

CALL FOR BIDS

Florida Keys Electric Cooperative Association, Inc. (FKEC), hereby gives notice to prospective bidders that proposals will be received by **FKEC**, at the Procurement Department, procurement@fkec.com until 1:00 p.m. on **January 25, 2018** for:

FKEC BID #18-04 SPECIFICATIONS FOR SURVEYING OF CARD SOUND ROAD/STATE ROAD 905

In order to insure an open and full competitive bidding process, and maintain compliance with FEMA's *Procurement Guidance for Recipients and Subrecipients Under 2 C.F.R. Part 200 (Uniform Rules)*, FKEC has instituted DemandStar system to provide current information to potential bidders. This system will allow you to receive bid information quickly and at your convenience 24 hours a day, seven days a week. Specifications may be obtained from the website at www.DemandStar.com. Registered vendors will be notified automatically of all Requests for Proposals. Bids and Proposals can also be found at <http://www.fkec.com/FormService/projectbids.cfm>

All Bidders are required to:

Send Bid Proposals electronically to: procurement@fkec.com

FKEC BID #18-04 SPECIFICATIONS FOR SURVEYING OF CARD SOUND ROAD/STATE ROAD 905

*Florida Keys Electric Cooperative
FKEC Bid # 18-04
Procurement Department
PO Box 377
91630 Overseas Highway
Tavernier, FL 33070*

It is the sole responsibility of each Bidder to deliver its Proposal to FKEC at the place designated for receiving Proposals and prior to the time for opening Proposals last announced to Bidders. Any Proposal received after the time last announced for opening Proposals may be retained by FKEC or returned to the Bidder, but such Proposal shall be rejected as not responsive.

NOTE: FKEC will entertain questions for clarification until **January 22, 2018 at 3:00pm**. All questions must be submitted in writing by email to procurement@fkec.com. No questions will be answered after that date.

Each proposal should constitute an offer to **FKEC**, as outlined therein, and should be irrevocable after the time announced for the opening thereof.

FKEC reserves the right to reject any or all proposals, to waive irregularities and informalities in any or all proposals, and to separately accept or reject any item, items, bid schedule or bid schedules of the proposal which **FKEC** deems to be in the best interest of FKEC.

/s/ Walt Stephens

Walt Stephens

Director of Safety, Loss Control & Procurement

GENERAL

Florida Keys Electric Cooperative (FKEC) is the public power utility for the Upper and Middle Florida Keys. Headquartered in Tavernier, Florida, FKEC provides electricity from the Seven-Mile Bridge to Ocean Reef and the Monroe County Line, and services more than 32,000 meters. FKEC presently has an authorized workforce headcount of 118, with an actual headcount of 114. FKEC recognizes the Union as the exclusive collective bargaining agent for all employees of FKEC working in the Union classified positions. Employees are divided between two work locations: Tavernier and Marathon, and among seven departments: Executive, Finance, Human Resources, Engineering, Transmission, Distribution, and Member Services.

The Cooperative was formed as a corporation in the state of Florida in 1940, and in 1944 was recognized by the Internal Revenue Service as being federal income exempt tax under section 101(10) of the Revenue Act of 1939 (now section 501 (c) (12) of the Internal Revenue Code). FKEC currently imports all of its power supply and uses local generation for emergency back-up only. The utility relies on power from the mainland because it is far less expensive than local generation.

Today, FKEC maintains a highly respected position within its local community, and within the National Rural Electric Cooperative Association, for its dedication to reliable electric service and forward thinking initiatives.

FKEC and its representatives have exercised due care in preparing this Request for Proposal (RFP). All information contained herein is believed to be substantially correct. However, bidders should verify information independently if desired. FKEC and its representatives do not warrant the accuracy of information contained herein.

SCOPE OF SERVICES

FKEC requests Proposals for surveying a portion of Card Sound Road/State Road 905.

1. Survey approximately 45,000 linear feet/8.5 miles along route.
2. Locate existing vegetation along route.
3. Locate roadway openings in vegetation at each FKEC pole.
4. Locate each FKEC pole along with outer wire insulator limits.
5. Locate and mark existing parcel monumentation along the Easterly right-of-way of route.
6. Set pipe/survey mark along Easterly right-of-way at every FKEC pole and identify dimension to each pipe from pole on survey drawing.

Submittal Requirements

Proposals must be submitted in the format, including heading descriptions, outlined below. To be considered, the proposal must respond to all requirements stated below. Any other information thought to be relevant, but not applicable to the enumerated categories, should be provided as an appendix to the proposal.

Required Information

- 1. Title Page.** Show the name of Respondent's firm, address, telephone number, name of contact person, date and the subject: *Request for Proposals for Surveying of Card Sound Road/State Road 905 for Florida Keys Electric Cooperative.*
- 2. Table of Contents.** Include a clear identification of the material by selection and by page number.
- 3. Cover Letter and Executive Summary.** This letter must be signed by an individual who is authorized to negotiate terms, render binding decisions and commit the firm's resources (e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship). The letter must indicate the legal status of the Contractor (sole proprietorship, corporation, etc.) and the year the entity was organized to do business as the entity now substantially exists.

- 4. Firm Overview.** Provide a brief history and description of your firm's business organization and experience as it relates to the requirements discussed previously. Include the location of offices and the number and types of contractors or other relevant professional staff in each office. Include a discussion of the specific expertise and services that distinguish your firm.
- 5. References.** The Contractor shall provide at least three references, within the past five years of clients for whom these requested services have been performed that are comparable in quality and scope to that specified in this RFP. The references shall include names, addresses, and telephone numbers of the clients for whom prior work was performed and include an explanation of the services provided.
- 6. Proposed Work Plan.** Include all project requirements and the proposed tasks, services, activities, etc. necessary to accomplish the scope of the project defined in this RFP. This section of the proposal shall contain sufficient detail to convey to members of the evaluation team the Contractor's knowledge of the subjects and skills necessary to successfully complete the project. Include any required involvement of FKEC staff. The Contractor may also present any creative approaches that might be appropriate and may provide any pertinent supporting documentation. The description should include the staffing required and an estimated number of hours required to complete the scope of work.
- 7. Project Schedule.** Include a project schedule indicating when the elements of the work will be completed and when deliverables will be provided. The schedule shall include an opportunity for review of draft documents. The schedule should identify expectations of FKEC staff necessary to meet this deadline.
- 8. Deliverables.** Fully describe deliverables to be submitted under the proposed contract. At a minimum, a written report detailing the study findings shall be submitted. Further, findings and recommendations of the study shall be presented to FKEC management.
- 9. Cost Proposal.** The cost proposal shall identify all costs including expenses to be charged for performing the services necessary to accomplish the objectives of the contract. Submit a fully detailed budget including staff costs and any expenses necessary to accomplish the tasks and to produce the deliverables under the contract, using Attachment A. Include a copy of the firm's Travel Policy. The evaluation process is designed to award this contract not necessarily to the Contractor of least cost, but rather to the Contractor whose proposal best meets the requirements of this RFP.
- 10. Personnel.** Provide the names, proposed roles, background and experience, current professional licenses, office location and availability of the personnel that would perform contracting services, and specifically identify the primary person(s) who will be responsible for managing the relationship with FKEC.

Addenda and Supplemental Information

Any and all addenda to the RFP will be provided to all Proposers who received the initial RFP and provided contact information to FKEC, should it become necessary for FKEC to make revisions, request additional information, or respond to written inquiries relating to the RFP. It is the responsibility of potential proposers to timely submit contact information to facilitate receipt of addenda and supplemental information requests, if issued.

Evaluation and Award Criteria

A Selection Committee appointed by FKEC will evaluate and rank each Proposal.

Review of Proposal - FKEC's designated selection committee will review responses to the RFP. Selections will be based on completeness of proposals and on which Firms demonstrate the best combination of expertise, experience, project understanding, and approach.

Evaluation Criteria – The Selection Committee will evaluate and score proposals on the basis of the responsiveness to the requirements of this RFP. Proposals will be evaluated on the basis of the following criteria:

Selection Criteria

The following weighted criteria will be utilized to select the contractor to be awarded this contract:

Qualifications of the Firm	20
Qualifications of Staff	20
Relevant Past Performance	20
Technical Approach	20
Cost Proposal	20
TOTAL	100

Anticipated Schedule (subject to change)

January 11, 2018	Post Bid
January 22, 2018	Questions Due
January 25, 2018	Bid Opening
January 26, 2018	Notice of Intent to Award
February 1, 2018	Notice to Proceed

FLORIDA KEYS ELECTRIC COOPERATIVE
PROFESSIONAL SERVICE AGREEMENT
TERMS & CONDITIONS

Scope of Service:

Awarded Contractor Firm will perform contracting services under this professional service Agreement as requested and authorized by Florida Keys Electric Cooperative.

Payment:

For services furnished, FKEC shall pay the awarded Contractor upon submission of invoices the services using a fixed "not to exceed" amount for specified project.

Contracting Firm's Organizations

The Contracting Firm is a corporation organized and operated under the laws of the State of Florida. It is expressly agreed that the corporation may be changed by addition or reduction in the number of the partners or redistribution of the partnership interests. The Contracting Firm may assign the compensation from this Agreement to any other entity.

Professional Services

1. The Contracting Firm shall be contractor and advisor to FKEC as an independent contractor and shall not be an employee of FKEC. The Contracting Firm shall not be an agent or representative of FKEC except that the Contracting Firm may act as FKEC's agent in providing contracting services to the degree specifically authorized by FKEC.

2. The Contracting Firm represents that the services furnished under this Agreement will in accordance with generally accepted professional practices. Any estimate of cost of operation furnished by the Contracting Firm shall be the Contracting Firm's opinion based upon its professional judgment and experience. The Contracting Firm makes no other representation or warranty, express or implied.

Change in Scope and Delay

1. If the provisions for payment in the Agreement provide for a fixed fee or a maximum payment for services, such fee or maximum is for the Scope of Services described in the Agreement. If the Scope of Services is modified so that more or less work or time is required, and such modification is accepted by FKEC and the Contracting Firm, the fee or maximum and the time shall be equitably adjusted.

Relating to Payment

1. The Contracting Firm's "Salary Costs" allow for basic salary and personnel benefits, including: Life, accident, disability and medical insurance; sick leave, holiday and vacation pay; social security, workers' compensation, unemployment and compensation and pension retirement contributions; and similar employment – related cost shall be included in the proposed "not to exceed" price.

2. The Contracting Firm's "Out-of-Pocket Expenses" are those expenditures made by the Contracting Firm, other than Salary Costs, costs of reproduction and computer services and costs of Special Contractors and Subcontractors, which are directly chargeable to the project and which would not otherwise have been incurred. Such expenditures include, but are not limited to, transportation, lodging, subsistence, communications, liability and other insurance premiums when required by FKEC in addition to the types and amounts currently carried by the Contracting Firm, taxes other than those levied on the profits or net income of the Contracting Firm, equipment rentals and repair, and special mailing, forms, materials and supplies required during the progress of the work shall be included in the proposed "not to exceed" price on the project.

Insurance

The Contracting Firm shall maintain in effect, professional liability, commercial general liability (bodily injury and property damage) and commercial automobile liability (bodily injury and property damage) insurance with respect to employees and vehicles of the Contracting Firm assigned to the prosecution of work under this Agreement, with each policy having maximum limits of not less than \$2,000,000, and statutory workers' compensation protection. These policies shall include the Additional Insured for Comprehensive General Liability Insurance Certificate and the Waiver of Transfer of Rights of Recovery Against Others, known as the Waiver of Subrogation for the General Liability and Workers Compensation policies.

The Contracting Firm shall supply to FKEC a description of each such insurance policy currently in effect, specifying the amount thereof and, upon any changes thereto; the Contracting Firm shall promptly notify FKEC. The Contracting Firm will obtain and thereafter maintain in effect, if reasonably available, such additional insurance as may be requested by FKEC, the cost of which shall be reimbursed by FKEC.

Liability

In partial but specific consideration of the execution of this Agreement, FKEC and Contracting Firm agree as follows:

1. The Contracting Firm shall indemnify and hold all harmless FKEC and its governing board, officers, and employees from all claims, expenses and liability, following operation of applicable rights of contribution, arising out of negligent acts, errors or omissions of the Contracting Firm and its employees, including claims made by employees of the Contracting Firm.
2. FKEC shall indemnify and hold harmless the Contracting Firm, its partners, officers, employees and subcontractors from all claims, expenses and liability, following operation of applicable rights of contribution, arising out of neglect acts, errors or omissions of FKEC and its employees, including claims made by employees of FKEC.
3. In any and all claims an employee of the Contracting Firm or FKEC, the indemnification obligation under this paragraph entitled "Liability" shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable under workers' or workmen's compensation acts, disability benefit acts or other employee benefit acts.
5. FKEC and the Contracting Firm acknowledge and agree that none of the services provided by the Contracting Firm under this Agreement are intended to pertain to conditions with respect to the safety of the Utility, technical adequacy of any design not provided by the Contracting Firm, or conformance by FKEC with agreements, codes, permits, rules, or regulations relating to the ownership, operation and maintenance of the properties comprising the Utility (except for any obligations specifically assumed or contracted for by the Contracting Firm pursuant to special provisions of a Professional Services Agreement and except as may be prescribed by the rules of practice for a professional Firm by the Florida Institute of Contracting Firms for services provided under the Agreement).

Suspension or Termination of Services

FKEC or the Contracting Firm may suspend or terminate any or all services covered in this Agreement at any time upon written notice in which event FKEC shall pay the Contracting Firm upon submission of invoices for all services rendered and expenses incurred to the effective date of such suspension or termination. This agreement may be terminated without cause by either party within sixty (60) days written notice.

Disposition of Documents

1. Upon completion of the services provided under this Agreement, the Contracting Firm shall deliver to FKEC one copy of all Reports and Analysis. The originals of all Reports, Analysis shall be retained by the Contracting Firm and upon request by FKEC; the Contracting Firm will furnish copies to FKEC at actual cost of duplication and mailing. If such Reports and Analysis or reproductions thereof, or any other items relating to the services of the Contracting Firm are changed in any way or used by FKEC for any other project or purpose, FKEC shall indemnify, defend and hold harmless the Contracting Firm from all loss, damage, liability of expense arising out of such change or use.

2. Except as specifically provided to the contrary in this Agreement, all computer programs, computer code and documents related thereto ("computer software") developed by or used by the Contracting Firm in conjunction with the Contracting Firm's work hereunder shall remain the sole and exclusive property of the Contracting Firm, and FKEC shall have no right or title to or interest in such computer software. In the event the Contracting Firm releases any such computer software to FKEC, FKEC shall protect the confidentiality of such computer software and shall not release or divulge such computer software to any other person or organization or let any other person or organization use such computer software. In the event FKEC uses any such computer software or allows such computer software to be used by others, FKEC shall indemnify and hold harmless the Contracting Firm from all loss, damage, liability or expense arising out of such use.

Equal Opportunity

The Contracting Firm will not knowingly discriminate against any employee or applicant for employment because of age, race, color, religion, sex, national origin, marital or veteran status or physical handicap. The Contracting Firm will take affirmative action to the end that applicants are employed, and that employees are treated during employment, without such discrimination.

Severability and Heading

1. If any part of this Agreement, including, but not limited to, any provision, paragraph, clause, phrase or words, is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder shall be given full force and effect.

2. The descriptive headings used in this Agreement have been inserted for convenience of reference only and shall in no way modify or restrict any of the terms and provisions of this Agreement.

Notice

All notices relating to this Agreement shall be in written form delivered in person or by Express Mail, Registered or Certified United States Mail, postage prepaid, to the Contracting Firm or to FKEC to the attention of its chief executive officer at the last business address of the Florida office of the addressee known to the sender.

Applicable Law

This Agreement shall be interpreted in accordance with the law of the State of Florida.

Attachment A

COST PROPOSAL FORM

The hourly labor rates shall include all applicable overhead and profit. All non-labor related other than direct costs will be billed at cost without mark-up.

POSITIONS

HOURLY RATES

Project Executive	\$ _____
Subject Matter Expert	\$ _____
Surveyor	\$ _____
Surveyor	\$ _____
CAD Specialist	\$ _____
Per-Diem Travel Related Expenses [1]	\$ _____
Other: _____	\$ _____
Other: _____	\$ _____

[1] Note:
Please include a copy of your company's current travel policy with the bid submittal.

EACH BIDDER SHALL PROVIDE A COPY OF COMPLETED CERTIFICATE OF INSURANCE COMPLYING WITH THE AFOREMENTIONED INSURANCE REQUIREMENTS.

BIDDER'S STATEMENT

In consideration of this contract, if awarded, the Vendor agrees without reservation to FKEC's Terms & Conditions, Indemnification Clause, and insurance clause herein. Which will become a part of the contract, the signing of this statement confirms the Vendor's acceptance.

DATE: _____

FIRM NAME: _____ EMAIL: _____

SUBMITTED BY: _____
Print Name & Title

SIGNATURE: _____

WITNESS: _____

NOTICE: THIS SIGNATURE PERTAINS TO THE ACKNOWLEDGEMENT AND ACCEPTANCE OF THE ENTIRE TERMS & CONDITIONS. ANY EXCEPTIONS TO THIS AGREEMENT SHOULD BE NOTED SEPARATELY.

FAILURE TO COMPLETE ABOVE NOTED DOCUMENT WILL RESULT IN NON-COMPLIANCE WITH THESE SPECIFICATIONS.

DRUG-FREE WORKPLACE STATEMENT

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

The undersigned vendor in accordance with Florida Statutes Section 287.087 hereby certifies that

_____ does:
(Name of Business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Subsection 1.
4. In the statement specified in Subsection 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 1893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Print Name _____

Vendor's Signature _____

Date: _____

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to _____
(print name of public entity)

by _____
(print individual's name and title)

for _____
(print name of entity submitting sworn statement)

whose business address is _____

and (if applicable) its Federal Employer Identification Number (FEIN) is _____

If the entity has no FEIN, include the Social Security Number of the individual signing sworn statement: _____

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employee, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means:
 - a. any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity.
 - b. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies):

____ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with the convicted of a public entity crime subsequent to July 1, 1989.

____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of public entity crime subsequent to July 1, 1989.

____ The entity submitting this sworn statement, or one or more of its officers, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer, determined that is was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IN PARAGRAPH ONE (1) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDE IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(Signature) (Date)

STATE OF _____
COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____
who, after first being sworn by me, affixed his/her signature in the space provided above on this
_____ day of _____ of 20_____.

NOTARY PUBLIC
My Commission Expires:
FOR-094

Revised: 1/10/2018

BID FORM

FLORIDA KEYS ELECTRIC COOPERATIVE ASSOCIATION, INC.

FKEC BID # 18-04

SPECIFICATIONS FOR SURVEYING OF CARD SOUND ROAD/STATE ROAD 905

The undersigned proposes to complete this Project and furnish all materials (except Owner Furnished Materials), labor, tools, supervision, equipment, and services required for the proper completion of this Project in accordance with the CONTRACT titled: FKEC BID #18-04 SPECIFICATIONS FOR SURVEYING OF CARD SOUND ROAD/STATE ROAD 905 for the total Not to Exceed price of:

Total "Not to Exceed Price" (Required): \$ _____

ATTEST:

Bidder

Address

President (signature)

President (print name)

Dated _____

By _____
Secretary (signature)

Secretary (print name)

Dated _____

The Proposal must be signed with the full name of the Bidder. If the Bidder is a partnership, the Proposal must be signed in the partnership name by a partner. If the Bidder is a corporation, the Proposal must be signed in the corporate name by a duly authorized officer and the corporate seal affixed and attested by the Secretary of the Corporation.