

1. Request for Quotation – **Mural services only.**
 - a. Request for Quotation form - revised 12/2019
2. Site Improvement Request Form – **Mural services only**
 - a. SIRF form revised

Special instructions for mural services

To ensure compliance with Public Work Reforms (SB 854), consultants providing mural services for the District must register with the Department of Industrial Relations (DIR) before a consultant agreement may be processed. Muralists must complete and return the District Request for Quotation (RFQ) form which includes project details and “C-33 Painting and Decorating” contractor license confirmation. Once the completed RFQ and project proposals are returned to the requesting site by the consultant, the site is required to submit a Site Improvement Request Form (SIRF). This form is submitted for approval by the site administrator, Area Administrator, Assistant Superintendent of Business Services, and Director of Maintenance and Operations. Once the SIRF has been approved and returned to the site, the consultant process may begin as outlined above. Completed copies of the RFQ and SIRF must be attached to the consultant agreement when submitting to Business Services.

It is the responsibility of the consultant to comply with all policies and procedures outlined by the DIR upon completion of the project.

To aid in the registration of muralists with the DIR, the District has developed a flowchart to illustrate the process.

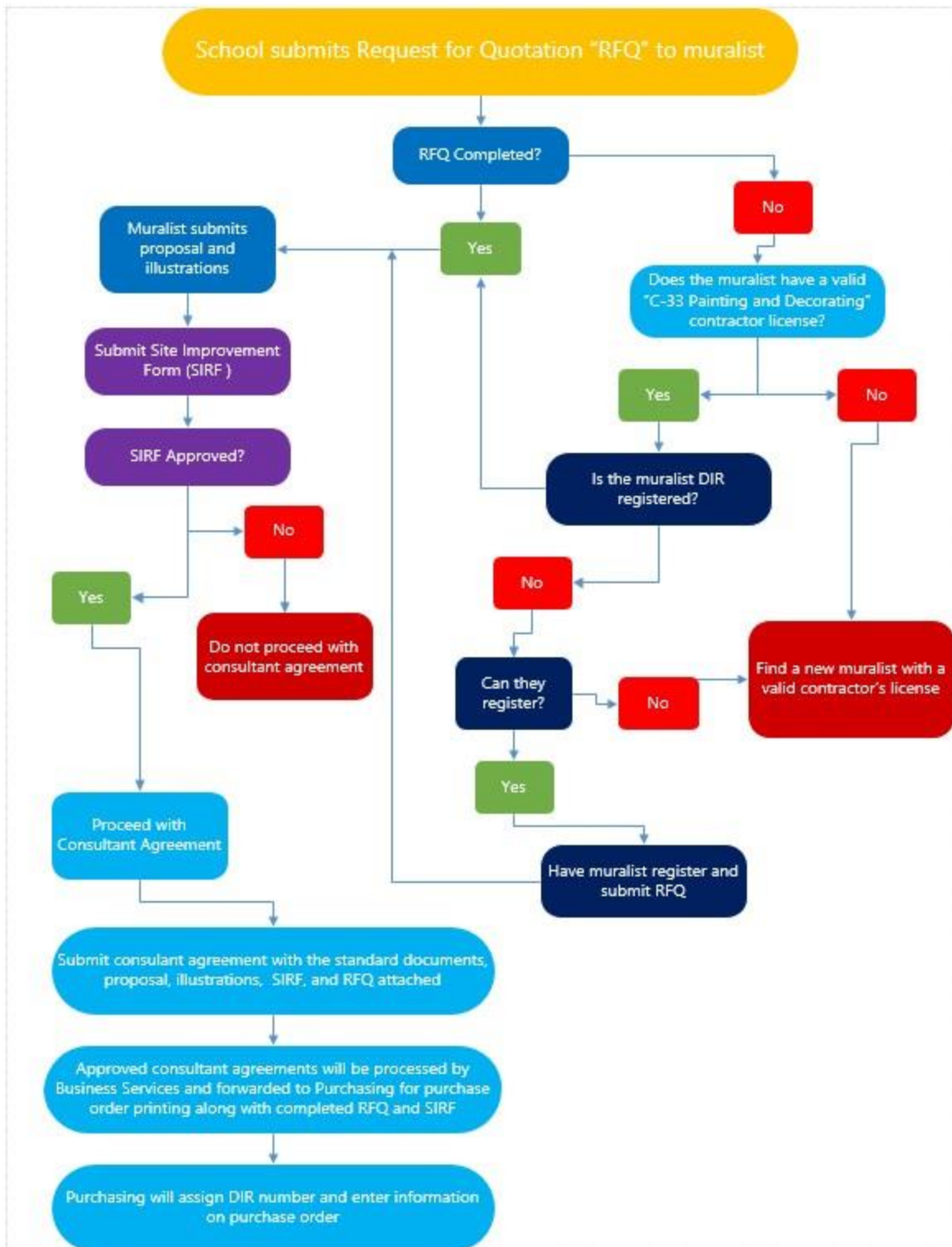
Flowchart of mural consultant process – [click here](#) (add link to website)

Forms relating to mural services:

- Request for Quotation
- Site Improvement Request Form

<https://www.bcsd.com/cms/lib/CA50000780/Centricity/Domain/77/Site%20Improvement%20Request%20Form.pdf>

Mural Consultant Flowchart



Request for Quotation – Page 1



**Bakersfield City School District
 Maintenance and Operations (M&O) Department
 1501 Feliz Drive – Bakersfield, CA 93307
 Phone: (661) 631-5883 Fax: (661) 834-9986**

REQUEST FOR QUOTATION

(Revised December 2019)

Date:	BCSD Employee Requesting Quote
Project Name and #:	
Quote Due Date:	Quote is valid until:

Pursuant to Labor Code § 1720 et. seq., this work is considered a "Public Work" and is subject to the payment of prevailing wages if the total project cost is over \$1,000. Proof of a valid Contractor/Specialty License, DIR Registration, Worker's Compensation, and liability insurance is required before work can begin.

If awarded, you will be required to enter certified payroll reports (electronically) into the Department of Industrial Relations (DIR) eCPR website located at: <https://apps.dir.ca.gov/ecpr/DAS/AltLogin>. **Small Project Exemption:** Does not apply to projects of \$25,000 or less when the project is for construction, alteration, demolition, installation, or repair work or for projects of \$15,000 or less when the project is for maintenance work.

Quantity	Description/Scope of Work to be Performed	Unit Price	Extended Price
(Attach additional sheets if necessary)		GRAND TOTAL	

If the District accepts this Quotation for services to be rendered to the District under the amount of \$60,000, I agree with the terms and conditions of the Bakersfield City School District's Field Contract for Services. (A sample contract will be provided upon request.)

If applicable, initial to acknowledge receipt of addenda(s): #1 _____, #2 _____, #3 _____, and #4 _____

I certify that I have inspected the work site; have met with the District representative; and fully understand the entire scope of work to be performed. I also confirm that I possess all of the proper licenses and certifications that are necessary to complete this work.

Please type or print legibly

Company Name:			
Address:			
Contractor's License No.:	DIR Registration No.:	Tax ID:	
Contact Person:	Phone No.:	Fax No.:	
E-mail address (Must include):			
Signature of Authorized Person:		Date:	

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REQUEST FOR QUOTATION (cont.)

(Revised December 2019)

**DIR Classification(s) of workers to be utilized.
Check all that apply.**

<input type="checkbox"/>	Asbestos	<input type="checkbox"/>	Bricklayers	<input type="checkbox"/>	Carpenters	<input type="checkbox"/>	Carpet/Linoleum
<input type="checkbox"/>	Cement Masons	<input type="checkbox"/>	Drywall Finisher	<input type="checkbox"/>	Drywall Lather	<input type="checkbox"/>	Electrician
<input type="checkbox"/>	Elevator Mechanic	<input type="checkbox"/>	Glazier	<input type="checkbox"/>	Iron Worker	<input type="checkbox"/>	Laborer
<input type="checkbox"/>	Landscape Maint.	<input type="checkbox"/>	Operating Engineer	<input type="checkbox"/>	Modular Furn. Installer	<input type="checkbox"/>	Painter
<input type="checkbox"/>	Pipe Trades/Plumber	<input type="checkbox"/>	Plaster	<input type="checkbox"/>	Roofers	<input type="checkbox"/>	Sheet metal/HVAC
<input type="checkbox"/>	Sound/Communications	<input type="checkbox"/>	Surveyors	<input type="checkbox"/>	Teamster	<input type="checkbox"/>	Telecom Technician
<input type="checkbox"/>	Tile Workers						

Classifications and wage rates can be found at: <http://www.dir.ca.gov/opri/PWD/index.htm>

DIR Prevailing Wage Hot Line: (415) 703-4774

Important Notice: California new law (SB 854) provides that, "A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Labor Code Section 1725.5." Please go to <http://www.dir.ca.gov/Public-Works/PublicWorks.html> for more information and to register. This project is subject to monitoring by the Department of Industrial Relations.

Per California Civil Code 9550: A direct contractor that is awarded a public works contract involving an expenditure in excess of twenty-five thousand dollars (\$25,000) shall, before commencement of work, give a payment bond to and approved by the officer or public entity by whom the contract was awarded. In addition to the payment bond, BCSD also requests a performance bond for 100% of the cost of the project.

BCSD Office Use:

Accepted by Bakersfield City School District:

Print Name and Title:			
Signature:		Date:	
Budget Code:		PO/Contract No.:	
Est. Project Start Date:		Est. Project End Date:	
PWC-100 Processing Date:			
PWC-100 Data Entry Website:	https://www.dir.ca.gov/pwc100ext/		

Site Improvement Request Form

Bakersfield City School District
Maintenance and Operations Department
1501 Feliz Drive – Bakersfield, CA 93307
Phone: 661-631-5883 FAX: 661-834-9986

SITE IMPROVEMENT REQUEST FORM

This form must be completed in full and then approved PRIOR to the start of this school site project.

Requested by: _____ Entered by: _____
Site/school: _____
Type of project: _____
Reason for project: _____
Contact name: _____ Phone no.: _____

Clearly and completely describe the project and all materials to be used.
 Provide a desired installation schedule and list any additional assistance that may be required.

Funding source: _____

Vendor/service provider (if any): _____

Detailed description:

Site improvement requests are considered additions to existing facilities—unrelated to routine maintenance.

Approved by:
Site administrator: Print name: _____ Signature: _____ Date: _____

Area Administrator: Approved Denied Initial: _____ Date: _____

Asst. Supt.,
Business Services: Approved Denied Initial: _____ Date: _____

M&O Director: Approved Denied Initial: _____ Date: _____