

**PART 1: APPLICANT INFORMATION**

Applicant Name: \_\_\_\_\_ Soil and Water Conservation District: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Applicant Email Address: \_\_\_\_\_ Applicant Telephone Number: \_\_\_\_\_

Specifications Prepared by: \_\_\_\_\_ Quotes Secured By (if applicable): \_\_\_\_\_

- Check here if the Bid Process is not required; stop here.
- Check here if the applicant will complete the work on his/her own. Bid solicitation is not required; stop here.
- Check here if the applicant will not complete the work on his/her own. Bid solicitation is required for each component with an estimate of \$50,000+ as indicated by the District.

**PART 2. VENDOR INFORMATION**

Information	Vendor #1	Vendor #2	Vendor #3	Vendor #4
Vendor Name				
Person Contacted and Title				
Phone Number and/or Email Address				
Mailing Address				
Date and Time that Bid was Obtained				

**PART 3. VENDOR ESTIMATES**

	Project Component(s) Requiring Bids (e.g. Pipeline, Watering System, Well)	Vendor #1	Vendor #2	Vendor #3	Vendor #4
1					
2					
3					
4					
5					
6					
7					
<b>Grand Total if Multiple Component Bids:</b>					
<b>Estimated Project Start Date:</b>					
<b>Estimated Project Completion Date:</b>					

**Selected Vendor:** \_\_\_\_\_

**Reasoning if Lowest Bid is not Selected:** \_\_\_\_\_

**Reasoning if the Minimum Three Bids are not Obtained:** \_\_\_\_\_

**Other Comments:** \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_

**Signature Date:** \_\_\_\_\_