CUPCCAA Up to $15,000

Procurement Summary and Approval

	Form Completed by (your name):		Lance Blair
	Project Name:		El Rodeo - Added Security Chain Link Fencing
	Today's Date:		5/17/2018
			PROCUREMENT REQUIREMENTS
1)	Bid / Procurement Process		Negotiated Amount - Purchase Order
2)	Agreement Required	X	Yes (Not required, but Agreement shall be used)
3)	Single Contractor Negotiation (Up to $25,000)	X	Yes (However, always pursue multiple prices and track efforts or explain)
4)	How was project advertised		No Advertisement Required
5)	How was outreach performed	X	a. Email - Received email quote on 5/2/18
	(NOTE: keep track and record contact trail	X	b. Call - Spoke with Frank on 4/30/18 and set an appointment for 5/1/1 @ 1:30pm to meet at El Rodeo to walk and review the requested scope of work.
	for all outreach methods & history)		c. Advertise
6)	Description of Work		Labor & Materials to install 42' of new 8' 9gauge CLF with one 21' x 8' double drive gate and one 4' x 8' walk gate. All new work to include removing 140' of existing 5' high CLF. Extend post to 8' high and install new 8' 9gauge CLF
7)	**Bid Requirements**		None
a.	DIR Registration Required	X	Yes, date confirmed (initialed by):
b.	Payment Bond (all bids over $25k)		No
c.	Insurance Certificate	X	Yes, date confirmed (initialed by):
d.	Prevailing Wage	X	Yes
e.	Bid Bond (all bids over $45k)		No
f.	Written Safety Manual/Plan		No
g.	K-12 Occupied School Exp Required		No
h.	List of Subcontractors Required		No
8)	Pre-Qualification		No
9)	# of bidders @ job walk		n/a
10)	# of Prices Received		
11)	Contractors (only 1 required)		1) Quality Fence
			2)
			3)
12)	Engineering Estimate $		$10,000
13)	# of Days Required to Complete Work		7
14)	Vendor/Contractor Proposed Amount $		$7800 (We do not need the optional scope)
15)	Recommend Award	X	Yes, recommend award to Quality Fence for $7,800.00
16)	Prior Board Approval Required		No
17)	Delegate Signature	X	Yes
18)	Board Ratification Required	X	Yes, date confirmed (initialed by):

Program Management Signature/Date

Superintendent's Approval Signature/Date

Michael Bregy 5-23-18

Dr. Michael Bregy Date