

## ATTACHMENT A - Required Bid Package Checklist

Complete Attachment A - Required Bid Package Checklist to assist in the preparation of your Bid Package. Your Bid Package must be submitted in the following order listed below:

### Bidder **MUST** submit on provided forms and/or forms included by reference

- Attachment 1 – Cost Proposal Schedule
- Attachment 2 – Proposer Certification
- Attachment 3 – Proposed Subcontractors List
- Attachment 4 – Byrd Anti-Lobbying Certification
- Attachment 5 – Personnel Questionnaire, Organization, and Resumes
- Attachment 6 – Business Entity Questionnaire
- Attachment 7 – Customer Reference Forms
- Attachment 8 – Darfur Contracting Act Certification (Included by reference)
- Attachment 9 – California Civil Rights Laws Attachment (Included by reference)
- Attachment 10 – Iran Contracting Act Verification Form (Included by reference)

### Additional Bid Requirements (Supplied by Bidder)

- Attachment 11 – Bidders Bond
- Attachment 12 – Notarized Bondability Statement
- Attachment 13 – Experience Modification Rate (EMR) documentation
- Attachment 14 – IIPP and/or Health and Safety Plan (HSP)
- Attachment 15 – Letter(s) of Interest

**Please note that if any of these items are missing from the Proposal Package, the package will be considered incomplete and will be disqualified from the process.**

**The following are Reference Documents and are not required at time of bid but must be adhered to by the successful Contractor during the Agreement period:**

ATTACHMENT B – Standard Agreement, including Special Provisions

EXHIBIT A – Scope of Work

EXHIBIT A.1 – Special Provisions

**END OF CHECKLIST**

**Attachment 2 – Proposer Certification**

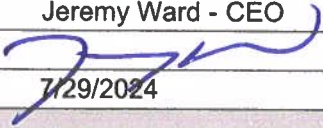
To: County of Siskiyou

From: SW Maintenance Corp. (Name of Firm)

The undersigned hereby proposes and agrees to furnish all labor, materials, and equipment and to perform all work required in the manner and time prescribed herein and in such addenda as may be issued prior to bid opening date and in accordance with prevailing wage rates ascertained by the Department of Industrial Relations and set forth on the DIR web site (<https://www.dir.ca.gov/Public-Works/Prevailing-Wage.html>).

**IMPORTANT – READ BEFORE SIGNING:** Bidder Certification must be executed in the same name style in which the bidder is licensed. Joint venture bidders must meet the requirements described in the solicitation package. If making a bid as a joint venture, each person submitting the bid shall provide the information required in Item 1 with respect to their licensure. The undersigned Bidder certifies and agrees to provide the information and comply with the requirements contained in Items 1 through 9 on the following pages. By signing, Bidder swears under penalty of perjury that the conditions of all Items below are true.

Legal Name of Bidder	SW Maintenance Corp.		
Federal I.D.#	20-2262543	CLSB#	859341
DIR#	PW-LR-1001089410	LTO#	
Address	3116 St. Hwy 97/PO Box 217 Weed CA 96094		
Contact Person	Jeremy Ward		
Email	Jeremy@swmaintenancecorp.com		
Phone	530.938.2969		

Authorized Representative #1	
Print Name and Title of Signer	Jeremy Ward - CEO
Signature	
Dated	7/29/2024
Authorized Representative #2	
Print Name and Title of Signer	
Signature	
Dated	

**NOTE:** The prime must have an LTO (whether an individual prime or a JV). If a JV, at least one JV member must also have an LTO (see Item 1, below)

**ITEM 1 – BIDDER’S BUSINESS IDENTIFICATION**

This Bid is submitted by (check one)

- Individual
- Partnership/Business Entity Number: \_\_\_\_\_
- Corporation/Place and Date of Incorporation: California 1/2005
- Joint Venture
- Sole Proprietor

**NOTE:** If Bidder is a corporation, the legal name and state of incorporation must be included above and the legal name of the corporation must be included on Page 1 of the Bidder Certification, together with the signature of the officer or officers authorized to sign contracts on behalf of the corporation; if Bidder is a Partnership, the true name of the firm shall be set for the on Page 1 of Bidder Certification, together with the signature of a partner authorized to sign the contract in behalf of the Partnership; and if Bidder is an individual, that person’s signature shall be placed on Page 1 of Bidder Certification. If the signature is by an agent, other than an officer of a corporation or a member of a partnership, a Power of Attorney must be on file with Siskiyou County prior to opening bids or submitted with the bid; otherwise, the bid will be regarded as irregular and unauthorized.

**If the bid is submitted by a partnership or joint venture, the members are:**

Members	SOS#	CSLB#	DIR#	LTO#

Include additional page(s) and attach if more space is needed.

\_\_\_\_\_ # of Additional Pages Attached

**ITEM 2 – ADDENDA**

In submitting this bid, Bidder represents that Bidder has examined copies of all the Contract Documents and acknowledges receipt of any Addenda as may have been issued prior to the Public Bid Open date.

Addendum No. <u>1</u>	Date <u>7/29/2024</u>	Addendum No. _____	Date _____
Addendum No. <u>2</u>	Date <u>7/29/2024</u>	Addendum No. _____	Date _____
Addendum No. <u>3</u>	Date <u>7/29/2024</u>	Addendum No. _____	Date _____

**ITEM 3 – COMPLIANCE WITH GOVERNMENT CODE SECTION 87100**

Government Code section 87100 provides: No public official at any level of state or local government will make, participate in making, or in any way attempt to use his official position to influence a governmental decision in which he knows or has reason to know they have a financial interest.

Contractors that provide recommendations and advice that may influence decisionmaking are required to comply with the disclosure requirements of the conflict-of-interest laws promulgated under the Political Reform Act.

The prospective contractors and subcontractors, if any, shall disclose any present or prior (within the last two years) financial, business, or other relationship with Siskiyou County. These disclosures will be made under penalty of perjury.

In addition to the disclosures required above, list current clients subject to any discretionary action by Siskiyou County, or who may have a financial interest in the policies and programs of Siskiyou County and describe any current or planned work activities the contractor is performing for such clients. These disclosures will be made under penalty of perjury. The Contractor and its subcontractors (if any) will be required to file statements of economic interests with Siskiyou County upon award of the Contract. Siskiyou County will keep copies of the statements of economic interest and forward the originals to the Fair Political Practices Commission.

**CURRENT CLIENTS MEETING ABOVE CRITERIA (Identify as “NA” if no conflict exists)**

Client Name	Contract	Address	Phone
N/A			

### Attachment 3 – Proposed Subcontractors List

Provide the required information below for all first-tier subcontractors who will perform work or labor or render service in the completion of the Work as described herein in an amount in excess of one half of one percent (1/2 of 1%) of total bid, and the kind of work which each will perform. All required licenses and registrations must be current and active at the time of bid.

(Note: In case more than one subcontractor is named for the same kind of work, state the portion that each will perform.)

<b>Name/Contact</b>	Skinner's Roadside Truck Repair	
<b>Telephone</b>	530.926.4300	<input type="checkbox"/> LTO copy attached (if applicable)
<b>Email Address</b>		
<b>Work to be Performed</b>	DOT Inspection	% of work
<b>DIR Registration #</b>		
	Subcontractor is for Hazard Tree Removal Function <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	

<b>Name/Contact</b>	Advanced Smart Solutions	
<b>Telephone</b>	916.286-5048	<input type="checkbox"/> LTO copy attached (if applicable)
<b>Email Address</b>	denisse@advsmartsolutions.com	
<b>Work to be Performed</b>	Asbestos Abatement	% of work
<b>DIR Registration #</b>		
	Subcontractor is for Hazard Tree Removal Function <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	

<b>Name/Contact</b>		
<b>Telephone</b>		
<b>Email Address</b>		
<b>Work to be Performed</b>		% of work
<b>DIR Registration #</b>		
	Subcontractor is for Hazard Tree Removal Function <input type="checkbox"/> YES <input type="checkbox"/> NO	

**Required Document #3: Proposed Subcontractors List**

<b>Name/Contact</b>		<input type="checkbox"/> LTO copy attached (if applicable)
<b>Telephone</b>		
<b>Email Address</b>		
<b>Work to be Performed</b>		% of work
<b>DIR Registration #</b>		
<b>Subcontractor is for Hazard Tree Removal Function</b>		<input type="checkbox"/> YES <input type="checkbox"/> NO

<b>Name/Contact</b>		<input type="checkbox"/> LTO copy attached (if applicable)
<b>Telephone</b>		
<b>Email Address</b>		
<b>Work to be Performed</b>		% of work
<b>DIR Registration #</b>		
<b>Subcontractor is for Hazard Tree Removal Function</b>		<input type="checkbox"/> YES <input type="checkbox"/> NO

<b>Name/Contact</b>		<input type="checkbox"/> LTO copy attached (if applicable)
<b>Telephone</b>		
<b>Email Address</b>		
<b>Work to be Performed</b>		% of work
<b>DIR Registration #</b>		
<b>Subcontractor is for Hazard Tree Removal Function</b>		<input type="checkbox"/> YES <input type="checkbox"/> NO

<b>Name/Contact</b>		<input type="checkbox"/> LTO copy attached (if applicable)
<b>Telephone</b>		
<b>Email Address</b>		
<b>Work to be Performed</b>		% of work
<b>DIR Registration #</b>		
<b>Subcontractor is for Hazard Tree Removal Function</b>		<input type="checkbox"/> YES <input type="checkbox"/> NO

## **Attachment 4 – Byrd Anti-Lobbying Certification**

Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not been used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. section 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the awarding agency.

### **Appendix A: 44 C.F.R. Part 18 – Certification Regarding Lobbying**

#### **Certification for Contracts, Grants, Loans, and Cooperative Agreements**

The undersigned Contractor certifies, to the best of his or her knowledge, that no federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds (including profit or fee received under a covered Federal transaction) have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form, “Disclosure of Lobbying Activities”, in accordance with the instructions.

The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when this transaction was made or entered into. Submission of this certification and disclosure is a prerequisite for making or entering into this contract imposed by 31, U.S.C. section 1352 (as amended by the Lobbying Disclosure Act of 1995). Any who fails to file the



**Required Document #4: Byrd Anti-Lobbying Certification**

required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor SW Maintenance Corp. certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. section 3801 et seq., apply to this certification and disclosure, if any.

  
\_\_\_\_\_  
Signature of Contractor's Authorized Official

7/29/2024  
\_\_\_\_\_  
Date

Jeremy Ward - CEO  
\_\_\_\_\_  
Name and Title of Contractor's Authorized Official

**Attachment 5 – Personnel Questionnaire, Organization, and Resumes**

The Bidder must complete the information below and **MUST** attach the following documentation in support of Attachment 5.

- Organizational Chart indicating listed personnel (below)
- Resume of each of the personnel listed below
- Current HAZWOPER and/or Refresher Certification for Operation Superintendent(s) and Health and Safety Officer(s). If certifications are not available, the Bidder must obtain such certifications within two (2) weeks of the Notice of Award. No work shall commence until all required certifications are obtained.

**The Bidder must have, at a minimum, the personnel classifications in the below categories. Joint Ventures, as a whole, must collectively meet the required personnel requirement.**

\*If desired, bidders may list more positions via attachment; however, additional positions must be included and consistent with the organization chart attached hereto. A resume for each additional personnel must be attached. The same individual may hold different positions, provided that the person has all of the necessary licenses and certifications.

<b>Required Personnel</b>	<b>NAME</b>	<b>HAZ Attached</b>	<b>Resume Attached</b>	<b>Listed on Org Chart</b>
Program Manager	Jeremy Ward	NA	X	
Finance Chief	Trish Ross	NA	X	
Operation Superintendent	Tony Melendez		X	
Health and Safety Officer	Mark Keys		X	

\_\_\_\_\_Additional Personnel (with Resumes) have been included via attachment. Personnel are indicated on the Organizational Chart.

**Required Document #5: Personnel Questionnaire, Organization, and Resumes**

**Bidder shall indicate “yes” or “no” for each of the below required personnel:**

**PROGRAM MANAGER**

Minimum five (5) years’ experience managing, supervising, or overseeing one or more of the following: construction operations, demolition operations, debris removal operations, hazardous waste management teams, or fixed works operations.

YES       NO

Minimum five (5) years’ experience managing, supervising, or overseeing one or more of the following: construction operations, demolition operations, debris removal operations, hazardous waste management teams, or fixed works operations.

YES       NO

Bachelor’s degree (equivalent or higher) from an accredited institution in a discipline such as construction management, project management, waste management, silviculture, forestry, arboriculture, or disaster management, or four (4) years of work experience in one or more of these discipline areas of work.

YES       NO

Attached resume demonstrates Program Manager's requirements.

YES       NO

**FINANCE CHIEF**

Minimum five (5) years’ experience providing office administrative support in the following areas: finance, report preparation, staff communication, preparing invoices, and maintaining financial records.

YES       NO

If “NO” immediately above, then four (4) year college degree (equivalent or higher) from an accredited institution in accounting, finance, business, civil engineering, construction management, or related disciplines. If “Yes” immediately above, then check “Not Applicable.”

YES       NO

Attached resume demonstrates Finance Chief’s requirements

YES       NO

**Required Document #5: Personnel Questionnaire, Organization, and Resumes**

**OPERATION SUPERINTENDENT**

Minimum five (5) years' experience as a field supervisor responsible for oversight of multiple laborers, operators, crafters, or tree cutters

YES       NO

Associates Degree (equivalent or higher) or equivalent experience year-for-year form in a related discipline such as construction management, project management, waste management, silviculture, forestry, arboriculture, or disaster management.

YES       NO

Attached resume demonstrates Operation Superintendent 1's requirements

YES       NO

**HEALTH AND SAFETY OFFICER**

Minimum five (5) years' experience as a safety officer on construction, silviculture, forestry, debris removal, or disaster management operations.

YES       NO

Associate degree (equivalent or higher) in a discipline such as industrial or occupational health, timber harvest, disaster management, or related fields.

YES       NO

Attached resume demonstrates Health and Safety Officer 1's requirements

YES       NO

## Attachment 6 – Business Entity Questionnaire

The following questionnaire summarizes the Contractor's (or the Joint Venture's) experience providing the types of services required in this RFP and or similar applicable environmental cleanup operations. Check one box after each question as it applies.

Proposer must have, at a minimum, qualified contract experience as described in the following:

1. Is the Prime Contractor, including each Member of a Joint Venture, currently registered with the Department of Industrial Relations (Labor Code sections 1725.5 1771.1)?  
 YES       NO       NA
2. Is the Joint Venture currently registered with the Department of Industrial Relations (Labor Code sections 1725.5 1771.1)?  
 YES       NO       NA
3. Are all subcontractors representing any portion of the work in excess of one-half of one percent ( $\frac{1}{2}$  of 1%) of the prime contractor's total bid registered with the Department of Industrial Relations?  
 YES       NO       NA
4. Does the proposal package include (as additional bid submittal item) proof that the Bidder (except a newly formed Joint Venture without EMR history) meets the minimum Proposal OSHA Lost Time Injury / Illness incidents, Cal OSHA reportable injury/illness incidence, and worker's compensation insurance experience modification rate (EMR) of 1.0 or less?  
 YES       NO       NA
5. If Proposer is a newly formed Joint Venture without EMR history, does the proposal package include (as additional proposal submittal item) proof that all Joint Venture members meet the minimum Cal OSHA Lost Time Injury / Illness incidents, Cal OSHA reportable injury/illness incidence, and worker's compensation insurance experience modification rate (EMR) of 1.0 or less?  
 YES       NO       NA

**Required Document #6: Business Entity Questionnaire**

6. Within the past five (5) years, has the Proposer, or any of its officers, owners, partners, supervisors, or managers, been a party in any civil litigation or administrative proceeding alleging violation of any of the following: contract antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving misrepresentation, fraud, theft, or any other act of dishonesty?

YES       NO       NA

7. Within the past five (5) years, has the Proposer, or any of its officers, owners, partners, supervisors, or managers, been debarred, suspended, disqualified, denied a classification rating or pre-qualification, or otherwise been declared not responsible to or prevented from bidding or performing work on any public works contract or subcontract in the last five years?

YES       NO       NA

8. Within the past five (5) years, has the Proposer been assessed and paid liquidated damages after completion of a project under a construction contract with either a public or private owner?

YES       NO       NA

9. Within the past five (5) years, has any surety company made any payments on the Proposer behalf as a result of default to satisfy any claims made against a performance or payment bond issued on your firm's behalf in connection with a Debris Removal or Hazardous Tree Removal project, either public or private?

YES       NO       NA

10. Within the past five (5) years, has the California EPA or any Air Quality Management District or the State Water Resources Control Board or any Regional Water Quality Control Board cited and assessed penalties against either your firm or the owner of a project on which the Proposer was the contractor?

YES       NO       NA

11. If "yes" to any of the questions #6-10, has the bidder provided additional page(s) containing explanations, details, and supporting documents (if applicable)?

YES       NO       NA

SW Maintenance Corp was cited by DTSC for exceeding 10 day hold on storing Haz Waste for transport.



3116 Hwy 97  
Weed, CA 96094  
530-938-9633 fax

## Company Resume

7-29-24

SW Maintenance Corp is the largest Petroleum related construction companies in Northern CA. We specialize in complete fueling system installations from tank installations to pipeline installations. We have constructed fuel systems with aboveground storage tanks and underground storage tanks. We are licensed and trained in every aspect of the fueling equipment installation business. We maintain a fleet of 10 semi trucks ranging from dump trucks to semi end dumps. We have been involved with fire debris removal projects on several fire clean ups over the last 8 years. We had haul trucks on the Mill and the Mckinney cleanups, The camp fire, The Bowles fire, we have also been on fire clean ups in Santa Rosa and Middletown. On our staff we have 8 employees who have there Haz woper training. SW is also a licensed Haz waste hauler in CA.

Jeremy Ward CEO  
Owner and Project Manger for 19 years  
Hazwoper trained since 1998  
Petroleum related construction

Trish Ross Office Manager and Finance unit chief.  
8 Years with SW

Manages project finances works with accounts receivable and accounts payable for all construction projects. Does all accounting and billing for individual projects.

Tony Melendez  
Project superintendent  
25 years experience in petroleum construction and Haz waste clean up.  
Contract fire equipment manager.  
Heavy equipment operator.  
Hazwoper training since 2003

**Mark Keys Construction superintendent and Safety Manger.  
40 Years experience in Construction project management.  
16 Years with SW  
Hazwoper Training since 2008.**

**Dan Deegan  
15 Years as Trucking manager SW  
Managed haul trucks and been on fire clean up operations for 10 years.**



**CUSTOMER REFERENCE FORM #1**

PROPOSER'S COMPANY NAME: SW Maintenance Corp

**PART 1: PROPOSER TO COMPLETE PART 1.**

Company Name	<u>Glencore</u>
Location	<u>Happy Camp Grey Eagle Site</u>
Contact Person	<u>Gary Ogden</u>
Contract Amount	<u>\$419,714.00</u>
Date of Completion	<u>August 2023</u>
Telephone	<u>506.651.6835.</u>
Email	<u>Gary.Ogden@glencore.ca</u>

1. What type of project (or similar) was performed by Proposer?

- Structural Debris Removal, Post-Disaster Structural Debris Removal, or Environmental Remediation/Clean-Up as a Prime Contractor.
- Structural Debris Removal, Post-Disaster Structural Debris Removal, or Environmental Remediation/Clean-Up as a Subcontractor.
- Removal and disposal of dead or dying trees, fire damaged trees, or hazard trees for either a public agency within public rights of way (ROW) or a utility company as a Prime Contractor.
- Removal and disposal of dead or dying trees, fire damaged trees, or hazard trees for either a public agency within public rights of way (ROW) or a utility company as Subcontractor.

2. How did the work performed meet the category indicated above? Please describe:

Fire debris clean up. Slater fire in Happy Camp.

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3. Start Date: 6-2023

4. Length of Services:

- 1-2 months  3-4 months  5-6 months  
 More than 6 months

**PART 2: CUSTOMER COMPLETES PART 2.**

Customers provide their references via responses to the below questions. Siskiyou County will contact references to verify information provided in Part 1 and Part 2.

1. Was the Proposer Company (named above) the Prime Contractor (named on Contract) or a Subcontractor (named in the Contract) that provided these services?  
 Prime Contractor  Subcontractor  Member of a Prime Contractor JV
  
2. Was the Proposer's team/personnel able to lead, coordinate, and perform structural debris removal operations with consistent maintenance and production of accurate financials, documentation, and reports?  
Check one box:  Yes  No
  
3. Did Proposer's initial mobilization actions meet the needs of the project?  
Check one box:  Yes  No
  
4. Was Proposer's quality of work and willingness to ensure the successful completion of the project satisfactory?  
Check one box:  Yes  No
  
5. Was Proposer's ability to cooperate and communicate during to term of the project satisfactory?  
Check one box:  Yes  No
  
6. Was Proposer's flexibility to address and successfully meet new and/or unexpected issues or expanded operational demands satisfactory?  
Check one box:  Yes  No

7. Were you satisfied with Proposer's overall performance? Check one box:

Check one box:  Yes  No

8. Additional comments to add to support the above:

Proposer was contacted in September 2022 to do repair work at the Hwy 101/102 I-5 on-ramp side. The scope of work involved repairs to damaged infrastructure resulting from the 2017-2018 state fire in September 2018.

The work specifically involved site clean-up activities, such as removal of potentially contaminated soils, damaged piping, buildings, materials & the installation of new foundation piling systems. The work was completed during the fall of 2022.

Glenn is a contractor pleased with the work performed by the contractor. The project was completed below the Engineering Consultant's estimate and in less time than scheduled. Several issues were encountered with respect to material delivery & how certain construction activities should be carried out. In all cases, the contractor came up with solutions so that the project's schedule & budget would not be adversely affected.

In summary, the contractor performed the ~~work~~ work well in your opinion & did so to a high degree of satisfaction from a client's perspective. Glenn will continue to put the contractor to work for future work.  
Page 65  
Jerry Ogden, P.Eng.  
Project Manager, July 24/24

**CUSTOMER REFERENCE FORM #2**

PROPOSER'S COMPANY NAME: SW Maintenance Corp.

**PART 1: PROPOSER TO COMPLETE PART 1.**

Company Name	<u>Weed Elementary School</u>
Location	<u>575 White Ave. Weed CA 96094</u>
Contact Person	<u>Jon Ray</u>
Contract Amount	<u>\$1,850,000.00</u>
Date of Completion	<u>June 2024</u>
Telephone	<u>530.938.2715</u>
Email	<u></u>

5. What type of project (or similar) was performed by Proposer?

- Structural Debris Removal, Post-Disaster Structural Debris Removal, or Environmental Remediation/Clean-Up as a Prime Contractor.
- Structural Debris Removal, Post-Disaster Structural Debris Removal, or Environmental Remediation/Clean-Up as a Subcontractor.
- Removal and disposal of dead or dying trees, fire damaged trees, or hazard trees for either a public agency within public rights of way (ROW) or a utility company as a Prime Contractor.
- Removal and disposal of dead or dying trees, fire damaged trees, or hazard trees for either a public agency within public rights of way (ROW) or a utility company as a Subcontractor.

6. How did the work performed meet the category indicated above? Please describe:

Haz waste soil removed, haz wastewater removal from school construction project. Removed  
20,000 cu. yards impacted soil and removed over 100,000 gallons impacted ground water.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7. Start Date: 4-2023

8. Length of Services:

- 1-2 months  3-4 months  5-6 months  
 More than 6 months

**PART 2: CUSTOMER COMPLETES PART 2.**

Customers provide their references via responses to the below questions. Siskiyou County will contact references to verify information provided in Part 1 and Part 2.

9. Was the Proposer Company (named above) the Prime Contractor (named on Contract) or a Subcontractor (named in the Contract) that provided these services?

- Prime Contractor  Subcontractor  Member of a Prime Contractor JV

10. Was the Proposer's team/personnel able to lead, coordinate, and perform structural debris removal operations with consistent maintenance and production of accurate financials, documentation, and reports?

Check one box:  Yes  No

11. Did Proposer's initial mobilization actions meet the needs of the project?

Check one box:  Yes  No

12. Was Proposer's quality of work and willingness to ensure the successful completion of the project satisfactory?

Check one box:  Yes  No

13. Was Proposer's ability to cooperate and communicate during to term of the project satisfactory?

Check one box:  Yes  No

14. Was Proposer's flexibility to address and successfully meet new and/or unexpected issues or expanded operational demands satisfactory?

Check one box:  Yes  No

15. Were you satisfied with Proposer's overall performance? Check one box:

Check one box:  Yes     No

16. Additional comments to add to support the above:

SW Maintenance reacted to this contamination very quickly. Crews worked 24 hours a day, 7  
days a week to process ground water and get problem solved promptly. School was evacuated  
due to odor coming from contamination source. SW worked with consultants and school district  
to excavate material and deal with ground water and seal off the odor so kids could return to  
school.

Additional blank lines for providing comments.

**DARFUR CONTRACTING ACT CERTIFICATION**

DGS PD 1 (Rev. 12/19)


Public Contract Code Sections 10475 -10481 applies to any company that currently or within the previous three years has had business activities or other operations outside of the United States. For such a company to bid on or submit a proposal for a State of California contract, the company must certify that it is either a) not a scrutinized company; or b) a scrutinized company that has been granted permission by the Department of General Services to submit a proposal.

If your company has not, within the previous three years, had any business activities or other operations outside of the United States, you do **not** need to complete this form.

**OPTION #1 - CERTIFICATION**

If your company, within the previous three years, has had business activities or other operations outside of the United States, in order to be eligible to submit a bid or proposal, please insert your company name and Federal ID Number and complete the certification below.

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that a) the prospective proposer/bidder named below is **not** a scrutinized company per Public Contract Code 10476; and b) I am duly authorized to legally bind the prospective proposer/bidder named below. This certification is made under the laws of the State of California.

<i>Company/Vendor Name (Printed)</i> SW Maintenance Corp	<i>Federal ID Number</i> 20-2262543
<i>By (Authorized Signature)</i> 	<i>Date</i> 7/29/20
<i>Printed Name and Title of Person Signing</i> Jeremy Ward - CEO	

**OPTION #2 – WRITTEN PERMISSION FROM DGS**

Pursuant to Public Contract Code Section 10477(b), the Director of the Department of General Services may permit a scrutinized company, on a case-by-case basis, to bid on or submit a proposal for a contract with a state agency for goods or services, if it is in the best interests of the state. If you are a scrutinized company that has obtained written permission from the DGS to submit a bid or proposal, complete the information below.

We are a scrutinized company as defined in Public Contract Code section 10476, but we have received written permission from the Department of General Services to submit a bid or proposal pursuant to Public Contract Code section 10477(b). A copy of the written permission from DGS is included with our bid or proposal.

<i>Company/Vendor Name (Printed)</i>	<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>	<i>Date</i>
<i>Printed Name and Title of Person Signing</i>	

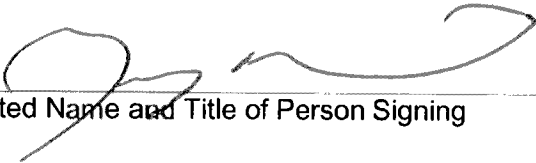


Pursuant to Public Contract Code section 2010, a person that submits a bid or proposal to, or otherwise proposes to enter into or renew a contract with, a state agency with respect to any contract in the amount of \$100,000 or above shall certify, under penalty of perjury, at the time the bid or proposal is submitted or the contract is renewed, all of the following:

1. **CALIFORNIA CIVIL RIGHTS LAWS:** For contracts executed or renewed after January 1, 2017, the contractor certifies compliance with the Unruh Civil Rights Act (Section 51 of the Civil Code) and the Fair Employment and Housing Act (Section 12960 of the Government Code); and
2. **EMPLOYER DISCRIMINATORY POLICIES:** For contracts executed or renewed after January 1, 2017, if a Contractor has an internal policy against a sovereign nation or peoples recognized by the United States government, the Contractor certifies that such policies are not used in violation of the Unruh Civil Rights Act (Section 51 of the Civil Code) or the Fair Employment and Housing Act (Section 12960 of the Government Code).

**CERTIFICATION**

I, the official named below, certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Proposer/Bidder Firm Name (Printed)	Federal ID Number
SW Maintenance Corp	20-2262543
By (Authorized Signature)	
	
Printed Name and Title of Person Signing	
Jeremy Ward CEO	
Executed in the County of	Executed in the State of
Siskiyou	CA
Date Executed	

07/29/2024

**(Public Contract Code sections 2202-2208)**

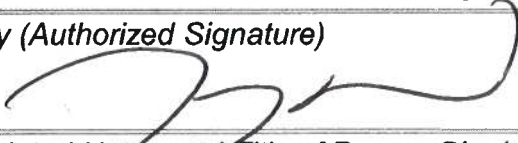
Prior to bidding on, submitting a proposal or executing a contract or renewal for a State of California contract for goods or services of \$1,000,000 or more, a vendor must either: a) certify it is **not** on the current list of persons engaged in investment activities in Iran created by the California Department of General Services ("DGS") pursuant to Public Contract Code section 2203(b) and is not a financial institution extending twenty million dollars (\$20,000,000) or more in credit to another person, for 45 days or more, if that other person will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS; or b) demonstrate it has been exempted from the certification requirement for that solicitation or contract pursuant to Public Contract Code section 2203(c) or (d). The DGS list of entities prohibited from contracting with public entities in California per the Iranian Contracting Act, 2010, can be found at:

Department of General Services Procurement Division Iran Contracting Act List  
(<http://www.documents.dgs.ca.gov/PD/poliproc/Iran%20Contracting%20Act%20List.pdf>)

To comply with this requirement, please insert your vendor or financial institution name and Federal ID Number (if available) and complete **one** of the options below. Please note: California law establishes penalties for providing false certifications, including civil penalties equal to the greater of \$250,000 or twice the amount of the contract for which the false certification was made; contract termination; and three-year ineligibility to bid on contracts. (Public Contract Code section 2205.)

**OPTION #1 - CERTIFICATION**

I, the official named below, certify I am duly authorized to execute this certification on behalf of the vendor/financial institution identified below, and the vendor/financial institution identified below is **not** on the current list of persons engaged in investment activities in Iran created by DGS and is not a financial institution extending twenty million dollars (\$20,000,000) or more in credit to another person/vendor, for 45 days or more, if that other person/vendor will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS.

<i>Vendor Name/Financial Institution (Printed)</i> <b>SW Maintenance Corp</b>	<i>Federal ID Number (or n/a)</i> 20-2262543
<i>By (Authorized Signature)</i> 	<i>Date</i> 07/29/2024
<i>Printed Name and Title of Person Signing</i> <b>Jeremy Ward - CEO</b>	

**OPTION #2 – EXEMPTION**

Pursuant to Public Contract Code sections 2203(c) and (d), a public entity may permit a vendor/financial institution engaged in investment activities in Iran, on a case-by-case basis, to be eligible for, or to bid on, submit a proposal for, or enters into or renews, a contract for goods and services.

If you have obtained an exemption from the certification requirement under the Iran Contracting Act, please fill out the information below, and attach documentation demonstrating the exemption approval.

<i>Vendor Name/Financial Institution (Printed)</i>	<i>Federal ID Number (or n/a)</i>
<i>By (Authorized Signature)</i>	<i>Date</i>
<i>Printed Name and Title of Person Signing</i>	

# Risk Summary Report

**Bureau Number: 7-88-61-96**

**Date Created: July 29, 2024**



**Risk's Primary Name and Mailing Address:**

SW Maintenance Corp.  
 P.O. Box 217  
 Weed, CA 96094

**Experience Modification(s) -- last 10 years:**

Rating Year	X-Mod	X-Mod Status	Rerate
2025		Missing Experience	0
2024	70	Published	0
2023	107	Published	0
2022	111	Published	0
2021	151	Published	0
2020	113	Published	0
2019	116	Published	0
2018	88	Published	0
2017	94	Published	1
2016	116	Published	0

**Classification developing the most payroll during current Experience Period**

Class Code	Inspected	Description
5191	Yes	Office Machine/POS Equip Install/Repair

**WCIRB Assigned Classification(s):**

Class Code	Suffix	Inspected	Description
3724	01	Yes	Millwright Work
5128	00	Yes	Instrument Install/Repair
5140	00	Yes	Electrical Wiring-high wage
5183	01	Yes	Plumbing-low wage
5187	01	Yes	Plumbing-high wage
5190	00	Yes	Electrical Wiring-low wage
5191	00	Yes	Office Machine/POS Equip Install/Repair
5201	01	Yes	Concrete/Cement Work-sidewalks-low wage
5201	02	Yes	Concrete/Cement Work-low wage
5205	01	Yes	Concrete/Cement Work-sidewalks-high wage
5205	02	Yes	Concrete/Cement Work-high wage
6218	01	Yes	Excavation-low wage
6220	01	Yes	Excavation-high wage
7219	01	Yes	Trucking Firms
8227	00	Yes	Construction/Erection Permanent Yards
8232	02	Yes	Building Material Dealers
8720	01	Yes	Inspection for Insurance/Safety/Value
8742	00	Yes	Salespersons-Outside
8810	00	Yes	Clerical Office Employees
8871	00	Yes	Clerical Telecommuter Employees

**Additional Names on current policies**

SW Maintenance Corp.

**Risk Summary Report**  
**Bureau Number: 7-88-61-96**  
**Date Created: July 29, 2024**

Revised: 1/2024

# HEAT ILLNESS PREVENTION POLICIES AND PROCEDURES

## PROVISION OF WATER

- Coolers of bottled water and ice will be brought to each job site at the beginning of the work day and filled to provide each employee with at least two quarts of water. All workers, whether working as a crew or individually, will have access to drinking water.
- Bags of disposable cups will be made available to workers in work trucks and will be kept clean by the crew until used. Cups are to be marked to identify the user with the pen provided and the pen put back. Gatorade containers are also to be marked to identify the user and may also be refilled with water from the water cooler spigot. Extra care should be made to **never** touch the spigot with any contaminated surface. Disposal of cups and containers is the responsibility of **each employee**.
- As part of the Effective Replenishment Procedures, the container's water level is to be checked hourly by a crew member appointed by the Foreman or Crew Chief at the beginning of the day, and more often as the temperature rises to adjust for need. Coolers will be refilled with cool water when the level drops below 50 percent. Additional 1 gallon bottles of water are to be kept in trucks to replace the water used. Ice will be added as water is replaced to keep water at a temperature cooler than the outside temperature and pleasant to drink.
- Water coolers and storage coolers filled with Gatorade and additional ice will be placed near company work vehicles in shaded areas.
- Water coolers are to be inspected twice weekly for cleanliness inside and out and replaced with clean replacement coolers.
- Though out the day, supervisors are to verbally remind the crew of the importance of drinking water. When the daily temperature is expected to reach or exceed 80 degrees, there will be a tailgate meeting each morning to stress the importance of drinking water, the number and schedule of water and rest breaks, and the signs and symptoms of heat illness.

## ACCESS TO SHADE

- Access to shade is to be provided at all times. Shade structures are to be used when the temperature equals or exceeds 80 degrees or if requested by an employee. Vehicles are not to be used as a shade structure unless the vehicle is air conditioned and the conditioner is on.

- Supervisors and crew members will have a clear understanding of acclimatization and how it is achieved and the company procedures to insure acclimatization for its employees.

## **EMERGENCY RESPONSE**

- Maps will be provided at the beginning of each workday to the supervisors and crew members with clear directions and names of streets and cross streets for each job site and for each truck driven. These are to be used if emergency response services are called.
- Efforts will be made to ensure that a First Aid / CPR trained employee is available at each job site.
- All supervisors will carry cell phones kept in working order at all times to ensure that emergency services can be called. These cell phones will be checked at the beginning of each work day to ensure working condition.
- When a crew member is showing signs of possible heat illness, the member will be observed by their "buddy" and kept cool and still until emergency services arrive.
- If a crew member experiences any sign of heat illness, they **must** report to a supervisor immediately.
- Both supervisors and employees will be trained in the emergency procedures stated above.

## **PROCEDURES FOR HANDLING A SICK (OR INJURED) EMPLOYEE**

- When a crew member shows signs of possible heat illness (or is injured), either a supervisor or First Aid trained employee will assess the condition of the crew member and determine whether emergency services should be called. If no supervisor or First Aid trained crew member is present, **emergency services will be called immediately.**
- Emergency services will be called immediately if a crew member shows **decreased level of consciousness, staggering, vomiting, disorientation, irrational behavior, incoherent speech, convulsions, red and hot face, does not look OK or get better after drinking cool water and resting in the shade.** While emergency services are in route, the worker will be placed in the shade and shirt, socks, and boots are to be removed and ice packs placed under the arms and in the groin while the crew member is fanned. Ice packs will be kept in coolers.
- Air ambulance **must** be called if the job site is 20 minutes or more away from a hospital and regular emergency services cannot arrive in a timely manner.

## **EMPLOYEE AND SUPERVISOR TRAINING (OVERVIEW OF POLICY AND PROCEDURES)**

- Supervisors will be trained prior to supervising crew members. This will include a clear understanding of these written procedures and the steps to be taken when signs of heat illness appear. This will include the appropriate First Aid or emergency response and that mild symptoms of heat illness may progress rapidly to severe and life threatening heat illness.
- Supervisors will have a clear understanding of their responsibility to provide water, shade, cool-down rests and access to first aid, and the right of the crew member to protect themselves from heat illness without retaliation.
- Supervisors will be trained on how weather is to be monitored weekly, daily, and on the job and how job schedules, cool-down, and rest breaks are to be modified to mitigate risk of heat illness.
- All crew members and supervisors will be trained prior to working outside and training will include all aspects outlined in this written Heat Illness Prevention Policies and Procedures guide.
- All crew members will be trained to prevent their own heat illness, to monitor their "buddy," to contact emergency services, to find and use maps and directions provided in the work trucks to direct those services, to make visual contact with responders at the nearest road or landmark to guide them to the job site.
- When the temperature is expected to reach or exceed 80 degrees, the morning tailgate will include:
  1. Weather report review by supervisors.
  2. Heat illness prevention reinforcement and to reminders to be on the lookout for signs and symptoms.
  3. Reminders to drink water and take breaks frequently, and to find or request shade.
- New employees will be assigned an experienced co-worker as a "buddy" to help them understand the policies and use of company procedures.



**The following persons have authority and are responsible for implementing and enforcing the Heat Illness Prevention Policies and Procedures for SW Maintenance Corporation.**

**Supervisors**

- 1. Jeremy Ward**
- 2. Ron Milligan**
- 3. Ricky Grissom**
- 4. Tony Melendez**
- 5. Mike Uribe**
- 6. Justin Joling**

**Owner**

- 1. Jeremy Ward**



[HUB International Insurance Services Inc.](http://hubinternational.com)

701 University Ave • Suite 100  
Sacramento, CA 95825  
(916) 974-7800 • Fax (916) 974-6120

[hubinternational.com](http://hubinternational.com)

July 25, 2024

To Whom It May Concern:

This letter is to confirm that SW Maintenance Corp. has an existing relationship with United Fire & Casualty Company rated A X by AM Best, for payment and performance surety matters. United Fire & Casualty Company has provided SW Maintenance Corp. with surety line consisting of up to \$1,500,000 for single projects and a \$3,000,000 aggregate limit. The issuance of any such bonds are subject to the full review of contract terms & conditions prior to bid deadline. I, Michael R. Snelling, am also the attorney-in-fact for United Fire & Casualty Company so please feel free to contact me if there are any additional questions. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael R. Snelling", written over a horizontal line.

Michael R. Snelling  
Attorney-in-Fact  
HUB International Insurance Services, Inc  
[Michael.snelling@hubinternational.com](mailto:Michael.snelling@hubinternational.com)  
916-480-4130





UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA  
 UNITED FIRE & INDEMNITY COMPANY, WEBSTER, TX  
 FINANCIAL PACIFIC INSURANCE COMPANY, LOS ANGELES, CA  
 CERTIFIED COPY OF POWER OF ATTORNEY  
 (original on file at Home Office of Company – See Certification)

Inquiries: Surety Department  
 118 Second Ave SE  
 Cedar Rapids, IA 52401

KNOW ALL PERSONS BY THESE PRESENTS, That United Fire & Casualty Company, a corporation duly organized and existing under the laws of the State of Iowa; United Fire & Indemnity Company, a corporation duly organized and existing under the laws of the State of Texas; and Financial Pacific Insurance Company, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint

RANDALL L. JORGENSEN, KASEY DOUGHERTY, KIRK A. WILLARD, MICHAEL R. SNELLING, DEBORAH WILLIAMS, EACH INDIVIDUALLY

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed \$40,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted shall expire the 27th day of April, 2025 unless sooner revoked by United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted by the Boards of Directors of United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

**"Article VI – Surety Bonds and Undertakings"**

Section 2, Appointment of Attorney-in-Fact. "The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 27th day of April, 2023

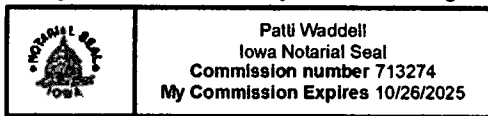
UNITED FIRE & CASUALTY COMPANY  
 UNITED FIRE & INDEMNITY COMPANY  
 FINANCIAL PACIFIC INSURANCE COMPANY

By: *Kyanna M. Saylor*  
 Vice President



State of Iowa, County of Linn, ss:

On 27th day of April, 2023, before me personally came Kyanna M. Saylor to me known, who being by me duly sworn, did depose and say; that she resides in Cedar Rapids, State of Iowa; that she is a Vice President of United Fire & Casualty Company, a Vice President of United Fire & Indemnity Company, and a Vice President of Financial Pacific Insurance Company the corporations described in and which executed the above instrument; that she knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that she signed her name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.



*Patti Waddell*  
 Notary Public  
 My commission expires: 10/26/2025

I, Mary A. Bertsch, Assistant Secretary of United Fire & Casualty Company and Assistant Secretary of United Fire & Indemnity Company, and Assistant Secretary of Financial Pacific Insurance Company, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations this 25 day of July, 2024.



By: *Mary A. Bertsch*  
 Assistant Secretary,  
 UF&C & UF&I & FPIC



CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

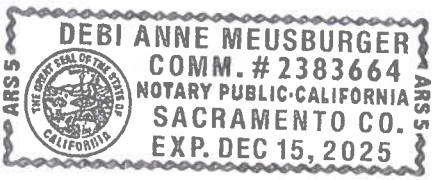
CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California }  
County of Sacramento

On \_\_\_\_\_ before me, Debi Anne Meusbarger, Notary Public  
Date Here Insert Name and Title of the Officer  
personally appeared Michael R. Snelling  
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_  
Signature of Notary Public

Place Notary Seal and/or Stamp Above

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: \_\_\_\_\_

Document Date: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

Signer(s) Other Than Named Above: \_\_\_\_\_

Capacity(ies) Claimed by Signer(s)

Signer's Name: \_\_\_\_\_

Corporate Officer – Title(s): \_\_\_\_\_

Partner –  Limited  General

Individual  Attorney in Fact

Trustee  Guardian of Conservator

Other: \_\_\_\_\_

Signer is Representing: \_\_\_\_\_

Signer's Name: \_\_\_\_\_

Corporate Officer – Title(s): \_\_\_\_\_

Partner –  Limited  General

Individual  Attorney in Fact

Trustee  Guardian of Conservator

Other: \_\_\_\_\_

Signer is Representing: \_\_\_\_\_