

**EXAMPLE – Small Purchase**

3600-FM-WQ0376 Rev 1/2000

(CBP-7)

**CHESAPEAKE BAY FINANCIAL ASSISTANCE FUNDING PROGRAM  
BMP PRICE SOLICITATION SUMMARY AND SELECTION OF CONTRACTOR**

(For use when estimated cost does not exceed \$25,000)

**Section I**

(To be completed by District)

Landowner: **Elwood Botter**

Attached Plans: Dated **May, 2009**

Address: **211 Anywhere Lane**

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**Harrisburg, Pa 17101**

NRCS Specifications No: **412**

Telephone: **(555) 111-7777**

Project Description: **Waterway**

Project Location: **211 Anywhere Lane, Harrisburg Pa, 17101**

**Section II**

(To be completed by Landowner)

Contractor Name: **Carhan Excavating**

Bid Price: **\$6,000 / acre**

Street: **27 Sandpiper Lane**

Date and Time of Bid: **May 7, 2009**

City, State, Zip: **New Hill, Pa 17105**

Telephone: **(555) 787-8978**

Contractor Name: **Smith and Son Excavating**

Bid Price: **\$6,500 / acre**

Street: **622 south 34<sup>th</sup> Street**

Date and Time of Bid: **May 7, 2009**

City, State, Zip: **Hillstation, Pa 17104**

Telephone: **(555) 878-6532**

Contractor Name: **Kelly Excavating**

Bid Price: **\$ Did Not respond**

Street: **411 Market Street**

Date and Time of Bid: **Did Not respond**

City, State, Zip: **Mechanics, Pa 17103**

Telephone: **(555) 323-4158**

**NOTE:**

A minimum of three bids should be obtained. If less than three bids are available, list the names of three contractors contacted, and explain in the Comments section below. If the lowest bid is not accepted as the responsible low bid, or the selected bidder is not the responsible low bidder, explain below. Cost share payment will be based on the bid price obtained from the responsible low bidder.

**Landowner's Determinations**

Responsible Low Bidder: **Carhan Excavating**

Selected Bidder: **Smith and Son Excavating**

Comments: **Smith and Son Excavating was selected because they were the low bid on the diversion and it is most practicable to have the same excavator do both BMP's (diversion and waterway), since they are interconnected.**

Special Contract Provisions: (I do / do not) have special provisions to add to the CBP-8 (Attach any special provisions to this form).

Landowner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Section III**

(To be completed by District)

The Conservation District has reviewed the landowner's bid solicitation and contractor selection process, and the process is:

**Approved:** \_\_\_\_\_

**Rejected:** \_\_\_\_\_ Reason for rejection:

Signature: \_\_\_\_\_ Title: Chesapeake Bay Technician Date: \_\_\_\_\_