

Bid Package Certification

Cover Sheet and Instructions

APPROVED DOCUMENT – This document is approved by the Office of the President and Office of the General Counsel for use by the Facility and is available on electronic media.

PURPOSE OF DOCUMENT:	Document required from CM/Contractor. Provides results of bidding by CM/Contractor.		
CROSS-REFERENCE TO FACILITIES MANUAL:	None		
CONTENTS:	Bid Package Certification form		
FOR USE WITH:	CM/Contractor Agreement		
COMPLETED BY:	✓ Filling in	Adding Text	No Data Required
ITS USE IS:	✓ Required	Optional	

NOTE: To use the electronic file of this document, you must go to the “Tools” pull down menu in Microsoft Word, select “Options,” select the “View” tab, and then put a check in the box “Hidden text.” Most instructions and alternate language is displayed in hidden text. Do not print the hidden text for the final document.

Completion Instructions:

- Notes, suggested text, instructions and other information is formatted using the following methods:
 - Hidden text within brackets. {This is an example of the format.} Read the material within the brackets and take the appropriate action (usually inserting text or selecting from a choice of texts.) When printing this document, the default print property will not print the hidden text.
 - Coded instruction within brackets. {This is an example of the format.} The instructions and shading will disappear when the required information is typed.
 - Suggested text is shaded in gray without brackets (see Modification and Additions below.)

Modifications and Additions:

- Areas shaded in gray, without brackets, represent suggested text that may be modified by the Facility to meet the needs of the Project. This is an example of the format. Ensure that any modified or added text is consistent with the Contract Documents.
- Areas not highlighted in gray, without brackets, shall not be altered without approval of the Office of the President.

Comments:

None

EXHIBIT {NUMBER}

BID PACKAGE CERTIFICATION

The CM/Contractor, _____, certifies the following regarding Bid Package number _____:

- 1) That bids listed below represent all bids received;
- 2) That the CM/Contractor has determined that bidder number one, listed below, is the lowest bidder that is both responsive and responsible, and that bid number one represents the entire scope of work called for by the Bid and Contract Documents;
- 3) That the CM/Contractor has followed all competitive bidding requirements of the Contract Documents for this Bid Package and that all determinations regarding responsiveness or responsibility have been made in accordance with such requirements;
- 4) That the Bid Documents used for bidding Bid Package are the same as those approved by University, without modification;
- 5) That the Bid Documents used for bidding Bid Package do not include any General Conditions work covered by Scope of Work or General Conditions Provided to Subcontractors;
- 6) That the CM/Contractor has notified all bidders of the determination of lowest responsive, responsible bidder listed in this Bid Package Certification below;
- 7) That the attached updated CM/Contractor Expanded List of Subcontractors accurately reflects all current subcontractors and that it contains no changes to previously listed subcontractors;
- 8) That the cost of Subcontractor payment or performance bond, or insurance purchased in lieu there of, if any, is not included in this Bid Package price.
- 9) That CM/Contractor has attached the following Exhibits completed by the proposed Subcontractor:
 - a. Self-certification
 - b. Report of Subcontractor Information

CM/Contractor certifies that the bid amount of this Bid Package, when taken in conjunction with the CM/Contractor's General Conditions Work and General Conditions Provided to Subcontractors Exhibit associated with this Bid Package, represents the total cost of all labor, materials, furnishings, equipment and services necessary to complete the work associated with this Bid Package.

The CM/Contractor requests the University incorporate bid number one below into the Work by Contract Amendment as called for in the Contract Documents.

The Bid Package scope is for all items required in the Bid Documents, and in brief is for the following:

Bid results for Bid Package:

	Bidder*	Bid Amount	Responsive	
			Yes	No
1)	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
2)	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
3)	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
4)	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
5)	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
6)	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
7)	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
8)	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
9)	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
10)	_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>

*NOTE – Bidder number _____ is the lowest responsive and responsible bidder.

CM/Contractor waives any claim for further adjustments of the Contract Sum or adjustment to the Contract Time related to the above described Bid Package upon issuance by University of a Contract Amendment reflecting bid number one above for this Bid Package.

CM/Contractor check this box for the **final** Bid Package as shown in the Contract Schedule:

By marking this box, CM/Contractor certifies to the University on the Bid Package Certification that all Construction Work, previously approved by the University for insertion into Bid Packages, has been incorporated into the Contract, whether by this final Bid Package or preceding Bid Packages.

Accepted and Certified:

By: _____
(CM/Contractor Signature)

(Printed Name - CM/Contractor Name)

Date: _____