



FC 1688a (06-12-12)

REQUEST FOR PLANS & SPECS AND CONFIDENTIALITY STATEMENT

For Security-Sensitive Projects

- ▶ To request Plans and Specs, please complete this form. There is no charge for the plans and specs.
- ▶ Project information is available online at: <http://www.valleywater.org/Programs/Construction.aspx>
- ▶ Send this form to **Address, Email, or Fax** noted below.
- ▶ **A fax or email copy of this request must be immediately followed with original hard copy.**
- ▶ To **Pick Up in Person**, go to address noted below.

Email: scvwdplanroom@valleywater.org	Fax: (408) 979-5631	Pick Up in Person:
USPS Mailing Address:	FedEx, UPS, DHL, or Other Express Mailing:	Santa Clara Valley Water District (HQ Building)
Santa Clara Valley Water District	Santa Clara Valley Water District (Winfield Warehouse)	5700 Almaden Expressway
Attention: J. Takaki, Construction Program	5905 Winfield Boulevard	San Jose, CA 95118-3686
5750 Almaden Expressway	San Jose, CA 95123-2428	
San Jose, CA 95118-3686		

PROJECT NAME: Water Protection	PROJECT NO. (8-digit number): 94084005
--	--

DELIVERY

CHECK ONE BOX BELOW:

Pick Up in Person (address above) Send by FedEx Standard Overnight (*Must provide FedEx Account No.)

Send by FedEx Priority Overnight (*Must provide FedEx Account No.) Send by FedEx 2 Day (*Must provide FedEx Account No.)

*FEDEX ACCOUNT NO.: _____

CONFIDENTIALITY STATEMENT & REQUESTER INFORMATION

The undersigned, hereafter referred to as Requester, requests _____ copy(ies) of Project Bid Documents from Santa Clara Valley Water District (District). **Because portions of the documents are security-sensitive, District requires that the contract documents (plans, specifications, and any further addenda) of this project be kept confidential and not publicly disseminated. By signing below, Requester agrees on behalf of his or her firm to the following:**

- The copies are being requested for purposes of preparation of, or the decision to, submit a bid on this project.
- No copies shall be made nor distributed outside of the Requester's control.
- All copies of Bid Documents including any reproductions shall be returned to the District by August 31, 2012.
- Requester shall be held liable for any expenses incurred by the District as a consequence of the Requester's failure to return the copy(ies) and any reproductions made, including legal costs.

REQUESTER'S SIGNATURE

DATE

REQUESTER'S NAME:	PHONE NO.:
REQUESTER'S TITLE:	FAX NO.:
FIRM NAME:	CALIFORNIA CONTRACTOR LICENSE NO.:
FIRM STREET ADDRESS (The address where the specifications and plans are to be mailed—P.O. Box will NOT be acceptable):	
CITY:	STATE:
	ZIP:

CONTACT INFORMATION

CONTACT NAME:	PHONE NO.:
EMAIL ADDRESS(ES):	FAX NO.:

CHECK ONE BOX BELOW:

DGS Certified Small or Micro Business DGS No. _____ Not a DGS Certified Small Business

CHECK ONE OF THE FOLLOWING TO INDICATE HOW YOUR COMPANY INTENDS TO BID ON THIS PROJECT:

Prime Contractor Subcontractor Supplier

The District will make its best efforts to include the information provided above on a Project Plan Holders List which will appear on the District's website, and the accuracy of which the District does not warrant. The information that is provided on this form is considered public information.

DISTRICT USE ONLY

SPECIFICATION BOOK NO.:	PLANS NO.:	DATE ISSUED:	DATE RETURNED:
--------------------------------	-------------------	---------------------	-----------------------