

REQUIRED BID FORMS SECTION

The following must be completed and submitted in the order specified with the bid or as instructed in the Notice Inviting Bids:

- 1) Contractor's Proposal
- 2) Quotation Sheet
- 3) Exhibit A (Other Labor Hourly Rates)
- 4) Exhibit B (Other Packing Materials Unit Prices)
- 5) Bid Bond
- 6) Bidder References And Responsibility Information
- 7) Non-Collusion Affidavit
- 8) Certificate Regarding Workers' Compensation
- 9) Site Visit Certification
- 10) Declaration of Compliance with Disabled Veterans Business Enterprise (DVBE)
- 11) Small Business Status Certification
- 12) Certification Of Compliance With Immigration Laws
- 13) Iran Contracting Act Certification
- 14) W9
- 15) Bid Label

CONTRACTORS PROPOSAL

TO THE GOVERNING BOARD OF
WILLIAM S. HART UNION
HIGH SCHOOL DISTRICT

DATE: _____

BID PACKAGE NO. [WSH14-02A](#)

The undersigned, having carefully examined the proposed sites, all of the bidding documents, including but not limited to, the Plans and Specifications, the Notice Inviting Bids, the Instructions to Bidders, the Agreement Form, the Bond Form, and the General Conditions for:

PROJECT: [MOVING SERVICES DISTRICT WIDE](#)

(Company Name exactly as it appears on CAL-T Operating Permit and Address of Bidder)

hereby proposes and agrees to furnish all trucks, vans, tools, equipment, services, apparatus, facilities, transportation, labor and materials necessary to complete the above named project in strict conformity with the Plans and Specifications, including all work specified in addenda numbered and dated:

Addendum No. _____	Date _____
Addendum No. _____	Date _____
Addendum No. _____	Date _____
Addendum No. _____	Date _____

for the total of Labor and Packing Materials, as indicated on the following Quotation Sheet ★, of

_____ dollars (\$_____) (base bid) including all permits, licenses, and applicable taxes other than sales and use taxes.

Bidder acknowledges the Owner may award the Contract to the responsible bidder submitting the lowest responsive bid considering base bid alone or any combination of base bid and alternates (if applicable). The Owner reserves the right to include or not include any, all or none of any alternates in the award.

Attach

Exhibit A, (Other Hourly Rates)

Exhibit B (Other Packing Materials Unit Prices)

It is understood that the Owner reserves the right to reject this bid and that this bid shall remain open and not be withdrawn for the period specified in the Notice Inviting Bids.

The required bid security is hereto attached.

The required list(s) of proposed subcontractors is attached hereto. The undersigned represents and warrants that such list(s) is complete and in compliance with the Subletting and Subcontracting Fair Practices Act.

The required non-collusion affidavit is hereto attached.

Bidder, by signing and submitting this proposal, declares that he/she understands the bidders' requirements to adhere to the state laws regarding prevailing wages and apprenticeship standards for public works.

The undersigned fully understands that the Contract is formed upon the acceptance of this Proposal by the Owner. The undersigned further agrees that upon request he will promptly execute and deliver to Owner a written memorial of the contract.

IMPORTANT NOTICE:

If bidder or other interested person is a corporation, state legal name of corporation. If bidder or other interested person is an individual, state first and last names in full. This document must list names of person or persons authorized to bind the bidding organization.

If the bidder is a corporation, the undersigned hereby represents and warrants that the corporation is duly incorporated and is in good standing in the State of California and that _____, whose title is _____, is authorized to act for and bind the corporation.

It is understood and agreed that, should Bidder fail or refuse to return executed copies of the Agreement, Contractor's Certificate, and Certifications of Insurance, to the Owner within seven (7) days of actual notice of the award of the contract to bidder, then the security may be forfeited to the Owner as liquidated damages.

The undersigned hereby warrants that the bidder is licensed with the California Public Utilities Commission, CAL-T Operating Permit # _____ expiration date _____; that such license entitles bidder to provide the work; that such license will be in full force and effect throughout the duration of performance under this contract; and that any subcontractors to be employed will have appropriate licenses.

Company Name of Bidder exactly as it appears on CAL-T Operating Permit

Type of Organization

Signed by
(Print or Type)

Signature

/ /
Date



Title of Signer

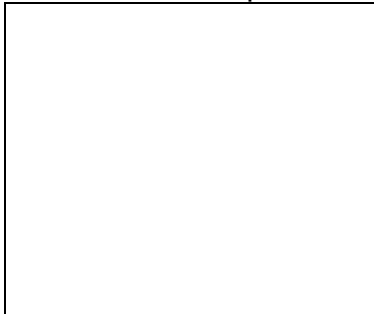
Address of Bidder

Telephone Number

Fax Number

E-mail address of Signer

If bidder is a corporation, affix corporation seal.



Quotation Sheet

The estimated quantities shown are based on the District averages of past moving service expenditures. Labor and packing materials will be ordered on an as-needed basis. The District reserves the right to increase or decrease quantities as required.

All items on the form should be filled out. Numbers should be stated in figures, and the signatures of all individuals must be in long hand. The completed forms should be without interlineations, alterations, or erasures.

Quote on each item separately. Prices must be stated in units specified herein. Each item must be considered separately and not in combination with other items unless otherwise specified on bid form by the District. In case of error, unit prices will govern and extensions will be corrected. Taxes shall not be included in the bid prices.

Labor shall include all trucks, and necessary equipment, such as dollies, machine carts, furniture pads, to provide professional moving services efficiently and safely.

LABOR	HOURLY RATE	ESTIMATED QTY	EXTENDED TOTAL
Straight time - Driver	\$	839	\$
Over time (time & half) - Driver	\$		\$
Straight time - Supervisor	\$	509	\$
Over time (time & half) - Supervisor	\$		\$
Straight time - Laborer	\$	4287	\$
Over time (time & half) - Laborer	\$		\$
Straight time – "Man and a Van"	\$		\$
Over time (time & half) "Man and a Van"	\$		\$
Straight time – 2 men & van	\$		\$
Over time (time & half) – 2 men & van	\$		\$
Straight time – 4 men and a van	\$		\$
Over time (time & half) 4 men and a van	\$		

VEHICLE	EST. QTY	HOURLY RATE	DAILY RATE	WEEKLY RATE
Cargo Van		\$	\$	\$
Cargo Van and one laborer	839	\$	\$	\$
10' Moving Van		\$	\$	\$
16' Moving Van		\$	\$	\$
24' Moving Van		\$	\$	\$

MATERIAL	UNIT COST	ESTIMATED QTY	EXTENDED TOTAL
17 ½ X 12 3/8 X 12 1/2 in ~1.5 cu ft Autofold Box Bursting Test 200 lb/sq in	\$	2935	\$
22 X 22 X 21.5 in Box ~6.0 cu ft	\$	4500	\$
Wardrobe Box with Hanger Bar 20 X 19.75 X 45 3/4	\$	121	\$
PVC Packing Tape 2 in X 55 yd	\$	166	\$
Bubble Wrap 12 in X 25 ft	\$	13	\$
Bubble Wrap ½ in X 48 in X 125 ft	\$	1	\$
Roll Shrinkwrap 18 in X 1500 ft	\$	40	\$
Paper 25 lb/bundle	\$	2	\$
Computer Bags	\$	4	\$
Speed Pack	\$	20	\$
Type Carts	\$	48	\$
Pallets	\$	50	\$

UNIT PRICING	UNIT COST
Single Office Move	\$
Single Classroom Move	\$
Pack a single office	\$
Pack a single classroom	\$
Climate controlled/secured warehouse storage (per sf)	\$
	\$
Storage container rental per month	\$
Storage container rental per year (est. 42 units)	\$
Storage container delivery	\$
Storage container pick-up	\$

Totals should include only those services where estimated quantities have been provided.

Non-Labor Total	\$
Labor Total	\$
Sub-Total	\$



Enter this amount on the Contractor's Proposal

Company Name of Bidder exactly as it appears on CAL-T Operating Permit

Signed by
(Print or Type)

Signature

Date

/ /



EXHIBIT A

ATTACH HOURLY RATES FOR OTHER LABOR. IF THERE IS A DISCREPANCY BETWEEN THE HOURLY RATES ON THE QUOTATION SHEET AND THE HOURLY RATES ON THE EXHIBIT, THE LESSER PRICE WILL PREVAIL WHEN CONTRACTING FOR SERVICES. HOWEVER, AWARD OF BID WILL BE BASED ON THE CONTRACTOR'S BID. HOURLY RATES ARE TO BE A NOT TO EXCEED RATE.

EXHIBIT B

ATTACH UNIT PRICES FOR OTHER PACKING MATERIALS. HOWEVER, IF THERE IS A DISCREPANCY BETWEEN THE UNIT PRICES ON THE QUOTATION SHEET AND THE UNIT PRICES ON THE EXHIBIT, THE LESSER PRICE WILL PREVAIL WHEN CONTRACTING FOR SERVICES. HOWEVER, AWARD OF BID WILL BE BASED ON THE CONTRACTOR'S BID. UNIT PRICES ARE TO BE A NOT TO EXCEED PRICE.

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we _____ as Principal, and _____ as Surety, are held and firmly bound unto the WILLIAM S. HART UNION HIGH SCHOOL DISTRICT, hereinafter called the Owner in the penal sum of two thousand dollars (\$2,000) submitted to the said Owner for the work described below for the payment of which sum in lawful money of the United States, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that whereas the Principal has submitted the accompanying bid dated this _____ day of _____, 2014, for

PROJECT: MOVING SERVICES DISTRICT WIDE, Bid Number WSH14-02A

AND THAT, if the aforesaid Principal shall be awarded the Contract upon said Bid Proposal and shall within seven (7) days after the notice of such award, execute a written memorial of the awarded Contract and submit the other required Contract Documents, then this obligation shall be null and void. In the event the Principal fails and/or refuses to execute and deliver said documents, this Bond will be charged with the costs of the damages experienced by the Owner as a result of such refusal, including but not limited to the difference in money between the amount of the bid of the said Principal, and the amount for which the obligee may be legally contracted with another party to perform the said Work if such amount be in excess of the former. In no event, however, shall the Surety's liability exceed the penal sum thereof.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which the Owner may accept such bid, and said Surety does hereby waive notice of any such extension.

In the event suit is brought upon this bond by the Owner and judgment is recovered, the Surety shall pay all costs incurred by the Owner in such suit, including a reasonable attorney's fee to be fixed by the court.

IN WITNESS WHERE OF the above-bounded parties have executed this instrument under their several seals this day of _____, 2014, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Principal

Surety

Company Name of Bidder exactly as it
appears on CAL-T Operating Permit

Surety

Signer (*Print or Type*)

Attorney-in-Fact Signer (*Print or Type*)

Title

Attorney-in-Fact Signature

Signature of Bidder

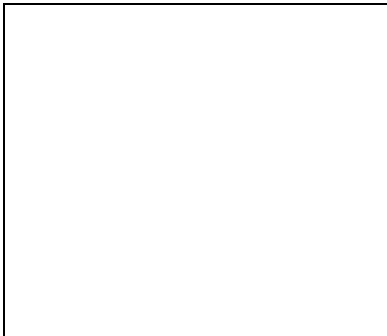
Name and Address of California Agent
of Surety

Telephone No. of California Agent

Email Address of California Agent

Corporate Seal of Principal,
if Corporation

Corporate Seal of Surety



(Attach Attorney-in-Fact Certificate and Required Acknowledgments)

BIDDER REFERENCES AND RESPONSIBILITY INFORMATION

The Owner expressly reserves the right to reject the bid of any bidder who, upon investigation, has been determined to fail to complete similar contracts in a timely fashion or in a satisfactory manner. Such rejection would, if applicable, be based upon the principle that the bidder is "non-responsible" and poses a substantial risk of being unable to complete the work in a cost-effective, professional and timely manner.

In performing the above-described responsibility determination, the Owner reserves the right to utilize, and bidder agrees to provide the Owner with, all possible sources of information in assisting Owner to make its determination, including but not limited to: inquiries to regulatory state Boards and agencies; Dun and Bradstreet credit reports; bidder's most recent financial statements (unaudited or audited, as requested by Owner); inquiries to companies and public entities for which the Contractor has previously performed work; reference checks and examination of all public records.

The bidder must also demonstrate knowledge of jobs of a similar nature and magnitude and should possess a working ability to perform similarly-sized work for a public agency. This knowledge and ability shall be shown by furnishing the names, current phone numbers, addresses, points of contact and scope of work of at least three (3) customers served within the past three (3) years with requirements similar to the needs of the William S. Hart Union High School Project.

FAILURE TO FURNISH THE REFERENCES AND OTHER INFORMATION AS REQUESTED (IN THE COMPLETE FORMAT REQUIRED) MAY CAUSE YOUR BID TO BE REJECTED AS NON-RESPONSIVE.

The references required by Paragraph 3 should be listed in the following format (facts are example only).

Worked for X Y Z Unified School District
 Phone # (222) 123-4567
 999 Holly Drive, L.A., CA 92000
 Contact: J. Q. Jones at above #
 Move at ABC School for \$75,000.

BIDDER REFERENCES

Reference #1

District or Entity:	
Phone No.:	
Address:	
Name of Contact:	
Scope of Work and \$ Amount:	

Reference #2

District or Entity:	
Phone No.:	
Address:	
Name of Contact:	
Scope of Work and \$ Amount:	

Reference #3

District or Entity:	
Phone No.:	
Address:	
Name of Contact:	
Scope of Work and \$ Amount:	

Reference #4

District or Entity:	
Phone No.:	
Address:	
Name of Contact:	
Scope of Work and \$ Amount:	

Reference #5

District or Entity:	
Phone No.:	
Address:	
Name of Contact:	
Scope of Work and \$ Amount:	

NON-COLLUSION AFFIDAVIT

State of California
County of Los Angeles

_____, being first duly sworn, deposes and says that he or she is _____ of _____ the party making the foregoing bid, and that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or a conference with anyone to fix the bid price of the bidder or of any other bidder, or to fix any overhead, profit or cost element of the bid price, or of that of any other bidder, 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 bid are true; and, further, that the bidder has not directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, 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 bid.

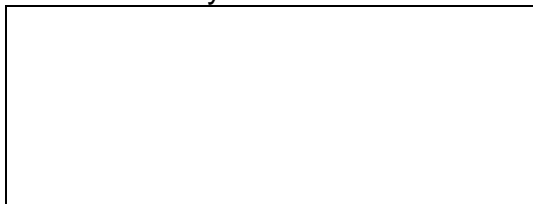
Company Name of Bidder exactly as it appears on CAL-T Operating Permit

Signed by
(Print or Type)

Signature

Date

Seal of Notary



Notary Public Signature

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


Labor Code Section 3700 provides:

“Every employer except the State and all political subdivisions or institutions thereof, shall secure the payment of compensation in one or more of the following ways:

- (a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in this State.
- (b) 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 his employees.”

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 those provisions before commencing the performance of the work of this contract.

Company Name of Bidder exactly as it appears on CAL-T Operating Permit

Signed by <i>(Print or Type)</i>	Signature	/ /	Date	
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(In accordance with Article 5 [commencing at Section 18601], Chapter 1, Part 7, Division 2 of the Labor Code, this certificate must be signed and filed with the awarding body prior to performing any work under this contract.)

SITE VISIT CERTIFICATION

Project: **MOVING SERVICES DISTRICT WIDE**

Bid Package Number: WSH14-02A

I certify that I have visited the site(s) of the proposed work and have fully acquainted myself with the conditions relating to moving services. I fully understand the facilities, difficulties, and restrictions attending the execution of the work under contract.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

I agree to fully indemnify, defend, and hold harmless the William S. Hart Union High School District, and all of their respective officers, agents, employees, and consultants from any and all damages and costs or omissions related to conditions that could have been identified during my visit to the site.

Company Name of Bidder exactly as it appears on CAL-T Operating Permit

Signed by
(Print or Type)

Signature

/ /
Date




**DECLARATION OF COMPLIANCE WITH CALIFORNIA DISABLED VETERAN
BUSINESS ENTERPRISE PROGRAM REQUIREMENTS**

1. We _____ are submitting a bid in response to a contract solicitation by the William S. Hart Union High School District ("District"). I have reviewed and understand the requirement of Public Contract Code, Sections 10115 through 10115.15. This declaration constitutes my sworn testimony that, although we do not meet the participation goal of three percent (3%) disabled veterans business enterprises as provided in Education Code, Section 17076.11, we have made a "good faith" effort to meet those participation goals in the manner required by Public Contract Code, Section 10115.2. I offer this declaration, under penalty of perjury, that I have personal knowledge that we have done each of the following prior to submitting this bid.

- A. We have made contact with the awarding department, as defined by Public Contract Code, Section 10115.1 (a), to identify disabled veteran business enterprises.
- B. We have made contact with other state and federal agencies and disabled veteran business enterprise organizations to identify disabled veteran business enterprises.
- C. Advertising was published in trade papers and papers focusing on disabled veteran business enterprises.
- D. Invitations to bid were submitted to potential disabled veteran business enterprise contractors.
- E. Available disabled veteran business enterprises were considered.
- F. We have maintained written records detailing the specific actions taken to comply with Public Contract Code, Section 10115.2 and, upon request, will supply those records, or a summary thereof, to the District prior to the award of the bid. I understand that our failure to provide records, acceptable to the District, of our actions to comply with Public Contract Code, Section 10115.2 may, in the sole discretion of the District, be grounds for rejecting our bid.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration was executed on _____, in _____, California.

Company Name of Bidder exactly as it appears on CAL-T Operating Permit

Signed by (Print or Type)	Signature	Date	/ / 
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SMALL BUSINESS STATUS CERTIFICATION

Project: _____

Contractor: _____

The undersigned hereby certifies, subject to penalty for perjury, that: (i) the undersigned is a duly-authorized representative of the Contractor and, in that capacity, has executed this certification on behalf of the Contractor; (ii) the information checked below is true and correct as of the date this certification was signed; and (iii) if the Contractor is certified by the California Department of General Services ("DGS") as a small business pursuant to Government Code Section 14835 *et seq.*, a true and correct copy of the written certification issued by the DGS is attached to this certification.

Check as appropriate:

- ☐ The Contractor is NOT a small business as described in Section ___ of the Instructions For Bidders.
- ☐ The Contractor is a small business as described in Section ___ of the Instructions For Bidders because it is certified as a small business by the DGS and a copy of such certification is attached hereto.
- ☐ The Contractor is a small business as described in Section ___ of the Instructions For Bidders because it satisfies all of the following: (i) it is independently owned and operated (i.e., not an affiliate or subsidiary of another company); (ii) its principal office is located in California; (iii) its owners (or, if it is a corporation, its officers) are domiciled in California; and (iv) it has 50 or fewer employees.

Company Name of Bidder exactly as it appears on CAL-T Operating Permit

Signed by
(Print or Type)

Signature

Date



CERTIFICATION OF COMPLIANCE WITH IMMIGRATION LAWS

The Immigration Reform and Control Act of 1986 and other federal immigration laws (the "Immigration Laws") require that an employer must verify the identity and eligibility to work in the United States of each employee hired after November 6, 1986, by completing an Employment Eligibility Verification Form (also referred to as Form I-9) for all employees, whether or not they are United States citizens. The Immigration Laws prohibit employers from knowingly hiring or knowingly continuing to employ individuals who are not eligible to work in the United States. An employer may have actual knowledge of an employee's ineligibility or may have constructive knowledge of ineligibility (i.e., facts and circumstances that would lead a person, using reasonable care, to know about the ineligibility). Employers that knowingly hire or knowingly continue to employ individuals who are not eligible to work in the United States are subject to civil and criminal penalties, including possible incarceration.

The undersigned hereby certifies, subject to penalty for perjury, that:

- (i) The undersigned is a duly-authorized representative of the Contractor and, in that capacity, has executed this certification on behalf of the Contractor;
- (ii) The Contractor is in full compliance with the Immigration Laws with respect to each and every one of its employees, and the Contractor does not knowingly employ any individual who is not eligible to work in the United States;
- (iii) The Contractor, as required by the Immigration Laws, maintains and makes available for inspection a copy of Form I-9 for each of its employees, regardless of immigration status;
- (iv) The information below, if checked, is true and correct as of the date this certification was signed (check as appropriate):
 - ☐ The Contractor has a written policy regarding compliance with the Immigration Laws that it provides to all personnel with any responsibility in connection with the hiring of the Contractor's employees;
 - ☐ The Contractor verifies the eligibility of each employee that it hires through participation in the "E-Verify" program operated by the U.S. Department of Homeland Security;

CERTIFICATION OF COMPLIANCE WITH IMMIGRATION LAWS (Continued)

- (v) The Contractor acknowledges and agrees that the District shall reject the Contractor's bid in connection with the Project as being non-responsive if the Contractor: (1) does not certify that it is in full compliance with such immigration laws; or (2) fails to submit, with its bid, a duly completed and signed copy of this Certification of Compliance with Immigration Laws form;
- (vi) The Contractor acknowledges and agrees that, if the District awards a contract to the Contractor in connection with the Project, it shall be a breach of the Contractor's obligations pursuant to such contract and grounds for immediate termination of such contract by the District, if: (1) any certification by the Contractor set forth herein is false; (2) the Contractor, now or at any time during the term of the contract, knowingly employs any person who is not eligible to work in the United States; or (3) any governmental agency or court determines, at any time during the term of such contract, that the Contractor is not in full compliance with the Immigration Laws;
- (vii) The Contractor acknowledges and agrees that, if the District awards a contract to the Contractor in connection with the Project, the Contractor shall be deemed and construed to have hereby agreed to indemnify and hold-harmless, to the maximum extent permitted by law, the District, the District's Governing Board and each member thereof, and the District's other officers, employees and agents, and each of them, from and against any and all claims, demands, actions, damages, losses, costs and expenses (including, without limitation, attorney's fees), and other liabilities of any nature whatsoever that arise from any failure by the Contractor to be in full compliance with the Immigration Laws.

Company Name of Bidder exactly as it appears on CAL-T Operating Permit

Signed by
(Print or Type)

Signature

Date

/ /



**IRAN CONTRACTING ACT CERTIFICATION
(Public Contract Code Section 2200 et seq.)**

As required by California Public Contract Code Section 2204, the Proposer certifies subject to penalty for perjury that the option checked below relating to the Proposer's status in regard to the Iran Contracting Act of 2010 (Public Contract Code Section 2200 *et seq.*) is true and correct:

☐ The Proposer is not:

(i) identified on the current list of persons and entities engaging in investment activities in Iran prepared by the California Department of General Services in accordance with subdivision (b) of Public Contract Code Section 2203; or

(ii) a financial institution that extends, for 45 days or more, credit in the amount of \$20,000,000 or more to any other person or entity identified on the current list of persons and entities engaging in investment activities in Iran prepared by the California Department of General Services in accordance with subdivision (b) of Public Contract Code Section 2203, if that person or entity uses or will use the credit to provide goods or services in the energy sector in Iran.

☐ The District has exempted the Proposer from the requirements of the Iran Contracting Act of 2010 after making a public finding that, absent the exemption, the District will be unable to obtain the goods and/or services to be provided pursuant to the Contract.

☐ The amount of the Contract payable to the Proposer for the project does not exceed \$1,000,000.

Proper Company Name of Contractor (exactly as it appears on CAL T License)

Print or Type Name of Authorized Signer

by

Signature of Contractor

Dated



Note: In accordance with Public Contract Code Section 2205, false certification of this form shall be reported to the California Attorney General and may result in civil penalties equal to the greater of \$250,000 or twice the Contract amount, termination of the Contract and/or ineligibility to bid on contracts for three years.

Print, complete, and submit the W-9 from
<http://www.irs.gov/pub/irs-pdf/fw9.pdf>

Form W-9 (Rev. December 2011) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification	Give Form to the requester. Do not send to the IRS.
Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C-C corporation, S-S corporation, P-partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	
	<input type="checkbox"/> Exempt payee	
	Address (number, street, and apt. or suite no.)	Requestor's name and address (optional)
City, state, and ZIP code		
	List account number(s) here (optional)	
Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3. Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.		
Part II Certification Under penalties of perjury, I certify that: 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and 3. I am a U.S. citizen or other U.S. person (defined below). Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.		
Sign Here Signature of U.S. person ▶ _____	Social security number _____ - _____ - _____ Employer identification number _____ - _____ - _____	
General Instructions Section references are to the Internal Revenue Code unless otherwise noted. Purpose of Form A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to: 1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued), 2. Certify that you are not subject to backup withholding, or 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.		
Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9. Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are: • An individual who is a U.S. citizen or U.S. resident alien, • A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, • An estate (other than a foreign estate), or • A domestic trust (as defined in Regulations section 301.7701-7). Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.		

Cat. No. 10231X

Form **W-9** (Rev. 12-2011)

WILLIAM S. HART UNION HIGH SCHOOL DISTRICT

PROJECT: MOVING SERVICES DISTRICT WIDE

Bid Package Number: WSH14-02A

Package Description: **MOVING SERVICES DISTRICT WIDE**

Proper Company Name of Bidder _____

Telephone/ Contact: _____

Contents Must Include: (Please Check Each Box)

- ☐ Contractor's Proposal
- ☐ Quotation Sheet
- ☐ Exhibit A (Other Labor Hourly Rates)
- ☐ Exhibit B (Other Packing Materials Unit Prices)
- ☐ Bid Bond
- ☐ Bidder References And Responsibility Information
- ☐ Non-Collusion Affidavit
- ☐ Certificate Regarding Workers' Compensation
- ☐ Site Visit Certification
- ☐ Declaration of Compliance with Disabled Veterans Business Enterprise (DVBE)
- ☐ Small Business Status Certification
- ☐ Certification Of Compliance With Immigration Laws
- ☐ Iran Contracting Act Certification
- ☐ W9
- ☐ Bid Label

Bids Due: Friday, March 21, 2014 no later than 2 PM.

Attn: Leigh Hansen, Director of Purchasing & Warehouse
William S. Hart Union High School District
21380 Centre Pointe Parkway
Santa Clarita, CA 91350

Each Contractor must complete the information on this sheet and affix this sheet to the outside of their bid envelope by gluing or taping.