

Attachment 1

Intent to Bid Form (Optional)
Bulk Purchase of Evaporative Coolers

Return to:

Southern California Edison
GO-3 1st Floor
2131 Walnut Grove Avenue
Rosemead, CA 91770
Attention: _____
E-mail Address: _____
Fax: _____

This Intent to Bid Form must be received at the above address no later than _____ to enable you to stay on the mailing list for responses to questions, revisions to the RFP, or announcement of informational meetings. This form is optional. Submitting this form does not commit the proposed bidder to complete the proposal process nor does the lack of an intent to bid response exclude the proposed bidder from presenting a bid. Submitting the form simply allows you to receive additional information from SCE, if any, which may be pertinent to your proposal.

Proposed Bidder:

Company or Organization: _____
Contact Name: _____
Contact Title: _____
Mailing Address: _____
Phone: _____
Fax: _____
E-mail Address of Contact Person: _____

This form may be returned to SCE by mail or facsimile. The requested information may also be provided to SCE by e-mail at: _____. SCE will acknowledge receipt of e-mails by return e-mail.

Southern California Edison Company
Company Information Form

FIRM MAILING ADDRESS (IF DIFFERENT)
Street Name
City State Zip Code

Type of Ownership:

Sole Proprietor Partnership Incorporation
Corporation Subsidiary Date Business Started
Affiliate Non-Profit Federal Tax ID No.
Executive Officers:
Principal or Owner's: Telephone No.
Sales/Program Manager's Name: Telephone No.
Office Administrator's Name: Telephone No.
Emergency Contact's Name: Telephone No.
Days and Hours of Operation: Fax No.

Dun & Bradstreet No.:

Insurance Company Name:
Rating:

Commercial General Liability Coverage: \$

Cities with Business Licenses:

1. SMALL BUSINESS Yes No Number of Employees

DEFINITION: Your business must be independently owned and operated, must not be dominant in its field, and must meet Small Business Administration standards as to the number of its employees and/or dollar volume of its business.

2. WOMEN-OWNED Yes No
DEFINITION: Your business must be at least 51% owned by a woman or women who exercise the power to make policy decisions and who are actively involved in the day-to-day management of the business.

3. MINORITY-OWNED Yes No
DEFINITION: Your business must be at least 51% owned by one or more minority U.S. citizens. In the case of any publicly owned business, at least 52% of the stock must be owned by one or more of such individuals; and its management and daily operations must be controlled by one or more such individuals.

If YES, mark the percentage (%) owned by U.S. Citizens of the following group(s):
% ASIAN/PACIFIC AMERICAN % BLACK AMERICAN % NATIVE AMERICAN
(Asian, Asian- Indian, Polynesian, & Filipino) (American Indian, Eskimo, Aleut & Native American)
% HISPANIC AMERICAN % OTHER: Specify
Designated pursuant to Section 8 (A) of the Small Business Act

ARE YOUR EMPLOYEES UNION REPRESENTED? YES NO
NAME OF UNION(S)
DATE(S) CONTRACTS EXPIRE

DECLARATION

By evidence of my signature below, I hereby certify that to the best of my knowledge and belief, that the information contained in this prequalification form is true, correct and complete. I further agree to inform Southern California Edison Company immediately of any changes to the information contained herein, particularly changes to ownership, controlling interest and key personnel.

BY
(Signature of authorized representative) Title Date

Attachment 3

**SOUTHERN CALIFORNIA EDISON COMPANY
BULK PURCHASE OF EVAPORATIVE COOLER**

COMPANY PROFILE/PROPOSAL

COMPANY NAME: _____

ADDRESS: _____

TELEPHONE: _____ FAX: _____

CONTACT NAME/TITLE: _____

DATE: _____

Please provide the following information. Attach additional sheets, if necessary. Your responses will be used for the purpose of evaluating your proposal to bulk purchase evaporative coolers.

1. Attach a specification sheet documenting the following for each evaporative cooler being quoted:

- Features
- Dimensions
- Coating type
- Warranty
- Capacities
- Underwriters Laboratories approval
- Any other information necessary, in the opinion of the bidder, to evaluate the product

Yes **No**

2. Does each evaporative coolers being quoted meet the specifications identified in Section 2.1 of this Request for Proposal?
3. Can the requirement for evaporative cooler warehousing specified in Section 2.1 of this Request for Proposal can be met?

Attachment 3

4. Can the shipping requirements specified in Section 2.1 of this Request for Proposal can be met?
5. Specify the earliest date that evaporative coolers would be available for shipment if bidder is successful. Date:
6. Will you provide SCE any evaporative cooler, specified in the bid, for technical evaluation?
7. Please provide your Dun & Bradstreet (D&B) company report, if available. If D&B is not available, please provide a payment history for all debts incurred in the last year and the most current financial data including a Balance Sheet and Income Statement.

Attachment 4

SOUTHERN CALIFORNIA EDISON COMPANY

BULK PURCHASE OF EVAPORATIVE COOLER

PRICE PROPOSAL

Please provide a unit price for each of the evaporative coolers you are submitting in your proposal. installation services listed below. **These prices will remain fixed for the duration of a Purchase Order unless changed through an approved Change Order.**

<u>Evaporative Cooler Model/Description</u>	<u>Unit Bid Price</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

COMPANY: _____

BY: _____

NAME (Please print) _____

TITLE: _____

DATE: _____

Attachment 5

INFORMATION CONCERNING SUBCONTRACTORS

Contractors may not subcontract any portion of this Program unless prior approval is obtained from an authorized SCE representative.

It is the policy of SCE to maximize the opportunity for women, minority and disabled veteran enterprises (WMDVBEs) to participate in its procurement of goods and services.

SCE uses its best efforts to increase procurement from MWDVBEs to achieve a combined annual goal of thirty percent or more by 1999. As a matter of policy, SCE does not use set asides, quotas or preferences to achieve its goals. WMDVBE status may not be taken into consideration in evaluating competitive bids or in making noncompetitive procurement awards.

SCE encourages prime contractors/subcontractors to utilize WMDVBEs as subcontractors. A contractor's or supplier's good faith efforts to subcontract with WMDVBEs is a factor that will be considered in SCE's bid evaluation process. While good faith efforts will be considered, a bidder's utilization of WMDVBE subcontractors/suppliers is not a factor that will be considered in the bid evaluation process.

Bidders shall bid in accordance with the provisions of the "Subcontracting Plan and Reporting Requirements," which by this reference, is incorporated and made a part of this request for proposal. Bidders may provide additional information demonstrating good faith efforts to subcontract with WMDVBEs.

SCE's Subcontracting Plan and Reporting Requirements are contained in Attachment "5." SCE requires its prime contractors to submit information on their respective subcontractors. The prime contractors are also responsible for reporting their expenditures with all subcontractors, including their WMDVBE subcontractors.

Attachment 6

SUBCONTRACTING PLAN AND REPORTING REQUIREMENTS

I. Bidder Subcontracting Plan Requirements

- A. While it is not a requirement to subcontract any portion of work contained in this Proposal Request, whether or not a bidder indicates the use of subcontractors or subsuppliers in its proposal, the Bidder's proposal **MUST INCLUDE** the following:
 1. A completed "SUBCONTRACTING AND REPORTING PLAN."
- B. When completing the "SUBCONTRACTING AND REPORTING PLAN," bidder shall assume 100% of the work will be awarded. Upon notification by EDISON of an award for less than 100% of the Proposal Request requirements, the selected bidder(s) shall submit within ten (10) days of such notification, an amended "SUBCONTRACTING AND REPORTING PLAN" reflecting the applicable reductions.
- C. EDISON's goals are to award thirty percent (30%) of its purchases to Women and Minority Business Enterprises and one point five percent (1.5%) of its purchases to Service-Disabled Veteran Business Enterprises (collectively WMDVBEs). A Supplier's good faith efforts to subcontract with WMDVBEs is a factor that will be considered in the bid evaluation process. The "SUBCONTRACTING AND REPORTING PLAN" will be used as a factor in evaluating a bidder's good faith efforts to subcontract with WMDVBEs. Other information provided with the bidder in its proposal will also be considered.
- D. Should those WMDVBEs identified in the bidder's proposal not be available at the commencement of work, EDISON expects the successful bidder to attempt to subcontract with WMDVBEs to the same extent as identified in its proposal.
- E. If the bidder is currently verified as a WMDVBE and has not submitted certification to Edison, the Bidder should provide a copy of the documentation that granted such status. The documentation shall clearly show the verifying agency and expiration date.
 1. Verification as a WMDVBE does not exempt bidder from Edison's consideration of its good faith efforts to subcontract with WMDVBEs.
 2. It is Edison's policy that the WMDVBE status of bidders may not be taken into consideration in the evaluation of bids.

II. Reporting Requirements

During the effective period of the purchase order, contractor shall provide, in a quarterly basis and again upon Edison's final acceptance of the work, an updated

Attachment 6

“SUBCONTRACTING AND REPORTING PLAN” reflecting the actual payments made to the subcontractors/subsuppliers. **Such reports shall be provided as requested in the purchase order.**

Attachment 6

SUBCONTRACTING AND REPORTING PLAN

Name of Contractor: _____ Report Date: _____
 Address: _____ Purchase Order No: _____
 _____ Contractors Job No: _____
 Telephone: _____ Percent Complete: _____

Preparer's Name: _____
 (Authorized Contractor/Supplier Name)

				ORIGINAL PROPOSED	ACTUAL
WORK DESCRIPTION	SUBCONTRACTING/SUBSUPPLIER NAME CONTACT PERSON & TELEPHONE NUMBER	TAX ID. NO.	WMDVBE CODE*	EXPENDITURES	PAYMENT
		TOTAL	AMOUNTS	\$	\$

* REFER TO INSTRUCTIONS ON BACK OF THIS FORM

Attachment 6

INSTRUCTIONS

- (1) Complete columns 1 through 5 and return this form with your bid response.
- (2) Quarterly and again upon completion of the work by Edison, complete column 6 and send a copy of this form to:

Subcontracting Administrator
Southern California Edison Company
P.O. Box 800 – Room 103
Rosemead, CA 91770

DEFINITIONS

- WMBE:** a woman-owned or minority-owned business enterprise; under these rules, the woman and/or minorities owning such an enterprise should be either U.S. citizens or legal aliens with permanent residence status in the United States.
- WBE:** Woman Business Enterprise: A business that is at least 51% owned by a woman; or, in the case of any publicly owned business, at least 51% of the stock of which is owned by one or more women, and whose management and daily business operations are controlled by one or more women.
- MBE:** Minority Business Enterprise: A business enterprise that is at least 51% owned by a minority individual or group, or in case of any publicly owned business, at least 51% of the stock of which is owned by one or more minority groups, and whose management and daily business operations are controlled by one or more of those individuals. The contracting utility shall presume that minority includes, but is not limited to Black Americans, Hispanic Americans, Native Americans, Asian Pacific Americans, and other groups.
- DVBE:** Disabled Veteran Business Enterprise: A business enterprise that is at least 51% owned by disabled veteran individual or group; or in case of any publicly owned business, at least 51% of the stock of which is owned by one or more disabled veterans, and whose management and daily business operations are controlled by one or more of those individuals.
- CONTROL:** Exercising the power to make policy decisions.
- OPERATE:** Being actively involved in the day-to-day management and not merely acting as officers or directors.

WMDVBE IDENTIFICATION CODES

- | | |
|-------------------------|------------------------------|
| 1 – Black American | 6 – Filipino American |
| 2 – Asian American | 7 – Polynesian American |
| 3 – Native American | 8 – Other |
| 4 – Hispanic American | 9 – Service Disabled Veteran |
| 5 – Non-Minority Female | |

- African Americans:** Persons having origin in any black racial groups of Africa.
- Asian Americans:** Persons having origin in Asia or the Indian subcontinent, including, but not limited to, persons Japan, China, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, India, Pakistan, and Bangladesh.
- Filipinos:** Persons having origin in the people of the Philippine Islands.
- Latinos:** All persons of Mexican, Puerto Rican, Cuban, South or Central American, Caribbean, and other Spanish culture or origin.
- Native Americans:** Persons having origin in any of the original people of North American or the Hawaiian Islands, in particular American Indians, Eskimos, Aleuts, and Native Hawaiians.
- DVBE:** A Veteran of the Military, Naval or Air Service of the United States with a Service-connected disability who is a resident of the State of California.