of that benefit.



DEPARTMENT OF FINANCE
PROCUREMENT SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA

915 I STREET
2nd FLOOR
SACRAMENTO, CA 95814

CENTRAL SERVICES
CONTRACT SERVICES
OFFICE OF SMALL BUSINESS DEVELOPMENT
PURCHASING

PHONE: 916-808-6240
FAX: 916-808-5747

October 25, 2006

**ADDENDUM NO. 1 TO IFB NO. B071187031
FOR PARKS LANDSCAPE MAINTENANCE GROUP #3 – SOUTH OF THE AMERICAN RIVER**

1. The IFB due date of November 15, 2006 has been changed to November 8, 2006.
2. All other terms, conditions and specifications of the IFB remain unchanged.
3. If a bid is not being submitted, it is not necessary to return this addendum or acknowledge receipt of such.
4. Vendors submitting a bid must acknowledge receipt of this addendum prior to the hour and date specified in the quote request by one of the following methods:
 - (a) By signing and returning one (1) copy of this addendum with the bid package if not previously submitted; or
 - (b) If the bid has been previously submitted, the addendum may be submitted by separate letter, which must include on the outside of the mailing envelope the bid and addendum number and the bid due date. This information must be clearly marked in CAPITAL LETTERS on the outside of the envelope. Failure of your acknowledgment to be received at the City Procurement Services Division, 915 I Street 2nd Floor, Sacramento, CA 95814 prior to the hour and date specified, may result in rejection of your bid.
 - (c) If, by virtue of this addendum you decide to change a bid already submitted, such change may be made by letter, as specified in (b) above.

Barbara Collins
Program Analyst

Vendor's Name: Roush Landscape Services
Signature: Richard Roush
Typed or Printed Name & Title: Richard Roush, Owner
Date: 11/6/06

CONTRACTORS REFERENCE LIST

Please list all landscape contracts currently in process and all others for past two (2) years.

CONTRACT NAME/ADDRESS

CONTACT PERSON AND PHONE NUMBER

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

ITEMS REQUIRING BIDDER RESPONSE

NOTE: Bidders must provide responses where indicated to the following items. Failure to provide a response to each of the items in this section may be grounds for rejection of bid.

1. SBE/EBE FIVE PERCENT (5%) BID EVALUATION PREFERENCE

On February 9, 1999, the Sacramento City Council adopted an Emerging and Small Business Development program to provide enhanced opportunities for the participation of small business enterprises (SBEs) and emerging business enterprises (EBEs) in the City's contracting and procurement activities. Any bid or quotation submitted by a firm that is certified as an EBE or SBE by the City of Sacramento, will receive a five percent (5%) bid evaluation preference for the purpose of determining the lowest responsible bidder. If, after applying the 5% bid evaluation preference, the bid of an SBE/EBE firm receiving such preference is determined to be the lowest responsible bid, the award will be made for the actual amount bid. To receive this bid evaluation preference, a firm must be certified as a SBE or EBE at the time of bid opening. Questions regarding eligibility for SBE/EBE certification should be addressed to the City of Sacramento Office of Small Business Development at (916) 808-6747.

A. SMALL OR EMERGING BUSINESS ENTERPRISE (SBE/EBE) CERTIFICATION

Is the firm submitting the bid certified by the City of Sacramento as a small or emerging business enterprise?
Check the appropriate block below:

YES - the firm submitting the bid is certified by the City of Sacramento as a small or emerging business enterprise.

NO - the firm submitting the bid is not certified by the City of Sacramento as a small or emerging business enterprise.

If the response to the above is YES, provide the City of Sacramento
Certification Number ROL5150000 P

2. BID SIGNATURE PAGE

Bidders must complete and return with their bid the BID SIGNATURE PAGE, Page 8.

3. LICENSES, CERTIFICATES AND REGISTRATION REQUIREMENTS

Bidders must complete and return with their bid the LANDSCAPE MAINTENANCE CONTRACTORS LICENSES, CERTIFICATES AND REGISTRATION REQUIREMENTS, Page 13.

4. CONTRACTORS REFERENCE LIST

All Contractors must submit, with their bid, a list of similar contracts that they have performed or are currently performing. Please include the company name, address, telephone number, contract dates and the name of a contact person. Page 14 may be used for this purpose.

5. PRICING SCHEDULES

Bidders must complete and return with their bid the PRICING SCHEDULES, Pages 15-22.

REFERENCE LIST
ROUSH LANDSCAPE SERVICES

Suncountry Owners Association
Location: 7801 Suncountry Lane
Sacramento, Ca. 95929
300 + Adult Community
Since January 2001

contact: Roberta Hanson
Kocal Management Group
Phone: 916-689-5932

Kocal Management Group

contact: Ron Morrish
Phone 916-630-4330

Wellington Estates
Location:
Harrington and American River Dr.
Sacramento, Ca.
Since 1990

contact: Vicky Langer
Kocal Management Group
Phone: 916-359-8802

Hurley Place Owners Assn.
Location: 2280 Hurley Way
Sacramento, Ca. 95825
Homeowners Association

Contact: Ashley
Frei Real Estate Services
Phone: 916-722-8110

More Contacts

Hillsvilla Homeowners Assn.
Homeowners Association
Since 1979

Contact: Peg Hart
Sacramento Management Co.
Phone: 916-974-0147

Wasatch Properties
Chesapeake Commons
Point Natomas Apartments
Valley Green Apartments
Bent Tree Apartments
Oak Valley Apartments
California Place Apartments
Aspen Park Apartments

Contact: Warren Smith
Wasatch Properties
Phone: 916-344-4494

Los Rios Community College
Facilities Management
3753 Bradview Drive
Sacramento, Ca. 95827

Contact: Janet Wegland
Phone: 916-856-3400

DATE BID OPENED	11-9-06
EMPLOYEE INITIALS	V.M.
MARK ONE BOX FOR EACH ITEM ONLY	
BID SECURITY	
<input checked="" type="checkbox"/>	NONE REQUIRED
<input type="checkbox"/>	PROPERLY SIGNED
BID DEPOSIT TYPE	
<input type="checkbox"/>	BID BOND
<input type="checkbox"/>	CALIF. BANK CASHIER'S CHECK
<input type="checkbox"/>	CERTIFIED CHECK
<input type="checkbox"/>	CASH
<input type="checkbox"/>	CALIF. BANK MONEY ORDER
AFTER AWARD OF BID	
<input type="checkbox"/>	SECURITY RETURNED
<input type="checkbox"/>	SECURITY ACCEPTED
EMPLOYEE INITIALS	
DATE	