

**QUOTE FORM**

Washoe County School District - Purchasing Department  
14101 Old Virginia Road - Reno, Nevada 89521  
Phone: 775-850-8025 Email: [solicitations@washoeschools.net](mailto:solicitations@washoeschools.net)

**Quote #: 24-32-Q-10-DA**

Having carefully examined all of the Project Specifications and Drawings entitled **Replacement of Two (2) Water Heaters at Kendyl Depoali Middle School** dated October 30, 2023, and the addenda numbered \_\_\_\_\_, as well as the premises and the conditions affecting the work, the undersigned proposes to furnish for the stipulated sum of:

**Item One:**

**Base Bid:** All labor and materials for the **REPLACEMENT OF TWO (2) WATER**

**HEATERS AT KENDYL DEPOALI MIDDLE SCHOOL** as drawn and specified, the sum

of \_\_\_\_\_  
\_\_\_\_\_ Dollars(\$\_\_\_\_\_).

Quotes shall be submitted on the provided Quote Form (PUR-F503) only, and all of the blank spaces shall be completed; numbers shall be stated both in writing and in figures, the signature shall be in longhand; and the completed form shall be without interlineation, alteration or *erasure*. Washoe County School District only accepts signatures done manually (also known as a wet signature) or electronic digital signatures that are certified. Non-certified electronic digital signatures will NOT be accepted. A typed signature, even in cursive font, DOES NOT meet the requirements of an official digital signature. A digital signature must be accompanied by a certified digital stamp issued through programs like Adobe Acrobat, Docu-Sign or other similar programs that produce a digital stamp certifying the electronic digital signature. Any signatures on required forms that do not meet these requirements will not be accepted and the Contractor’s submission will be deemed “Non-Responsive” and will be rejected. **Any quote submission will be disqualified and rejected if not signed.** If you have any questions about this requirement, please submit your question by the question deadline, so that it can be answered prior to quote submission deadline. In the event of a discrepancy on the Quote Form, NRS 104.3114 Contradictory terms of instrument states that, “If an instrument contains contradictory terms, typewritten terms prevail over printed terms, handwritten terms prevail over both, and WORDS PREVAIL OVER NUMBERS.” Only quotes submitted on the form provided will be accepted. No additional pages containing inclusions, exclusions or clarifications will be accepted as part of the quote. Any clarifications, additions or exclusions made by the Owner (WCSD) will be considered incorporated into the specifications.

Bidder shall proofread his/her bid carefully for errors.

WCSD reserves the right to award the quote for the best proposal for each individual item or to award on the best total proposal, whichever is deemed by the Owner to be in their best interests. WCSD also reserves the right to reject any or all quotes and to waive irregularities or informalities in any quote for any reason whatsoever.

If they be notified of the acceptance of this quote within forty-five (45) days of the time set for the due date, Contractor agrees to accept a Purchase Order for the above work for the above-stated compensation and to commence the physical work no fewer than ten (10) days after the execution thereof.

The undersigned agrees, if awarded this project, work is to be commenced upon issuance of a Purchase Order and shall be completed on or before January 5, 2024.

The commencement date for the physical work shall be coordinated by the Capital Projects Department upon the receipt of a WCSD Purchase Order. The undersigned further agrees that the Owner may retain from the monies due the Contractor Five Hundred Dollars (\$500.00) per day as a direct result of the Contractor's delay for not completing the project in the required time allowance plus approved time extensions.

Enclosed, on Page 4, is a complete listing of the names of each subcontractor who will provide labor or a portion of the work or improvement to the Contractor.

I have read and acknowledge that our company is in compliance with all WCSD Drug & Alcohol Requirements specified in Section 00800 – Supplementary General Conditions.

**NOTE:**

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**QUOTE #: 24-32-Q-10-DA**

FIRM NAME:		NEVADA LICENSE #:
NAME OF AUTHORIZED REPRESENTATIVE:		
ADDRESS:		
PHONE #:	FAX #:	
EMAIL ADDRESS:		DATE:
SIGNATURE:		



**WASHOE COUNTY SCHOOL DISTRICT  
PUBLIC DISCLOSURE FORM**

**VENDOR/CONTRACTOR (B)**

**THIS IS A REQUIRED FORM TO BE COMPLETED, SIGNED, AND SUBMITTED WHEN REQUESTED BY WCSD.**

**VENDOR/CONTRACTOR COMPANY NAME:** \_\_\_\_\_

**COMPANY'S AUTHORIZED REPRESENTATIVE NAME (FIRST/LAST):** \_\_\_\_\_

I understand that per NRS 281A.020 a public office is a public trust and shall be held for the sole benefit of the people, and a public officer or employee must commit themselves to avoid conflicts between the private interests of the public officer or employee and those of the general public who the public office or employee serves.

Furthermore, I understand that pursuant to Washoe County School District (WCSD) Board of Trustees Policy 4505 and per NRS 281A.400, WCSD employees (as public officers) shall not seek and/or accept any gift, work/service, favor, employment, engagement, emolument, and/or economic opportunity, including, but not limited to, unlawful compensation, salary, retainer, augmentation, expense allowance, commission, personal profit, pecuniary interest in the course of performing WCSD duties. In addition, WCSD employees (as public officers) shall not use their positions to secure and/or grant unwarranted privileges, preferences, exemptions, and/or advantages for the public officer or employee with any business entity.

I certify and acknowledge by signature below that I am a duly authorized agent of the submitting organization named above and that failure to disclose all facts relative to a conflict and/or potential conflict of interest (ethical standards) with regards to the specific solicitation to which the organization is submitting to WCSD may result in a rejection of said solicitation submission and/or termination of any resulting contract should the above-named organization be awarded.

- A. I certify that I and the principal(s) and/or key personnel of my organization have no pecuniary/financial interests between WCSD, Officers of WCSD, key employees of WCSD, current and former WCSD Board of Trustees members, and any other current and former WCSD personnel.
- B. To the third degree of consanguinity (refer to the chart below), I have listed all of my and the principal(s) and key personnel of my organization's personal relationships, partnerships, correlations, and relatives (by blood and/or marriage) between WCSD, Officers of WCSD, key employees of WCSD, current and former WCSD Board of Trustees members and any other current and former WCSD personnel.



