

## ATTACHMENT 1 BID SUBMISSION COVER SHEET

### BIDDER INFORMATION, AMENDMENTS, CERTIFICATIONS, PREFERENCES AND CHECKLIST

**BIDDER INFORMATION:** This form shall be the cover page for the Bidder's bid. In the space provided, enter the requested Bidder identification information. Use this form to indicate your acknowledgement of the response conditions. (FILL OUT THIS FORM IN ITS ENTIRITY)

**ITB Number:**

ITB 180000047

**ITB Name:**

Statewide Electrical Services

**Legal Company Name:**

**Mailing Address:**

**Contact Person:**

**Contact Person's Title:**

**Business/Ordering Phone:**

**Emergency Phone:**

**Alternate Phone:**

**Federal Tax Id #:**

**Alaska Business License #:**

**E-Mail Address:**

**Alternate Email:**

**Fax Number:**

**Hours of Operation:**

**Number of Employees in Zone:**

(Ketchikan)

**Number of Years providing  
Commercial Electrical Services:**

(Years in Alaska)

(Total Years)

**Willing to provide services outside  
the defined zone? Yes or No**

(ITB page 15-16)

**AMENDMENT ACKNOWLEDGEMENT:** Bidder acknowledges receipt of the following Amendments, and has incorporated the requirements of such amendments into the bid.  
(List all amendments issued for this ITB and date acknowledged):

No.	Date
No.	Date

No.	Date
No.	Date

No.	Date
No.	Date

**LIST: LICENSES, CERTIFICATIONS AND/OR PERMITS THE COMPANY POSSESSES, AND THE TYPES OF SERVICES THAT ARE APPLICABLE TO PERFORMING THE SERVICES REQUIRED IN THIS ITB:**

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

**STATE OF ALASKA PREFERENCES:** Please answer the following questions regarding the State of Alaska preference. (ITB pages 7-9)

<b>Are you claiming the State of Alaska Bidder preference?</b> (If "Yes", please answer the questions below)		<input type="checkbox"/> YES <input type="checkbox"/> NO
#	Questions	RESPONSE
1	Do you currently hold an Alaska business license?	<input type="checkbox"/> YES <input type="checkbox"/> NO
2	Is the company name submitted on this bid the same name that appears on the current Alaska Business License?	<input type="checkbox"/> YES <input type="checkbox"/> NO

3	Has your company maintained a place of business within the State of Alaska staffed by the Bidder or an employee of the Bidder for a period of six months immediately preceding the date of the bid?	<input type="checkbox"/> YES <input type="checkbox"/> NO
4	Is your company incorporated or qualified to do business under the laws of the State, is a sole proprietorship and the proprietor is a resident of the State, is a limited liability company organized under AS 10.50 and all members are residents of the State, or is a partnership under former AS 32.05, AS 32.06, or AS 32.11 and all partners are residents of the State?	<input type="checkbox"/> YES <input type="checkbox"/> NO
5	If your company is a joint venture, is it composed entirely of ventures that qualify under (1-4) of this table?	<input type="checkbox"/> YES <input type="checkbox"/> NO

**BIDDER CERTIFICATION:** Acknowledge the following statements, conditions, and information by clearly marking the space provided. Failure to comply with these items may cause the bid to be determined nonresponsive and the bid may be rejected, or the State may terminate the contract or consider the Contractor in default. (ITB Page 3)

#	CONDITIONS-COMPLIANCE-CERTIFICATION	RESPONSE
1	Bidder certifies that all services provided under the resulting contract shall be performed in the United States or Canada. (ITB page 4)	<input type="checkbox"/> YES <input type="checkbox"/> NO
2	Bidder complies with the laws of the State of Alaska. (ITB page 3)	<input type="checkbox"/> YES <input type="checkbox"/> NO
3	Bidder complies with the applicable portion of the Federal Civil Rights Act of 1964. (ITB page 3)	<input type="checkbox"/> YES <input type="checkbox"/> NO
4	Bidder complies with the Equal Employment Opportunity Act and the regulations issued thereunder by the federal government. (ITB page 3)	<input type="checkbox"/> YES <input type="checkbox"/> NO
5	Bidder complies with the American with Disabilities Act of 1990 and the regulations issued thereunder by the federal government. (ITB page 3-4)	<input type="checkbox"/> YES <input type="checkbox"/> NO
6	Bidder complies with all terms and conditions set out in this ITB.	<input type="checkbox"/> YES <input type="checkbox"/> NO
7	Bidder affirms that this response was independently arrived at, without collusion (ITB page 3)	<input type="checkbox"/> YES <input type="checkbox"/> NO
8	Bidder certifies that Bidder has a valid Alaska business license. (ITB page 17)	<input type="checkbox"/> YES <input type="checkbox"/> NO
9	Bidder complies with all applicable federal, state, and borough regulations, codes, and laws; and be liable for all required insurance, licenses, permits and bonds; and pay all applicable federal, state, and borough taxes (ITB page 4)	<input type="checkbox"/> YES <input type="checkbox"/> NO
10	Bidder certifies that they are eligible to receive the Alaska Veteran Preference AS 36.30.175. (ITB page 8)	<input type="checkbox"/> YES <input type="checkbox"/> NO
11	Bidder agrees to all Insurance Requirements (ITB page 9-10)	<input type="checkbox"/> YES <input type="checkbox"/> NO

**BID CHECKLIST:** The following documents are required for this bid. Acknowledge you have submitted each document in the proper format by clearly marking in the space provided. We suggest using an easy-to-understand naming convention for the attached files, as this will simplify the evaluation process.

DOCUMENT	REQUIREMENT	INCLUDED?
<b>Attachment 1 - Bid Submission Cover Sheet</b>	<ul style="list-style-type: none"> <li>Required Document – Must be submitted with Bid</li> </ul>	<input type="checkbox"/> YES
<b>Attachment 2 – Bid Schedule</b>	<ul style="list-style-type: none"> <li>Required Document – Must be submitted with Bid</li> <li>One needed for Ketchikan Zone</li> </ul>	<input type="checkbox"/> YES
<b>Alaska Business License</b>	<ul style="list-style-type: none"> <li>Required Document – Must be received with the bid if claiming the Alaska Bidder Preference.</li> </ul>	<input type="checkbox"/> YES
<b>Proof of Insurances</b>	<ul style="list-style-type: none"> <li>Insurance Documents may be submitted with Bid</li> <li>Required Document – Must be received prior to Contract Award</li> </ul> <ol style="list-style-type: none"> <li>Commercial General Liability Insurance</li> <li>Workers' Compensation Insurance</li> <li>Commercial Automobile Liability Insurance</li> </ol>	<input type="checkbox"/> YES <input type="checkbox"/> NO  <input type="checkbox"/> YES <input type="checkbox"/> NO  <input type="checkbox"/> YES <input type="checkbox"/> NO

**BID SIGNATURE:** All responses must be signed by a duly constituted official legally authorized to bind the Bidder to its response, including the cost schedule.

**Signed:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_