

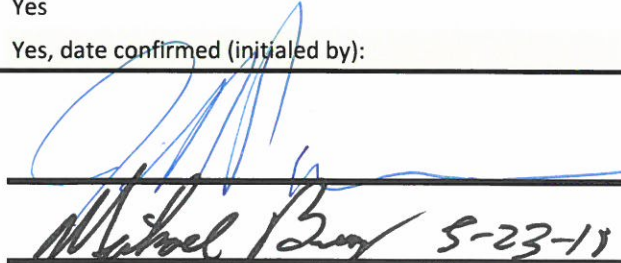
## Procurement Summary and Approval

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	<input checked="" type="checkbox"/> Yes (Not required, but Agreement shall be used)
3)	Single Contractor Negotiation (Up to \$25,000)	<input checked="" type="checkbox"/> Yes (However, always pursue multiple prices and track efforts or explain)
4)	How was project advertised	No Advertisement Required
5)	How was outreach performed	<input checked="" type="checkbox"/> a. Email - Received email quote on 5/2/18
	(NOTE: keep track and record contact trail	<input checked="" type="checkbox"/> b. @ 1:30pm to meet at El Rodeo to walk and review the requested scope of work.
	for all outreach methods & history)	<input type="checkbox"/> 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	<input checked="" type="checkbox"/> Yes, date confirmed (initialed by):
b.	Payment Bond (all bids over \$25k)	No
c.	Insurance Certificate	<input checked="" type="checkbox"/> Yes, date confirmed (initialed by):
d.	Prevailing Wage	<input checked="" type="checkbox"/> 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	<input checked="" type="checkbox"/> Yes, recommend award to Quality Fence for \$7,800.00
16)	Prior Board Approval Required	No
17)	Delegate Signature	<input checked="" type="checkbox"/> Yes
18)	Board Ratification Required	<input checked="" type="checkbox"/> Yes, date confirmed (initialed by):

Program Management Signature/DateSuperintendent's Approval Signature/Date

  
 Dr. Michael Bregy 5-23-18  
 Date