THE STATE OF TEXAS

COUNTY OF HARRIS

BID # L24209

ORDINANCE # 2013-0250

CONTRACT # 4600011942

I. PARTIES

1.0 ADDRESS:

THIS AGREEMENT FOR MOVING & STORAGE OF HOUSEHOLD GOODS SERVICES ("Agreement") is made on the Countersignature Date between the **CITY OF HOUSTON, TEXAS** ("City"), a Texas Home-Rule City and **GRAEBEL HOUSTON MOVERS, INC.** ("Contractor or Vendor"), a corporation doing business in Texas.

The initial addresses of the parties, which one party may change by giving written notice to the other party, are as follows:

City

City Purchasing Agent for Director(s)
of Various Department(s)
City of Houston
P.O. Box 1562
Houston, Texas 77251

Contractor

Graebel Houston Movers, Inc.
10901 Tanner Road
Houston, Texas 77041
Phone: (713) 937-1115
Fax: (713) 849-0759

The Parties agree as follows:

2.0 TABLE OF CONTENTS:

2.1 This Agreement consists of the following sections:

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3.0 PARTS INCORPORATED:

3.1 The above described sections and exhibits are incorporated into this Agreement.

4.0 CONTROLLING PARTS:

4.1 If a conflict among the sections or exhibits arises the Exhibits control over the Sections.

5.0 DEFINITIONS:

5.1 Certain terms used in this Agreement are defined in Exhibit "A".

6.0 SIGNATURES:

6.1 The Parties have executed this Agreement in multiple copies, each of which is an original.

ATTEST/SEAL (if a corporation):

WITNESS (if not a corporation):

By: [signature]
Name: Roger J Habeck
Title: Director of Pricing

GRAEBEL HOUSTON MOVERS, INC.

By: [signature]
Name: WILLIAM BORGMAN
Title: Senior Vice President
Federal Tax ID Number: 74-1459448

ATTEST/SEAL:

[signature]
City Secretary

CITY OF HOUSTON, TEXAS
Signed by:

[signature]
Mayor Madeline D. Appel

APPROVED:

[signature]
City Purchasing Agent

COUNTERSIGNED BY:

[signature]
City Controller Lenard Polk

DATE COUNTERSIGNED:

3-28-13

This Contract has been reviewed as to form by the undersigned legal assistant and has been found to meet established Legal Department criteria. The Legal Department has not reviewed the content of these documents.

2-27-13
Date

[signature]
Legal Assistant

II. DUTIES OF CONTRACTOR

1.0 SCOPE OF SERVICES:

1.1 In consideration of the payments specified in this Agreement, Contractor shall provide all labor, material, equipment, transportation and supervision necessary to perform the services described in Exhibit "B","B1", "B2" & "B3".

2.0 INDEMNITY AND RELEASE:

2.1 RELEASE

PRIME CONTRACTOR/SUPPLIER AGREES TO AND SHALL RELEASE THE CITY, ITS AGENTS, EMPLOYEES, OFFICERS, AND LEGAL REPRESENTATIVES (COLLECTIVELY THE CITY) FROM ALL LIABILITY FOR INJURY, DEATH, DAMAGE, OR LOSS TO PERSONS OR PROPERTY SUSTAINED IN CONNECTION WITH OR INCIDENTAL TO PERFORMANCE UNDER THIS AGREEMENT, EVEN IF THE INJURY, DEATH, DAMAGE, OR LOSS IS CAUSED BY THE CITY'S SOLE OR CONCURRENT NEGLIGENCE AND/OR THE CITY'S STRICT PRODUCTS LIABILITY OR STRICT STATUTORY LIABILITY.

2.2 INDEMNIFICATION:

PRIME CONTRACTOR/SUPPLIER AGREES TO AND SHALL DEFEND, INDEMNIFY, AND HOLD THE CITY, ITS AGENTS, EMPLOYEES, OFFICERS, AND LEGAL REPRESENTATIVES (COLLECTIVELY "THE CITY") HARMLESS FOR ALL CLAIMS, CAUSES OF ACTION, LIABILITIES, FINES, AND EXPENSES (INCLUDING, WITHOUT LIMITATION, ATTORNEY'S FEES, COURT COSTS, AND ALL OTHER DEFENSE COSTS AND INTEREST) FOR INJURY, DEATH, DAMAGE, OR LOSS TO PERSONS OR PROPERTY SUSTAINED IN CONNECTION WITH OR INCIDENTAL TO PERFORMANCE UNDER THIS AGREEMENT INCLUDING, WITHOUT LIMITATION, THOSE CAUSED BY:

2.2.1 PRIME CONTRACTOR/SUPPLIERS AND/OR ITS AGENTS', EMPLOYEES', OFFICERS', DIRECTORS', CONTRACTORS', OR SUBCONTRACTORS' (COLLECTIVELY IN NUMBERED PARAGRAPHS 2.1-2.3, "PRIME CONTRACTOR/SUPPLIER") ACTUAL OR ALLEGED NEGLIGENCE OR INTENTIONAL ACTS OR OMISSIONS;

2.2.2 THE CITY'S AND PRIME CONTRACTOR/SUPPLIER'S ACTUAL OR ALLEGED CONCURRENT NEGLIGENCE, WHETHER PRIME CONTRACTOR/SUPPLIER IS IMMUNE FROM LIABILITY OR NOT; AND

2.2.3 THE CITY'S AND PRIME CONTRACTOR/SUPPLIER'S ACTUAL OR ALLEGED STRICT PRODUCTS LIABILITY OR STRICT STATUTORY LIABILITY, WHETHER PRIME CONTRACTOR/SUPPLIER IS IMMUNE FROM LIABILITY OR NOT.

2.2.4 PRIME CONTRACTOR/SUPPLIER SHALL DEFEND, INDEMNIFY, AND HOLD THE CITY HARMLESS DURING THE TERM OF THIS AGREEMENT AND FOR FOUR YEARS AFTER THE AGREEMENT TERMINATES. PRIME CONTRACTOR/SUPPLIER'S INDEMNIFICATION IS LIMITED TO $500,000.00 PER OCCURRENCE. PRIME CONTRACTOR/SUPPLIER SHALL NOT INDEMNIFY THE CITY FOR THE CITY'S SOLE NEGLIGENCE.

2.3 INDEMNIFICATION:

CONTRACTOR SHALL REQUIRE ALL OF ITS SUBCONTRACTORS (AND THEIR

SUBCONTRACTORS) TO RELEASE AND INDEMNIFY THE CITY TO THE SAME EXTENT AND IN SUBSTANTIALLY THE SAME FORM AS ITS RELEASE AND INDEMNITY TO THE CITY.

3.0 INDEMNIFICATION PROCEDURES:

3.1 Notice of Claims. If the City or Prime Contractor/Supplier receives notice of any claim or circumstances which could give rise to an indemnified loss, the receiving party shall give written notice to the other party within 10 days. The notice must include the following:

3.1.1 a description of the indemnification event in reasonable detail,

3.1.2 the basis on which indemnification may be due, and

3.1.3 the anticipated amount of the indemnified loss.

3.2 This notice does not stop or prevent the City from later asserting a different basis for indemnification or a different amount of indemnified loss than that indicated in the initial notice. If the City does not provide this notice within the 10 day period, it does not waive any right to indemnification except to the extent that Prime Contractor/Supplier is prejudiced, suffers loss, or incurs expense because of the delay.

3.3 Defense of Claims

3.3.1 Assumption of Defense. Prime Contractor/Supplier may assume the defense of the claim at its own expense with counsel chosen by it that is reasonably satisfactory to the City. Prime Contractor/Supplier shall then control the defense and any negotiations to settle the claim. Within 10 days after receiving written notice of the indemnification request, Prime Contractor/Supplier must advise the City as to whether or not it will defend the claim. If Prime Contractor/Supplier does not assume the defense, the City shall assume and control the defense, and all defense expenses constitute an indemnification loss.

3.3.2 Continued Participation. If Prime Contractor/Supplier elects to defend the claim, the City may retain separate counsel to participate in (but not control) the defense and to participate in (but not control) any settlement negotiations. Prime Contractor/Supplier may settle the claim without the consent or agreement of the City, unless it (i) would result in injunctive relief or other equitable remedies or otherwise require the City to comply with restrictions or limitations that adversely affect the City, (ii) would require the City to pay amounts that Prime Contractor/Supplier does not fund in full, (iii) would not result in the City's full and complete release from all liability to the plaintiffs or claimants who are parties to or otherwise bound by the settlement.

4.0 INSURANCE:

4.1 Contractor shall maintain in effect certain insurance coverage and shall furnish certificates of insurance, in duplicate form, before beginning its performance under this Agreement. All policies except Professional Liability and Workers' Compensation must name the City as an additional insured. The issuer of any policy (1) shall have a Certificate of Authority to transact insurance business in Texas or (2) shall be an eligible non-admitted insurer in the State of Texas and have a Best's rating of at least B+ and a Best's Financial Size Category of Class VI or better, according to the most current edition Best's Key Rating Guide. Contractor shall maintain the following insurance coverages in the following amounts:

4.1.1 Commercial General Liability insurance including Contractual Liability insurance:

$500,000 per occurrence; $1,000,000 aggregate

4.1.2 Workers' Compensation including Broad Form All States endorsement:
Statutory amount

4.1.3 Automobile Liability insurance
$1,000,000 combined single limit per occurrence
Defense costs are excluded from the face amount of the policy.
Aggregate Limits are per 12-month policy period unless otherwise indicated.

4.1.4 Employer's Liability
Bodily injury by accident $100,000 (each accident)
Bodily injury by disease $100,000 (policy limit)
Bodily injury by disease $100,000 (each employee)

4.2 All insurance policies must require by endorsement, that the insurance carrier waives any rights of subrogation against the City, Contractor shall give written notice to the Director if any of its insurance policies are cancelled, materially changed or non-renewed. Within the 30 day period, Contractor shall provide other suitable policies in lieu of those about to be canceled, materially changed, or non-renewed so as to maintain in effect the required coverage. If Contractor does not comply with this requirement, the Director, at his or sole discretion, may:

4.2.1 immediately suspend Contractor from any further performance under this Agreement and begin procedures to terminate for default, or

4.2.2 purchase the required insurance with City funds and deduct the cost of the premiums from amounts due to Contractor under this Agreement.

4.2.3 All certificates of insurance submitted by Contractor shall be accompanied by endorsements for additional insured coverage in favor of the City for Commercial General Liability and Automobile Liability policies; and waivers of subrogation in favor of the City for Commercial General Liability, Automobile Liability, and Worker's Compensation/Employers' Liability policies. For a list of pre-approved endorsement, forms see **http://purchasing.houstontx.gov/forms.shtml.** The Director will consider all other forms on a case-by-case basis.

5.0 WARRANTIES:

5.1 Contractor represents and warrants that it shall perform all work in a good and workmanlike manner, meeting the standards of quality prevailing in Harris County, Texas for work of this kind. Contractor shall perform all work using trained and skilled persons having substantial experience performing the work required under this Agreement.

5.2 With respect to any parts and goods furnished by it, Contractor warrants:
5.2.1 that all items are free of defects in title, material, and workmanship,

5.2.2 that each item meets or exceeds the manufacturer's specifications and requirements for the equipment, structure, or other improvement in which the item is installed,

5.2.3 that each replacement item is new in accordance with original equipment manufacturer's specifications, and of a quality at least as good as the quality of the item which it replaces (when the replaced item was new), and

5.2.4 that no item or its use infringes any patent, copyright, or proprietary right.

6.0 LICENSES AND PERMITS:

6.1 Contractor shall obtain and pay for all licenses, permits, and certificates required by any statute, ordinance, rule, or regulation.

7.0 COMPLIANCE WITH EQUAL OPPORTUNITY ORDINANCE:

7.1 Contractor shall comply with the City's Equal Employment Opportunity Ordinance as set out in Exhibit "C."

8.0 MWBE COMPLIANCE:

8.1 Contractor shall comply with the City's Minority and Women Business Enterprise ("MWBE") programs as set out in Chapter 15, Article V of the City of Houston Code of Ordinances. Contractor shall make good faith efforts to award subcontracts or supply agreements in at least 8% of the value of this Agreement to MWBEs. Contractor acknowledges that it has reviewed the requirements for good faith efforts on file with the City's Office of Business Opportunity ("OBO"), and will comply with them.

8.2 Contractor shall require written subcontracts with all MWBE subcontractors and shall submit all disputes with MWBEs to binding arbitration to be conducted in Houston, Texas if directed to do so by the OBO Director. MWBE subcontracts must contain the terms set out in Exhibit "D."

9.0 DRUG ABUSE DETECTION AND DETERRENCE:

9.1 It is the policy of the City to achieve a drug-free workforce and workplace. The manufacture, distribution, dispensation, possession, sale, or use of illegal drugs or alcohol by contractors while on City Premises is prohibited. Contractor shall comply with all the requirements and procedures set forth in the Mayor's Drug Abuse Detection and Deterrence Procedures for Contractors, Executive Order No. 1-31 ("Executive Order"), which is incorporated into this Agreement and is on file in the City Secretary's Office.

9.2 Before the City signs this Agreement, Contractor shall file with the Contract Compliance Officer for Drug Testing ("CCODT"):

9.2.1 a copy of its drug-free workplace policy,

9.2.2 the Drug Policy Compliance Agreement substantially in the form set forth in Exhibit "E," together with a written designation of all safety impact positions and,

9.2.3 if applicable (e.g. no safety impact positions), the Certification of No Safety Impact Positions, substantially in the form set forth in Exhibit "F."

9.3 If Contractor files a written designation of safety impact positions with its Drug Policy Compliance Agreement, it also shall file every 6 months during the performance of this Agreement or on completion of this Agreement if performance is less than 6 months, a Drug Policy Compliance Declaration in a form substantially similar to Exhibit "G." Contractor shall submit the Drug Policy Compliance Declaration to the CCODT within 30 days of the expiration of each 6-month period of performance and within 30 days of completion of this Agreement. The first 6-month period begins to run on the date the City issues its Notice to Proceed or if no Notice to Proceed is issued, on the first day Contractor begins work under this Agreement.

9.4 Contractor also shall file updated designations of safety impact positions with the CCODT if additional safety impact positions are added to Contractor's employee work force.

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9.5 Contractor shall require that its subcontractors comply with the Executive Order, and Contractor shall secure and maintain the required documents for City inspection.

10.0 ENVIRONMENTAL LAWS:

10.1 Contractor shall comply with all rules, regulations, statutes, or orders of the Environmental Protection Agency ("EPA"), the Texas Commission on Environmental Quality ("TCEQ"), and any other governmental agency with the authority to promulgate environmental rules and regulations ("Environmental Laws"). Contractor shall promptly reimburse the City for any fines or penalties levied against the City because of Contractor's failure to comply.

10.2 Contractor shall not possess, use, generate, release, discharge, store, dispose of, or transport any Hazardous Materials on, under, in, above, to, or from the site except in strict compliance with the Environmental Regulations. "Hazardous Materials" means any substances, materials, or wastes that are or become regulated as hazardous or toxic substances under any applicable federal, state, or local laws, regulations, ordinances, or orders. Contractor shall not deposit oil, gasoline, grease, lubricants or any ignitable or hazardous liquids, materials, or substances in the City's storm sewer system or sanitary sewer system or elsewhere on City Property in violation of the Environmental Laws.

11.0 CONTRACTOR'S PERFORMANCE:

11.1 Contractor shall make citizen satisfaction a priority in providing services under this Agreement. Contractor shall train its employees to be customer service-oriented and to positively and politely interact with citizens when performing contract services. Contractor's employees shall be clean, courteous, efficient, and neat in appearance and committed to offering the highest quality of service to the public. If, in the Director's opinion, Contractor is not interacting in a positive and polite manner with citizens, he or she shall direct Contractor to take all remedial steps to conform to these standards.

12.0 PAYMENT OF EMPLOYEES AND SUBCONTRACTORS:

12.1 Contractor shall make timely payments in accordance with applicable state and federal law to all persons and entities supplying labor, materials or equipment for the performance of this Agreement including Contractor's employees.

12.2 Failure of Contractor to pay it's employees as required by law shall constitute a default under this contract for which the Contractor and it's surety shall be liable on Contractor's performance bond if Contractor fails to cure the default as provided under this Agreement.

12.3 Contractor shall defend and indemnify the City from any claims or liability arising out of Contractors failure to pay its subcontractors as required by law. Contractor shall submit disputes relating to payment of M/WBE subcontractors to arbitration in the same manner as any other disputes under the M/WBE subcontract.

13.0 CONTRACTOR PAY OR PLAY PROGRAM:

13.1 The requirement and terms of the City of Houston Pay or Play Policy, as set out in Executive Order 1-7, are incorporated into this Agreement for all purposes. Contractor has reviewed Executive Order 1-7 and shall comply with its terms and conditions as they are set out at the time of City Council approval of this Agreement. Exhibit "I".

13.2 The Pay or Play Program for various departments will be administered by the City of Houston Affirmative Action Division's designee and for a Department specific contract; the Department's designated contract administrator will administer the Pay or Play Program.

III. DUTIES OF CITY

1.0 PAYMENT TERMS:

1.1 The City shall pay and Contractor shall accept fees at the unit prices provided in Exhibit H for all services rendered and the Deliverables furnished by Contractor. The fees must only be paid from Allocated Funds, as provided below.

1.2 Any quantities of services or Deliverables shown in any part of this contract or its exhibits are estimated only and are not any guarantee that the City will not purchase more or less of those services or Deliverables. The City will pay only for the services or Deliverables actually ordered and only at the unit prices set out.

2.0 TAXES:

2.1 The City is exempt from payment of Federal Excise and Transportation Tax and Texas Limited Sales and Use Tax. Contractor's invoices to the City must not contain assessments of any of these taxes. The Director will furnish the City's exemption certificate and federal tax identification number to Contractor if requested.

3.0 METHOD OF PAYMENT:

3.1 The City shall pay Contractor on the basis of invoices submitted by Contractor and approved by the Director, showing the specific tasks completed in the preceding month and the corresponding prices. The City shall make payments to Contractor at its address for notices within 30 days of receipt of an approved invoice.

4.0 METHOD OF PAYMENT - DISPUTED PAYMENTS:

4.1 If the City disputes any items in an invoice Contractor submits for any reason, including lack of supporting documentation, the Director shall temporarily delete the disputed item and pay the remainder of the invoice. The Director shall promptly notify Contractor of the dispute and request remedial action. After the dispute is settled, Contractor shall include the disputed amount on a subsequent regularly scheduled invoice or on a special invoice for the disputed item only.

5.0 LIMIT OF APPROPRIATION:

5.1 The City's duty to pay money to Contractor under this Agreement is limited in its entirety by the provisions of this Section.

5.2 In order to comply with Article II, Sections 19 and 19a of the City's Charter and Article XI, Section 5 of the Texas Constitution, the City has appropriated and allocated the sum of **$750,000.00** to pay money due under this Agreement (the "Original Allocation"). The executive and legislative officers of the City, in their discretion, may allocate supplemental funds for this Agreement, but they are not obligated to do so. Therefore, the parties have agreed to the following procedures and remedies:

MB 1-9-13

5.3 The City makes a Supplemental Allocation by issuing to Contractor a Service Release Order, or similar form approved by the City Controller, containing the language set out below. When necessary, the Supplemental Allocation shall be approved by motion or ordinance of City

Council.

NOTICE OF SUPPLEMENTAL ALLOCATION OF FUNDS

By the signature below, the City Controller certifies that, upon the request of the responsible director, the supplemental sum set out below has been allocated for the purposes of the Agreement out of funds appropriated for this purpose by the City Council of the City of Houston. This supplemental allocation has been charged to such appropriation.

$_____

5.4 The Original Allocation plus all supplemental allocations are the Allocated Funds. The City shall never be obligated to pay any money under this Agreement in excess of the Allocated Funds. Contractor must assure itself that sufficient allocations have been made to pay for services it provides. If Allocated Funds are exhausted, Contractor's only remedy is suspension or termination of its performance under this Agreement and it has no other remedy in law or in equity against the City and no right to damages of any kind.

6.0 CHANGES:

6.1 At any time during the Agreement Term, the City Purchasing Agent or Director may issue a Change Order to increase or decrease the scope of services or change plans and specifications, as he or she may find necessary to accomplish the general purposes of this Agreement. Contractor shall furnish the services or deliverables in the Change Order in accordance with the requirements of this Agreement plus any special provisions, specifications, or special instructions issued to execute the extra work.

6.2 The City Purchasing Agent or Director will issue the Change Order in substantially the following form:

CHANGE ORDER

TO:	[Name of Contractor]
FROM:	City of Houston, Texas (the "City")
DATE:	[Date of Notice]
SUBJECT:	Change Order under the Agreement between the City and [Name of Contractor] countersigned by the City Controller on [Date of countersignature of the Agreement]

Subject to all terms and conditions of the Agreement, the City requests that Contractor provide the following:

[Here describe the additions to or changes to the equipment or services and the Change Order Charges applicable to each.]

Signed:
[Signature of City Purchasing Agent or Director]

6.3 The City Purchasing Agent or Director may issue more than one Change Order, subject to the following limitations:

6.3.1 Council expressly authorizes the City Purchasing Agent or Director to approve a Change Order of up to $50,000. A Change Order of more than $50,000 over the approved contract amount must be approved by the City Council.

6.3.2 If a Change Order describes items that Contractor is otherwise required to provide under this Agreement, the City is not obligated to pay any additional money to Contractor.

6.3.3 The Total of all Change Orders issued under this section may not increase the Original Agreement amount by more than 25%.

6.4 Whenever Contractor receives a Change Order, Contractor shall furnish all material, equipment, and personnel necessary to perform the work described in the Change Order. Contractor shall complete the work within the time prescribed. If no time for completion is prescribed, Contractor shall complete the work within a reasonable time. If the work described in any Change Order causes an unavoidable delay in any other work Contractor is required to perform under this Agreement, Contractor may request a time extension for the completion of the work. The City Purchasing Agent's or Director's decision regarding a time extension is final.

6.5 A product or service provided under a Change Order is subject to inspection, acceptance, or rejection in the same manner as the work described in the Original Agreement, and is subject to the terms and conditions of the Original Agreement as if it had originally been a part of the Agreement.

6.6 Change Orders are subject to the Allocated Funds provisions of this Agreement.

IV. TERM AND TERMINATION

1.0 CONTRACT TERM:

1.1 This Agreement is effective on the Countersignature Date and expires one (1) year after the date specified in the Notice to Proceed unless sooner terminated according to the terms of this Agreement.

2.0 NOTICE TO PROCEED:

2.1 Contractor shall begin performance under this Agreement on the date specified in a Notice to Proceed from the City Purchasing Agent.

3.0 RENEWALS:

3.1 Upon expiration of the Initial Term, and so long as the City makes sufficient supplemental allocations, this Agreement will be automatically renewed for four successive one-year terms on the same terms and conditions. If the Director of the City Department elects not to renew this Agreement, the City Purchasing shall notify Contractor in writing of non-renewal at least 30 days before the expiration of the then-current term.

4.0 TIME EXTENSIONS:

4.1 If the Department requests an extension of time to complete its performance, then the City Purchasing Agent may, in his or her sole discretion, extend the time so long as the extension does not exceed 90 days. The extension must be in writing but does not require amendment of this Agreement. Contractor is not entitled to damages for delay(s) regardless of the cause of the delay(s).

5.0 TERMINATION FOR CONVENIENCE BY THE CITY:

5.1 The City Purchasing Agent or Director may terminate this Agreement at any time by giving 30 days written notice to Contractor. The City's right to terminate this Agreement for convenience is cumulative of all rights and remedies which exist now or in the future.

5.2 On receiving the notice, Contractor shall, unless the notice directs otherwise, immediately discontinue all services under this Agreement and cancel all existing orders and subcontracts that are chargeable to this Agreement. As soon as practicable after receiving the termination notice, Contractor shall submit an invoice showing in detail the services performed under this Agreement up to the termination date. The City shall then pay the fees to Contractor for services actually performed, but not already paid for, in the same manner as prescribed in Section III unless the fees exceed the allocated funds remaining under this Agreement.

5.3 TERMINATION OF THIS AGREEMENT AND RECEIPT OF PAYMENT FOR SERVICES RENDERED ARE CONTRACTOR'S ONLY REMEDIES FOR THE CITY'S TERMINATION FOR CONVENIENCE, WHICH DOES NOT CONSTITUTE A DEFAULT OR BREACH OF THIS AGREEMENT. CONTRACTOR WAIVES ANY CLAIM (OTHER THAN ITS CLAIM FOR PAYMENT AS SPECIFIED IN THIS SECTION), IT MAY HAVE NOW OR IN THE FUTURE FOR FINANCIAL LOSSES OR OTHER DAMAGES RESULTING FROM THE CITY'S TERMINATION FOR CONVENIENCE.

6.0 TERMINATION FOR CAUSE BY CITY:

6.1 If Contractor defaults under this Agreement, the City Purchasing Agent or Director may either terminate this Agreement or allow Contractor to cure the default as provided below. The City's right to terminate this Agreement for Contractor's default is cumulative of all rights and remedies which exist now or in the future. Default by Contractor occurs if:

6.1.1 Contractor fails to perform any of its duties under this Agreement;

6.1.2 Contractor becomes insolvent;

6.1.3 all or a substantial part of Contractor's assets are assigned for the benefit of its creditors; or

6.1.4 a receiver or trustee is appointed for Contractor.

6.2 If a default occurs, the City Purchasing Agent or Director may, but is not obligated to, deliver a written notice to Contractor describing the default and the termination date. The City Purchasing Agent or Director at his or her sole option, may extend the termination date to a later date. If the City Purchasing Agent or Director allows Contractor to cure the default and Contractor does so to the City Purchasing Agent's or Director's satisfaction before the termination date, then the termination is ineffective. If Contractor does not cure the default before the termination date, then the City Purchasing Agent or Director may terminate this Agreement on the termination date, at no further obligation of the City.

6.3 To effect final termination, the City Purchasing Agent or Director must notify Contractor in writing. After receiving the notice, Contractor shall, unless the notice directs otherwise, immediately discontinue all services under this Agreement, and promptly cancel all orders or subcontracts chargeable to this Agreement.

7.0 TERMINATION FOR CAUSE BY CONTRACTOR:

7.1 Contractor may terminate its performance under this Agreement only if the City defaults and fails to cure the default after receiving written notice of it. Default by the City occurs if the City fails to perform one or more of its material duties under this Agreement. If a default occurs and Contractor wishes to terminate the Agreement, then Contractor must deliver a written notice to the Director describing the default and the proposed termination date.

7.2 The date must be at least 30 days after the Director receives notice. Contractor, at its sole

option, may extend the proposed termination date to a later date. If the City cures the default before the proposed termination date, then the proposed termination is ineffective. If the City does not cure the default before the proposed termination date, then Contractor may terminate its performance under this Agreement on the termination date.

8.0 REMOVAL OF CONTRACTOR OWNED EQUIPMENT AND MATERIALS:

8.1 Upon expiration, or termination of this Agreement, Contractor is permitted ten (10) days within which to remove contractor-owned material and equipment from the City's premises. The City shall make such material and equipment readily available to Contractor. The time period may be extended upon approval by the Director. The City reserves the right to deny any extension of time.

V. MISCELLANEOUS

1.0 INDEPENDENT CONTRACTOR:

1.1 Contractor shall perform its obligations under this Agreement as an independent contractor and not as an employee of the City.

2.0 FORCE MAJEURE:

2.1 Timely performance by both parties is essential to this Agreement. However, neither party is liable for delays or other failures to perform its obligations under this Agreement to the extent the delay or failure is caused by Force Majeure. Force Majeure means fires, floods, explosions, and other acts of God, war, terrorist acts, riots, court orders, and the acts of superior governmental or military authority.

2.2 This relief is not applicable unless the affected party does the following:

2.2.1 uses due diligence to remove the Force Majeure as quickly as possible; and

2.2.2 provides the other party with prompt written notice of the cause and its anticipated effect.

2.3 The City may perform contract functions itself or contract them out during periods of Force Majeure. Such performance does not constitute a default or breach of this Agreement by the City.

2.4 If the Force Majeure continues for more than 30 days, the City Purchasing Agent or Director may terminate this Agreement by giving 30 days' written notice to Contractor. This termination is not a default or breach of this Agreement. CONTRACTOR WAIVES ANY CLAIM IT MAY HAVE FOR FINANCIAL LOSSES OR OTHER DAMAGES RESULTING FROM THE TERMINATION EXCEPT FOR AMOUNTS DUE UNDER THE AGREEMENT AT THE TIME OF THE TERMINATION.

3.0 SEVERABILITY:

3.1 If any part of this Agreement is for any reason found to be unenforceable, all other parts remain enforceable unless the result materially prejudices either party.

4.0 ENTIRE AGREEMENT:

4.1 This Agreement merges the prior negotiations and understandings of the Parties and embodies the entire agreement of the Parties. No other agreements, assurances, conditions, covenants (express or implied), or other terms of any kind exist between the Parties regarding this Agreement.

5.0 WRITTEN AMENDMENT:

5.1 Unless otherwise specified elsewhere in this Agreement, this Agreement may be amended only by written instrument executed on behalf of the City (by authority of an ordinance duly adopted by the City Council) and Contractor. The Director is only authorized to perform the functions specifically delegated to him or her in this Agreement.

6.0 APPLICABLE LAWS:

6.1 This Agreement is subject to the laws of the State of Texas, the City Charter and Ordinances, the laws of the federal government of the United States, and all rules and regulations of any regulatory body or officer having jurisdiction.

6.2 Venue for any litigation relating to this Agreement is Harris County, Texas.

7.0 NOTICES:

7.1 All notices to either party to the Agreement must be in writing and must be delivered by hand, facsimile, United States registered or certified mail, return receipt requested, United States Express Mail, Federal Express, Airborne Express, UPS or any other national overnight express delivery service. The notice must be addressed to the party to whom the notice is given at its address set out in Section I of this Agreement or other address the receiving party has designated previously by proper notice to the sending party. Postage or delivery charges must be paid by the party giving the notice.

8.0 NON-WAIVER:

8.1 If either party fails to require the other to perform a term of this Agreement, that failure does not prevent the party from later enforcing that term and all other terms. If either party waives the other's breach of a term, that waiver does not waive a later breach of this Agreement.

8.2 An approval by the Director, or by any other employee or agent of the City, of any part of Contractor's performance does not waive compliance with this Agreement or establish a standard of performance other than that required by this Agreement and by law. The Director is not authorized to vary the terms of this Agreement.

9.0 INSPECTIONS AND AUDITS:

9.1 City representatives may perform, or have performed, (1) audits of Contractor's books and records, and (2) inspections of all places where work is undertaken in connection with this Agreement. Contractor shall keep its books and records available for this purpose for at least 4 years after this Agreement terminates. This provision does not affect the applicable statute of limitations.

10.0 ENFORCEMENT:

10.1 The City Attorney or his or her designee may enforce all legal rights and obligations under this Agreement without further authorization. Contractor shall provide to the City Attorney all documents and records that the City Attorney requests to assist in determining Contractor's compliance with this Agreement, with the exception of those documents made confidential by federal or State law or regulation.

11.0 AMBIGUITIES:

11.1 If any term of this Agreement is ambiguous, it shall not be construed for or against any party on the basis that the party did or did not write it.

12.0 SURVIVAL:

12.1 Contractor shall remain obligated to the City under all clauses of this Agreement that expressly or by their nature extend beyond the expiration or termination of this Agreement, including but not limited to, the indemnity provisions.

13.0 PARTIES IN INTEREST:

13.1 This Agreement does not bestow any rights upon any third party, but binds and benefits the City and Contractor only.

14.0 SUCCESSORS AND ASSIGNS:

14.1 This Agreement binds and benefits the Parties and their legal successors and permitted assigns; however, this provision does not alter the restrictions on assignment and disposal of assets set out in the following paragraph. This Agreement does not create any personal liability on the part of any officer or agent of the City.

15.0 BUSINESS STRUCTURE AND ASSIGNMENTS:

15.1 Contractor shall not assign this Agreement at law or otherwise or dispose of all or substantially all of its assets without the City Purchasing Agent's or Director's prior written consent. Nothing in this clause, however, prevents the assignment of accounts receivable or the creation of a security interest under Section 9.406 (c) of the Texas Business & Commerce Code. In the case of such an assignment, Contractor shall immediately furnish the City with proof of the assignment and the name, telephone number, and address of the Assignee and a clear identification of the fees to be paid to the Assignee.

15.2 Contractor shall not delegate any portion of its performance under this Agreement without the City Purchasing Agent's or Director's prior written consent.

16.0 REMEDIES CUMULATIVE:

16.1 Unless otherwise specified elsewhere in this Agreement, the rights and remedies contained in this Agreement are not exclusive, but are cumulative of all rights and remedies which exist now or in the future. Neither party may terminate its duties under this Agreement except in accordance with its provisions.

17.0 CONTRACTOR DEBT:

17.1 If Contractor, at any time during the term of this agreement, incurs a debt, as the word is defined in Section 15-122 of the Houston City Code of Ordinances, it shall immediately notify the City Controller in writing. If the City Controller becomes aware that Contractor has incurred a debt, she shall immediately notify contractor in writing. If Contractor does not pay the debt within 30 days of either such notification, the City Controller may deduct funds in an amount equal to the debt from any payments owed to Contractor under this agreement, and Contractor waives any recourse therefor.

EXHIBIT "A"
DEFINITIONS

As used in this Agreement, the following terms have the meanings set out below:

"Agreement" means this contract between the Parties, including all exhibits, change orders, and any written amendments authorized by City Council and Contractor.

"City" is defined in the preamble of this Agreement and includes its successors and assigns.

"City Purchasing Agent" is defined as the person or duly authorized successor, authorized in writing to act for the City. The term includes, except as otherwise provided in this Contract, the authorized representative of the City Purchasing Agent acting within the limits of delegated authority.

"Contractor Administrator" means the representative of the Department who is responsible for the administration for the Contract.

"Contract Award Notice" means the official notification substantiated by the Notice to Proceed issued by the City Purchasing Agent to the Contractor.

"Contract Charges" means charges that accrue during a given month as defined in Article III.

"Contract Term" is defined in Article IV.

"Contractor" is defined in the preamble of this Agreement and includes its successors and assigns.

"Countersignature Date" means the date this agreement is countersigned by the City Controller.

"Director" mean the Directors/Chiefs of each of the Departments or the City Purchasing Agent for the City, or the person he or she designates.

"Effective Date" is defined as date contract is countersigned by the City Controller.

"Governing Body" means the Mayor and City Council of the City of Houston.

"Hazardous Materials" is defined in Article II (Environmental Laws).

"Notice to Proceed" means a written communication from the City Purchasing Agent to Contractor instructing Contractor to begin performance.

"Parties" mean all the entities set out in the Preamble who are bound by this Agreement.

EXHIBIT "B"
SCOPE OF WORK
For
MOVING & STORAGE OF HOUSEHOLD GOODS

1.0 SERVICES IN GENERAL

1.1 The Contractor shall provide all supervision, labor, materials, supplies, tools, equipment, fuel, and transportation necessary for to provide efficient and safe moving & storage of household goods of clients of the Housing and Community Development Department. The Contractor shall be required to provide communication equipment to its supervisor on the job to communicate with the Housing and Community Development (HCDD) coordinators. All changes in subcontractors are subject to the prior written approval of the Director. All services shall be provided in accordance with the requirements specified herein and must meet or exceed the service levels described.

1.1.1. **Houses to be moved range in size:**

Up to 3000 lbs one bedroom houses
3001 to 4500 lbs Two bedroom houses
4501 lbs to 5999 lbs Three bedroom houses
6000 lbs to 7999 lbs Four bedroom houses
8000 to 10,000 lbs Five bedroom houses

1.2 Contractor will provide the department's representative an estimate based on a visual survey based on quoted rates prior to performing any move and the rates therefor must be in strict accordance with the contract fee schedule. If any 1, 2, 3, 4, or 5 bedroom house exceeds the amount of household goods by more than 20% of household goods customarily found in a 1, 2, 3, 4, or 5 bedroom house the contractor shall note on the estimate and if approve by the Administrative Supervisor in writing with an agreed upon adjusted price included.

1.3 Some moves may entail moving the household to an apartment, or to a client's family member and a portion to the contractor's storage facilities.

1.4 Some moves may entail moving all household furnishings to storage.

1.5 The Contractor shall provide an experienced supervisor with the technical skills and knowledge necessary to supervise the performance of all work and who shall work diligently and efficiently to ensure that all moving personnel, including subcontractors, meet the performance standards set out herein.

1.6 The contractor shall provide a permanent office telephone number and two secondary telephone numbers (i.e., pager, cell phone, etc.) where Contractor's representative can be contacted, between 7 a.m. to 7 p.m. Monday through Friday and on weekends along with an e-mail address and fax (facsimile machine) number. The contractor shall give immediate verbal notification to the Director or HCDD contract representative, immediately followed by written notification if there are any changes to the three required telephone numbers or the e-mail address or fax number. The Director may terminate this Agreement immediately if Contractor fails to comply with notification requirements.

1.7 The contractor will be given a forty-eight (48) hour moving notice that shall be performed Monday through Friday with the exception of some weekends for high volume moves. These services are to be provided between the hours of 8:00 a.m. and 5:00 p.m., or the hours directed by the Director or his designee. There is no provision for overtime in this Agreement.

All work schedules must be coordinated at least one week in advance with the Department coordinator. **Anything less than the forty-eight (48) hour notice will be considered an exception/or emergency move.**

1.8 The contractor shall make citizen satisfaction a priority in providing services under this contract. The contractor's employees should be trained to be customer-service oriented and to positively and politely interact with citizens and Department staff when performing contract services. The contractor's employees should be courteous, efficient, and committed to offering the highest degree of service to the public. If, in the Director's determination, the Contractor is not interacting in a positive and polite manner with citizens, the Contractor shall take all remedial steps to conform to the standards set by this Agreement and is subject to termination for breach of contract.

2.0 EQUIPMENT, TOOLS, SUPPLIES, AND MATERIALS REQUIREMENTS

2.1 The contractor shall have sufficient equipment, trucks, dollies, furniture pads, ties, packing boxes, labels and packing tape and supplies on hand throughout the term of the Agreement in order to perform the Moving Services in an efficient and workmanlike manner. Such equipment, tools, materials, and supplies shall include, but are not limited to, the items specified herein.

3.0 AUTHORIZED SERVICES

3.1 Local transportation of household goods.

3.2 Packing of household goods

3.3 Moving and Storage of household goods.

3.4 Moving and storage of small engine lawn mowers and small engine equipment, if drained of fuel.

3.5 Garden tools, dismantled swing sets or other playground equipment, patio furniture and shop tools such as radial arm or table saws, as long as moving them does not require special packing, handling and/or insurance.

4.0 UNAUTHOIZED SERVICES

4.1 The City shall not assume the cost of the following:

4.1.1 Unpacking
4.1.2 Tractor lawn mowers.
4.1.3 Removal or installation of carpeting, draperies, or other related items.
4.1.4 Assembly or disassembly of pool tables, playhouses, swimming pools, or items of similar nature.
4.1.5 Moving or storing vehicles.
4.1.6 Transporting animals, perishables or combustibles.
4.1.7 Stacks of firewood and lumber.
4.1.8 Articles of extraordinary value such as jewelry, stamp collections, stocks and bonds, cash etc.
4.1.9 Insurance beyond the normal liability of the contractor. However, the contractor may make a written offer of additional insurance to the homeowner receiving an estimate for services. Such additional insurance shall be billed to and paid by the homeowner.
4.1.10 Moving of Firearms

Note: Unpacking of mattresses will be included for setting up beds, if homeowner have beds

moved to an apartment or family member's home.

5.0 PACKING

5.1 The contractor will not be held liable for any packing performed by the homeowner, unless the container exhibits signs of external damage due to improper handling by the carrier documented at the time of delivery

5.2 A copy of the packing inventory will be submitted to the homeowner and a copy to HCDD contract representative.

6.0 PREPARATION

6.1 All articles having surfaces which can be easily damaged by scratching, marring, soiling or chafing will be wrapped at the residence in textile or paper furniture pads, covers (other than burlap), or other acceptable wrapping materials.

6.2 Disassemble at point of origin all items of personal property which, in the judgment of the contractor, requires disassembly to ensure safe delivery to the destination. Items dissembled by carrier will be shown in the remarks section of the household goods Descriptive Inventory Form as disassembled by contractor (CD). Items disassembled by the owner will be shown in the remarks section as disassembled by owner (DBO).

6.3 All nuts, bolts, screws, small hardware, and other fasteners removed from articles by the contractor in the preparation for shipment will be placed in a cloth bag or similar durable container(s) and securely attached to the article.

6.4 Legs or other articles removed from furniture will be properly wrapped, bundled together, and identified, e.g., dining room table legs, six each and listed as a separate item on the inventory.

7.0 PACKING MATERIALS

7.1 All materials shall be new or in sound condition. The use of damp, wet or unclean packing materials is prohibited. If the material is not new, all marks pertaining to any previous shipment will be completely obliterated and all material will be free of any substance injurious to the article being packed or to the owner. New material must be used for packaging mattresses, box springs, linens, bedding and clothing.

7.2 Cubic measurement will be indicated in a conspicuous location on all contractor- packed containers.

7.3 Boxes - Wood or fiberboard boxes used shall be wood-cleated fiberboard, wood-cleated plywood, nailed wood, corrugated fiber, or solid fiber boxes. Boxes may be made of lumber, plywood, or solid fiber and will be well-manufactured and free from imperfections which may affect their unity. Size and spacing of nails will be in accordance with the best commercial practice.

7.4 Cartons - Cartons of solid or corrugated fiberboard may be used for packing linens, books, bedding, lampshades, draperies, or other similar articles. After packing, cartons must be glued or sealed by taping lengthwise at the joint on top and bottom. The sidewalls and ends of the corrugated or solid fiber cartons will be on a minimum average bursting strength of 200 pounds per square inch. The inside dimensions of the carton, length, width, and depth totaled, will not exceed 75 inches with a weight limitation of 65 pounds. Egg crates, fruit or vegetable crates, tea crates, and similar type boxes will not be used.

7.5 Barrels, fiber drums, and cartons Wood barrels, fiber drums, or cartons with a capacity of not less than 5 cubic feet (not applicable under all-inclusive rates) are to be used for packing glassware, bric-a-brac, table lamp bases, and other fragile articles. When packing of fragile items has been completed and

space is left in a dish pack, such space may be used for packing other light items. These containers will not contain more than 120 pounds and will have a sidewall bursting strength of a minimum average of 350 pounds per square inch. Corrugated containers may be used in lieu of barrel or drum-type containers. The cube of corrugated containers will be determined by actual measurements. All barrels or fiber drums will be securely headed and marked "THIS END UP."

7.6 Filler Material Good quality wood excelsior pads, wool excelsior pads, shredded paper pads, cellulosic (bubble pack, etc.), cushioning material, fiber board, corrugated fiber board, unicellular polypropylene foam, unprinted newsprint, or Kraft paper will be used as a filler. Padding New and good quality, used-wood excelsior pads, unicellular polypropylene foam, shredded paper pads, or other equally suitable material will be used, when required.

7.7 Wrapping - Wrapping paper or unicellular polypropylene foam will be new and clean and appropriate for the purpose intended.

8.0 MANNER OF PACKING

8.1 Packing - All packing by contractor will be performed in a manner requiring the least cubic measurement, producing packages that will withstand normal movement without damage to container or contents and at a minimum of weight. Further, the number and weight of containers will not be greater than necessary to accomplish efficient movement. At the property owner's request, articles such as stereo equipment will be packed in original containers by the contractor when furnished by the owner and provided the containers are considered to be in good condition for shipping purposes.

8.2 Books - Books will be placed in cartons. All books of similar size will be packed together in rows. Pads or fiberboard (solid or corrugated) will be inserted between rows and packed tightly, wedged with pads or paper, if necessary, to fill out the carton and prevent chafing.

8.3 Electrical equipment - Stereo components, fans, heaters, portable stoves, sunlamps, and like items should be packaged in the following manner:

8.3.1 When necessary to protect electrical equipment for safe transportation, equipment will be completely wrapped in paper of unicellular polypropylene foam and packed in a carton with enough padding to provide insulation necessary to prevent contact between articles and to eliminate movement of any article in the container. When packing in a carton is not necessary, the items will be properly wrapped and padded for protection.

8.4 Kitchenware - All kitchenware will be packed and padded into cartons.

8.5 Linens, clothing, draperies, and like items - When not considered as safe for carriage in drawers, chests, dressers, trunks, etc., these and similar items will be packed carefully into regular cartons, which will be properly sealed at residence. Clothing, normally on hangers in closets, and draperies will be packed in wardrobes, as follows:

8.5.1 Upright wardrobes will be used.

8.6 Rugs - Rugs and rug pads will be properly rolled (not folded) for shipment and will not be subsequently folded or bent to an extent that may cause damage to the rug.

9.0 INVENTORY

9.1 Contractor will prepare a legible general inventory of Household Goods that are moved from the home to the temporary place of residence that can be checked off as the items are loaded and unloaded.

9.2 Contractor will prepare a detailed and legible list of items to be received into storage using extreme care in listing article of furniture and packing containers. Describe, in as much detail as possible, items of

furniture; e.g., television sets should be identified as being either "color" (C) or "black and white" (B & W) and console or portable, as appropriate. On the inventory contractor shall indicate: CD – Disassembled by Contractor, DBO – Disassembled by Owner , CP – Packed by Contractor PBO – Packed by Owner

10.0 DAMAGED GOODS

10.1 The Contractor shall be responsible for filing, processing and collecting all damage claims. However, to assist the contractor in the expeditious handling of damage claims, the (HCDD) representative will:

10.1.1 Record any evidence of visible damage on all copies of the contractor's delivery document.

10.1.2 Report damage (visible or concealed) to the contractor, confirming such reports, in writing, within fifteen (15) days of delivery, requesting that the contractor inspect the damaged merchandise.

10.1.3 Retain the item and its shipping container, including inner packing material, until inspection is performed by the contractor and disposition given by the contract supplier.

10.1.4 Provide the contractor with a copy of the contractor's Bill of Lading and Damage Inspection Report.

11.0 STORAGE

11.1 Contractor shall be able to store household goods one, two, three, four, and five bedroom homes of household goods in vaults and or bubble wrap at contractor's storage facility(ies)for one to six month intervals. Contractor shall be able to store household goods for at least 50 homes and no less than 20 homes at any given time.

11.2 Contractor shall inventory the household goods received into storage as well as household items moved into temporary residence with a copy submitted to the homeowner and the HCD contract representative

12.0 SAFETY

12.1 SAFETY MEETINGS
The Contractor is required to conduct monthly safety meetings with its staff and shall provide documentation to the Director's Designee to verify that safety meetings were held, upon request.

12.2 SAFETY EQUIPMENT AND TRAINING
The Contractor shall comply with all OSHA requirements applicable to its agreement with the City.

12.2.1 Contractor shall provide basic safety instructions or training to its employees and subcontractors about the safe and proper use of moving tools, equipment, and materials. The Contractor's employees, including subcontractor employees, must take reasonable safety precautions to protect themselves and the public from harm while performing moving services.

12.2.2 Failure to observe and follow safety requirements is a material breach of this contract, which may result in immediate termination of this Agreement by the Director, at its sole discretion.

13.0 UNIFORMS

13.1 All of the Contractor's personnel to include subcontractors, performing services under this contract agreement are required to wear a uniform suitable for indoor and outdoor work, such as t-shirts and shorts for summer and a uniform jacket for cold weather, subject to pre-approval by the Director or Director's designee, whose approval will not be unreasonably withheld. The Contractor shall be solely responsible for paying all costs associated with providing uniforms and uniform jackets to its employees. Likewise, any of the Contractor's subcontractors shall also bear sole responsibility for providing and paying for their employees' uniforms and uniform jackets. Supervisor's should be easily identified in comparison to the general labor.

14.0 BACKGROUND CHECKS

14.1 At its sole expense, Contractor shall conduct national and local background checks on all temporary and permanent employees, including subcontractor employees, before they are assigned to work pursuant to this agreement. Background checks shall include a thorough criminal history check, including registered sex offender status, prior employment history check, inclusive of reasons for dismissals, if any, and level of education. Upon request by the Director or the Director's designee, Contractor shall provide evidence that the background checks have been conducted, both at the beginning of the Agreement and at any other time deemed necessary by the Director or Director's designee throughout the term of the Agreement. The Contractor shall be responsible for all costs associated with the background checks.

15.0 ADDITIONS & DELETIONS

15.1 The City, by written notice from the City Purchasing Agent to the Contractor, at any time during the term of this contract, may add or delete like or similar equipment, supplies, locations and/or services to the list of equipment, supplies, locations, and/or services to be provided. Any such written notice shall take effect on the date stated in the notice from the City. Similar equipment, supplies, services, or locations added to the contract shall be in accordance with the contract specification/scope of services, and the charges or rates for items added shall be the same as specified in the fee schedule. In the event that the additional equipment, supplies, locations and/or services are not identical to the item(s) already under contract, the charges therefore shall then be the Contractor's normal and customary charges or rates for the equipment, supplies, locations and/or services classified in the fee schedule.

16.0 ESTIMATED QUANTITIES NOT GUARANTEED

16.1 The estimated quantities specified herein are not a guarantee of actual quantities, as the City does not guarantee any particular quantity of "moving & storage of household goods" during the term of this contract. The quantities may vary depending upon the actual needs of the user Department. The quantities specified herein are good faith estimates during the terms of this contract. Therefore, the City shall not be liable for any contractual agreements/obligations the Contractor enters into based on the City purchasing/requiring all the quantities specified herein.

17.0 INSPECTIONS AND AUDITS

17.1 City representatives shall have the right to perform (1) audits of Contractor's books and records, and (2) inspections of all places where work is undertaken in connection with the Agreement. Contractor shall keep its books and records available for this purpose for at least four (4) years after the Agreement terminates. This provision does not affect any applicable statute of limitations.

18.0 PUBLIC RELATIONS

18.1 The contractor agrees that neither it nor its agents, subcontractors, or employees shall issue or make any statements on behalf of the Department with respect to either the Facilities or any incident occurring at any of the Facilities. The contractor shall not issue any publicity or communication to the

media of any nature that references the Agreement without the prior written consent of the Director. This applies to all forms of communication, whether oral or written, including press releases, brochures, photographic coverage, and announcements.

19.0 NON-PERFORMANCE

19.1 In the event the contractor does not fulfill its obligations under the terms and conditions of this contract, the City may purchase equivalent services on the open market. Any difference in cost between the contract prices herein and the price of open market services shall be the responsibility of the contractor. Under no circumstances shall monies be due the contractor in the event open market services can be obtained below contract cost. Any monies charged to the contractor may be deducted from an open invoice.

20.0 INVOICING: MOVING, PACKING and STORAGE

20.1 Moving and Packing

20.1.1 The contractor shall send a separate invoice in the amount of 100% of the initial pack and move of the home. Secondly, an invoice of the monthly storage bills thereafter until the final move back is completed. Finally, the contractor will be required to submit the final move back invoice to the City of Houston Housing and Community Development at 601 Sawyer, Suite 400 Houston, Texas 77007, Attention designated representative. Once approved by the Department the payment method herein will be followed.

20.2 Storage

20.2.2 Within seven days of receipt of household goods into storage the contractor shall invoice the approved monthly fee to Housing and Community Development at 601 Sawyer, Suite 400 Houston, Texas 77007, Attention Administrative Assistant. Within seven days after the move to the final residence the contractor shall submit and invoice for the final monthly storage fee. The City shall pay Contractor on the basis of invoices submitted by Contractor and approved by the Director, showing the specific monthly storage fee and the final storage fee once the household goods is returned to the refurbished home of the client. The City shall make payments to Contractor at its address for notices within 30 days upon receipt of an approved invoice.

21.0 INTERLOCAL AGREEMENT

21.1 Under the same terms and conditions hereunder, the Contract may be expanded to other government entities through inter-local agreements between the City of Houston and the respective government entity that encompass all or part of the products/services provided under this contract. Separate contracts will be drawn to reflect the needs of each participating entity.

22.0 WARRANTY OF SERVICES:

22.1 *Definitions:* "Acceptance" as used in this clause, means the act of an authorized representative of the City by which the City assumes for itself, approval of specific services, as partial or complete performance of the Contract.

22.2 "Correction" as used in this clause, means the elimination of a defect.

22.3 Notwithstanding inspection and acceptance by the City or any provision concerning the conclusiveness thereof, the Contractor warrants that all services performed under this Contract will, at the time of acceptance, be free from defects in workmanship and conform to the requirements of this Contract. The City shall give written notice of any defect or nonconformance to the Contractor within a one-year period from the date of acceptance by the City. This notice shall state either (1) that the Contractor shall correct or re-perform any defective or non-conforming services at no additional cost to the City, or (2) that the City does not require correction or re-performance.

22.4 If the Contractor is required to correct or re-perform, it shall be at no cost to the City, and any services corrected or re-performed by the Contractor shall be subject to this clause to the same extent as work initially performed. If the Contractor fails or refuses to correct or re-perform, the City may, by contract or otherwise correct or replace with similar services and charge to the Contractor the cost occasioned to the City thereby, or make an equitable adjustment in the Contract price.

23.0 PERFORMANCE BOND

23.1 The successful Contractor shall be required to provide a Performance Bond or a Clean Irrevocable Letter of Credit in the amount of **100%** of the total recommended award amount for the initial term of the contract. The Contract term is one-year with four one-year options to renew for a total five-year term.

23.2 The bond will be renewed for each one-year term upon extension of the Contract. Further, subsequent to Contract award extension and upon the City's written notification, to the Contractor, of its intent to exercise a one-year contract option year, the Contractor shall provide to the City, within ten (10) calendar days of receipt of such notification, a Performance Bond or Clean Irrevocable Letter of Credit in the amount of 100% of the total contract option year amount.

23.3 The Performance Bond shall be in the same form as that distributed by the City, and attached hereto, all duly executed by this bidder (as "Principal') and by a Corporate Surety Company licensed to do business in the State of Texas, and shown in the most recent edition of United States Treasury Circular 570 as having an "underwriting limitation" at least as great as that amount of the Performance Bond.

23.4 The Clean Irrevocable Letter of Credit must be submitted on the form provided herein and signed by an officer of the institution with the appropriate authority to issue said document.

23.5 The Contractor must deliver the Performance Bond or Clean Irrevocable Letter of Credit to the City Purchasing Agent of the City on or before the tenth (10th) day following the day this Bidder receives notification from the City of a possible award.

SECTION B-1

FEDERAL REGULATIONS
CDBG PROGRAM REQUIREMENTS

SECTION 1
Title VI of The Civil Rights Act of 1964

The Contractor shall comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) ("Title VI") and with Title 24 Code of Federal Regulations (CFR) Part 1, which implements Title VI. In accordance with Title VI, no person in the United States shall, on the basis of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Contractor receives federal financial assistance. The Contractor will immediately take any measures necessary to comply with Title VI. If any real property or structure thereon is provided or improved with the aid of federal financial assistance, this clause shall obligate the owner, or in the case of any transfer of such property, any transferee, to comply with the requirements and restrictions contained in this clause for the period during which the real property or structure is used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. **[24 CFR ' 570.601]**

SECTION 2
Section 109 of The Housing and Community Development Act of 1974

The Contractor shall comply with Section 109 of the Housing and Community Development Act of 1974 ("Section 109") and implementing federal regulations, **24 CFR ' 570.602**, issued pursuant to Section 109. No person in the United States shall, on the basis of race, color, national origin, or sex, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with community development funds. Section 109 also prohibits discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.) or with respect to any otherwise qualified handicapped individual as provided in section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794). **[24 CFR ' 570.602]**

SECTION 3
Environmental Standards

Contractor understands that it does not assume the environmental responsibilities located at **24 CFR ' 58. [24 CFR ' 570.604]**

SECTION 4
National Flood Insurance Program

A. If applicable, this Agreement is subject to the requirements of the Flood Disaster Protection Act of 1973 (P.L. 93-234) for areas identified by HUD as having special flood hazards. The use of any funds provided for acquisition or construction in identified areas shall be subject to the Mandatory Purchase of Flood Insurance requirements of section 102(a) of said act.

B. Any contract or agreement for the sale, lease, or other transfer of land acquired, cleared, or improved with assistance provided under this Agreement shall contain, if the land is located in an area identified by HUD as having a special flood hazard, provisions which obligate the transferee and its successors or assigns to obtain and maintain, during the life of the project, flood insurance as required under section 102(a) of the Flood Disaster Protection Act of 1973. These provisions shall be required notwithstanding the fact that the construction on the land is not itself funded with funds provided under this Agreement. **[24 CFR ' 570.605]**

SECTION 5

Displacement, Relocation, Acquisition

Contractor understands that projects funded hereunder are subject to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) (42 U.S.C. 4601-4655); and that individuals or businesses that are required to move from real property, permanently or involuntarily as a direct result of rehabilitation, demolition, or acquisition for the project assisted hereunder must be compensated pursuant to the URA. **[24 CFR ' 570.606]**

SECTION 6

Section 3 Of The Housing And Urban Development Act Of 1968

(a) The work to be performed under this Agreement is on a project assisted under a program providing federal financial assistance from the Department of Housing and Urban Development (HUD). Section 3 of the Housing and Urban Development Act of 1968, as amended, (12 U.S.C. 1701u, "Section 3") applies to the Agreement. Under Section 3, to the greatest extent feasible, for any contract award in excess of $100,000, the Contractor shall give opportunities for training and employment to lower-income residents of the City and shall award contracts for work in connection with the project to business concerns which are located in or owned in substantial part by persons residing in the City.

(b) The Contractor will comply with the provisions of Section 3, and all applicable rules and orders of HUD issued thereunder prior to the execution of the Agreement. The Contractor certifies and agrees that there is no contractual or other disability which would prevent compliance with these requirements.

(c) The Contractor shall send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising the labor organization or workers' representative of the commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

(d) The Contractor will include or have included a Section 3 clause in every subcontract for work in connection with the project. The Contractor shall, at the direction of the City, take appropriate action pursuant to any subcontract upon a finding that the subcontractor is in violation of this Section 3 clause. The Contractor will not subcontract with any subcontractor where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR ' 135. The Contractor shall not let any subcontract unless the subcontractor has provided the Contractor with a preliminary statement of ability to comply with the requirements of this Section 3 clause.

(e) Compliance with the provisions of Section 3, and all applicable rules and orders of HUD issued thereunder prior to the execution of this Agreement shall be a condition of the federal financial assistance provided to the project. These provisions are binding upon the City, its contractors and subcontractors, their successors and assigns. Failure to fulfill these requirements shall subject the City, its contractors and subcontractors, their successors and assigns to those sanctions specified by the grant or loan agreement or contract through which federal assistance is provided.

(f) The Contractor shall have completed, signed and delivered a Voluntary Compliance Form (provided by the City) to the Director prior to the execution of this Agreement.

SECTION 7

Executive Order 11246, as amended by 12086

The Contractor agrees as follows:

A. The Contractor will not discriminate against any employee or applicant for employment because

of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and the employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the City setting forth the provisions of this nondiscrimination clause.

B. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.

C. The Contractor will send to each labor union or representative of workers with which the Contractor has a collective bargaining agreement or other contract or understanding, a notice to be provided by the City, advising the labor union or workers' representative of the Contractor's commitments under Section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

D. The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor set forth at 41 CFR ' 60.

E. The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations and orders of the Secretary of the U.S. Department of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

F. In the event of the Contractor's noncompliance with the nondiscrimination clauses of this Agreement or with any of such rules, regulations or orders, this Agreement may be canceled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of the U.S. Department of Labor, or as otherwise provided by law.

G. The Contractor will include provisions similar to paragraph A through F in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of the U.S. Department of Labor, issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon subcontractors or vendors. The Contractor will take such action with respect to any subcontract or purchase order as the City may direct as a means of enforcing such provisions including sanctions for noncompliance: PROVIDED, however, that in the event the Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the City, the Contractor may request the United States to enter into such litigation to protect the interests of the United States. **[24 CFR ' 570.607]**

SECTION 8

Lead-Based Paint Poisoning Prevention Act

This contract may be subject to the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. ' ' 4821-4846), the implementing regulations at 24 CFR ' 35, together with the Federal Lead-Based Paint Regulation, effective September 15, 2000, implementing Title X of the Housing and Community Development Act of 1992. Specifically, this contract may be subject to the provisions for the elimination of lead-based paint hazards

pursuant to said regulations, and the Contractor may be responsible for all required inspections and certifications. **[24 CFR ' 570.608]**

SECTION 9

Use Of Debarred, Suspended, Or Ineligible Contractors or Subrecipients

(a) The Contractor shall not employ, award contracts to, or otherwise engage the services of any contractor or subcontractor during any period of debarment, suspension, or placement in ineligibility status under provisions of 24 CFR ' 24 or under the authority of the City.

(b) The Contractor shall not use CDBG funds for any contract for the construction, alteration or repair of the project funded under this agreement with any contractor or subcontractor of a foreign country, or any supplier of products of a foreign country, that is identified by the Office of the United States Trade Representative as discriminating against U.S. firms in conducting procurement for public works projects. This restriction covers, without limitation, all architectural, engineering and construction services, and includes all products or goods, except construction equipment or vehicles used during the construction, alteration or repair which do not become part of a delivered structure, product or project. **[24 CFR ' 570.609]**

SECTION 10

Uniform Administrative Requirements And Cost Principles

The Contractor shall comply with the policies, guidelines, and requirements of **24 CFR ' 85**, "Administrative Requirements for Grants and Cooperative Agreements to State, Local, and Federally-Recognized Indian Tribal Governments," and **OMB Circular numbered A-110, now codified at 24 CFR Part 84**, **A-87**, and **A-122** and **A-133** as applicable, as they relate to the acceptance and use of Federal funds. **The applicable sections of 24 CFR Parts 84 and 85 are set forth at 24 CFR ' 570.502. [24 CFR ' 570.610]**

SECTION 11

Conflict Of Interest

A. In the procurement of supplies, equipment, construction, and services by the City or a subrecipient, the conflict of interest provisions in 24 CFR ' 84 and 85 respectively, shall apply. In all cases not governed by 24 CFR ' 84 and 85, the following shall apply:

In all cases not governed by 24 CFR ' 84 and 85, the provisions of this section shall apply. Such cases include the acquisition and disposition of real property and the provision of assistance by the recipient, by its subrecipients, or to individuals, businesses or other private entities under eligible activities which authorize such assistance (e.g. rehabilitation, preservation, and other improvements of private properties or facilities pursuant to '570.202, or grants, loans and other assistance to businesses, individuals and other private entities pursuant to ' **570.203,** ' **570.204 or** ' **570.455.**

(i) In accordance with **24 CFR ' 570.611**, no persons described in paragraph (ii) (below) who exercise or have exercised any functions with respect to CDBG activities or who are in a position to participate in a decision-making process or gain inside information with regard to CDBG assisted activities, may obtain a personal or financial interest or benefit from, or have any interest in any contract, subcontract, or agreement or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter.

(ii) The requirements of paragraph (i) apply to any person who is an employee, agent, consultant, officer, or elected or appointed official of the City, of any designated public agency, or subrecipient under which receives funds under the CDBG grant agreement with HUD. **[24 CFR ' 570.611]**

SECTION 12

Executive Order 12372

Contractor understands that implementing regulations at 24 CFR ' 52 are applicable to planning or construction of water or sewer facilities only, and that such regulation does not impart any responsibility upon it, rather the regulation imposes the Executive Order Review Process upon the City when funds are proposed for activities subject to review.
[24 CFR ' 570.612]

SECTION 13
Eligibility for Certain Resident Aliens

Contractor understands that certain newly legalized aliens, as described in 24 CFR ' 49, are not eligible to apply for benefits under activities meeting the requirements of section ' 570.208 (a) that either (1) have income eligibility requirements limiting the benefits exclusively to low and moderate income persons or are targeted geographically are otherwise to primarily benefit low and moderate income persons (excluding activities serving the public at large, such as sewers, roads, sidewalks, and parks), and that provide benefits to persons on the basis of application.

Contractor further understands that this restriction applies to covered activities funded under the Housing and Community Development Act of 1974, as amended; and that "benefits" under this section means financial assistance, public services, jobs, and access to new rehabilitated housing and other facilities made available under covered activities funded by the Community Development Block Grant Program. Benefits do not include relocation services and payments to which displaces are entitled by law. Furthermore, these restrictions apply only to applicants for new benefits not being received by covered resident aliens as of the effective date of this section. Compliance can be accomplished by obtaining certification as provided in **24 CFR ' 49.20. [24 CFR ' 570.613]**

SECTION 14
Findings Confidential

All of the reports, information, data, etc., prepared or assembled by the Contractor for purposes of meeting program requirements are confidential and the Contractor agrees that they shall not be made available to any individual or organization, other than an agency of the United States Government, without the prior approval of the City.

SECTION 15
Court Actions

The Contractor agrees to give the City immediate notice in writing of any actions or suits filed and prompt notices of any claims made against the City, the Contractor, or any of the parties involved in the implementation and administration of this Agreement.

SECTION 16
Records For Audit Purposes

Without limitation to any other provision of this Agreement the Contractor shall maintain all records concerning the program or project financed under this Agreement which the City reasonably requires for **four years** from the expiration date of the Agreement unless a longer period is required under **24 CFR ' 570.502**. The Contractor will give the City, HUD, the Comptroller General of United States, the General Accounting Office, or any of their authorized representatives access to and the right to examine, copy, or reproduce all records pertaining to the acquisition and construction of the project and the operation of the program or project. The right to access shall continue as long as the records are required to be maintained.

SECTION 17
Compliance With Clean Air And Water Acts

This Agreement is subject to the requirements of the Clean Air Act, as amended (42 U.S.C. 7400 et

seq.), the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq.) and the regulations of the Environmental Protection Agency, **40 CFR ' 15.** In compliance with the regulations, the Contractor agrees that:

A. No facility to be utilized in the project or program is listed on the list of Violating Facilities issued by the U.S. Environmental Protection Agency (EPA) pursuant to 40 CFR ' 15.20.

B. The Contractor will comply with all the requirements of section 114 of the Clean Air Act, as amended, (42 U.S.C. 7414) and section 308 of the Federal Water Pollution Control Act,

as amended, (33 U.S.C. 1318) pertaining to inspection, monitoring, entry, reports, and information, as well as all other requirements specified in section 114 and section 308, and all regulations and guidelines issued thereunder.

C. As a condition for the award of this Agreement, the Contractor shall give prompt notice to the City of any notification received from the Director, Office of Federal Activities, EPA, indicating that a facility utilized or to be utilized is under consideration to be listed on the EPA List of Violating Facilities.

D. The Contractor will include or cause to be included the requirements contained in paragraphs A through C of this clause in every lower-tier nonexempt contract and will take such action as the City may direct as a means of enforcing such provisions.

In no event shall any amount of the funds provided under the Agreement be utilized with respect to a facility which has given rise to a conviction under section 113(c)(1) of the Clean Air Act or section 309(c) of the Federal Water Pollution Control Act.

SECTION 18

Architectural Barriers Act and The Americans with Disabilities Act

The Architectural Barriers Act of 1968 (42 U.S.C. 4151-4157) requires certain Federal and Federally funded buildings and other facilities to be designed, constructed, or altered in accordance with standards that insure accessibility to, and use by, physically handicapped people. A building or facility designed, constructed or altered with funds allocated or reallocated under this part after December 11, 1995, and that meets the definition of "residential structure" as defined in 24 CFR 40.2 or the definition of "building" as defined in 41 CFR 101-19.602(a) is subject to the requirements of the Architectural Barriers Act of 1968 (42 U.S.C. 4151-4157) and shall comply with the Uniform Federal Accessibility Standards (Appendix A to 24 CFR Part 40 for residential structures, and Appendix A to 41 CFR Part 101-19, Subpart 101-19.6, for general type buildings).

The Americans with Disabilities Act (42 U.S.C. 12131; 47 U.S.C. 155, 201, 218 and 225) (ADA) provides comprehensive civil rights to individuals with disabilities in the areas of employment, public accommodations, State and local government services, and telecommunications. It further provides that discrimination includes a failure to design and construct facilities for first occupancy no later than January 25, 1993 that are readily accessible to and usable by individuals with disabilities. Further, the ADA requires the removal of architectural barriers and communication barriers that are structural in nature in existing facilities, where such removal is readily achievable--that is, easily accomplished and able to be carried out without much difficulty or expense.**[24 CFR ' 570.614]**

SECTION 19

Audit Requirements

a. Limited Scope Audit - Contractor understands that Non-Federal entities that expend less than $500,000 a year in Federal awards are exempt from Federal audit requirements for that year, but records must be available to review and audit as described hereinabove at Section 16. Contractor further understands that limited scope audits can and may be required by the City for Non-Federal entities that expend less than $500,000. If the City requires such limited scope audits, same shall be performed in accordance with Office of

Management and Budget (OMB) Circular A-133 - "Audits of States, Local Governments, and Non-Profits "which rescinds Circular A-128, Audits of State and Local Governments (codified at 24 CFR Part 45) and it supersedes the prior Circular A-133, "Audits of Institutions of Higher Education and Other Non-Profit Institutions, issued April 22, 1996 (codified at 24 CFR Part 44).

b. Single Audit - Contractor further understands that Non-Federal entities that expend $500,000 or more a year in Federal awards shall have a single audit conducted pursuant to A-133, except when they elect to have a program-specific audit pursuant to and as described in A-133. Prior arrangements must be made to conduct such audit. Once the Contract is executed, Contractor understands that it is barred from considering such audit and must have a single audit conducted as described hereinabove.

SECTION 20

Labor Standards/Davis-Bacon Act

To the extent applicable, Contractor shall comply with the federal wage requirements for federally-assisted construction projects pursuant to the Davis-Bacon Act, as amended.
[24 CFR ' 570.603]

SECTION B-2

RETENTION AND ACCESSIBILITY OF RECORDS

City shall maintain fiscal records and supporting documentation for all expenditures of funds made under the Amended Purchase Order in a manner which conforms to OMB Circular A-87 or A-122, as applicable, 24 CFR 570.490 and Contract No. 70090001 (the "Contract") between the Department and the City pertaining to Community Development Programs Hurricane Ike/Dolly Funding under the Consolidated Security, Disaster Assistance and Continuing Appropriations Act of 2009 Public Law 110-329. Such records must include data on the racial, ethnic, and gender characteristics of persons who are applicants for, participants in, or beneficiaries of the funds provided under the Contract. The City shall retain such records, and any supporting documentation for the greater of: (i) five years after close-out of the Contract; (ii) if notified by the Department in writing, the date that the final audit is accepted with all audit issues resolved to the Department's satisfaction, or (iii) a date consistent with the period required by other applicable laws and regulations as described in 24 CFR 570.487 and 570.488.

City shall cooperate fully with any audit, review or investigation of the CDBG Program by the Department or any state or federal Body lawfully conducting any such audit, review or investigation and shall give the United States Department of Housing and Urban Development, the Inspector General, the General Accounting Department, the Auditor of the State of Texas, an Department or agency of the State of Texas, and the Department or any of their duly authorized representatives, access to and the right to examine all books, accounts, records, reports, files, and other papers, things or property belonging to or in use by the City pertaining to the Contract. Such rights to and access shall continue as long as the records are retained by the City. The City agrees to maintain such records in an accessible location and to provide citizens reasonable access to such records consistent with the Texas Public Information Act.

SECTION B-3

FOR INFORMATION PURPOSES ONLY. This Housing & Community Development form is given to homeowners prior to moving.

TEMPORARY RELOCATION ASSISTANCE STATEMENT

You have been referred to the Relocation Services Section of the Single Family Home Repair Program for the City of Houston Housing and Community Development Department for temporary moving assistance during the rehabilitation or reconstruction of your home. The Senior Inspector assigned to work with you is Luis Hernandez. He can be contacted at 713-868-8470. He will be available to assist you with information pertaining to your move.

Do not move without notifying Relocation Services as this may delay or jeopardize certain benefits to which you may be entitled.

Please note that any questions in reference to the work (construction) on your home should be directed to your Inspector, _____ at _____, and **NOT RELOCATION SERVICES.**

Some of the things that will be available to you through Relocation Services include:

1. **MOVING ASSSITANCE** - Relocation Services will arrange for scheduling your move and paying for your moving expenses.

2. **RENTAL ASSITANCE**- In the event that you cannot move to the home of a relative or friend, arrangements will be made for you to rent an apartment chosen on behalf of you by the City of Houston. Relocation Services will work directly with the landlord for you and the City of Houston will pay them directly for the rental. Any additional expenses incurred at your temporary residence will be your responsibility.

3. **UTILITY REIMBUSEMENT** - If the contractor working on your home requests that the utilities be left on while work is in progress, you should continue to pay your bills. The City of Houston pays **only** the utilities at the apartment that will be your temporary residence.

PLEASE NOTE ALSO: **For your mail service, you have several options:**

1) **The Post Office can hold your mail and you can pick it up from them,**
2) **Transfer your mail to your temporary dwelling,**
3) **Pick up your mail daily from your home,**
4) **Arrange to have someone collect your mail for you.**

With regard to the moving of your belongings by a professional moving company, please note the following:

1. You **must** be present at the time of the move out and at the time of the move back into your home.

2. **You must assume responsibility for items which have a high monetary or sentimental value such as: watches, rings, jewelry, guns, china, tools, antiques, heirlooms, fur coats, etc. You should pack and move these and similar items personally and you must keep them in your possession unless they are registered with the moving company with an assigned value. Neither the moving company or the City of Houston is responsible for lost money. You should have possession of and know where all money is before the moving company employees enter your home. There is a limit of approximately $.60 per lb. per item for damage claims and these claims should be made within two (2) weeks to the moving company. Your claims may be declined by the moving company and the City of Houston is not liable for any moving damages.**

3. The moving company will not move or handle flammable materials or weapons.

4. The moving company will pack your belongings and label each box with a general description of its contents.

5. If you choose, the moving company will provide you with boxes and tape so that you can pack all or some of your items. Anything that you pack is **your** responsibility.

6. The moving company will **not** remove ceiling fans, air conditioners, curtains, or shades of any type. They will move these items if they are down and ready to be moved. They will **not** re-install such items.

7. The moving company will **not** disconnect or reconnect any appliances or similar items (stove, refrigerator, washer, dryer, etc.).

8. Your refrigerator should be emptied and cleaned prior to the move. All perishable items are your responsibility and will not be packed or moved. If your refrigerator will be in storage, be sure there is no ice left in the freezer since it may run the risk of being rusted or mildewed.

9. At your temporary address, it is suggested that you unpack only those items that you will need since the move will be short term.

10. To ensure that items are not taken to storage by mistake please **set aside all medicine, medical equipment, etc. so that it will not get mixed up with the storage items.** The moving company will not go back to pull items out of storage. Under extreme circumstances, a fee will be assessed that is the responsibility of the homeowner.

11. Be sure to label or mark the location on the boxes if they will be moved to the temporary site or to storage.

12. If you decide to move with relatives and need to have some of your belongings moved to your temporary address, you must tell the moving company which items will be moved to your temporary address.

13. The moving company will not turn on your appliances, therefore all appliances are assumed to be operational upon being moved. Unless **obvious** damage occurred during the move, the appliances are assumed to be operational upon return.

MOVING BACK HOME

1. **You cannot be moved back into your home until all your utilities have been turned on**. Your contractor must contact the utility companies and present a copy of the Certificate of Compliance so that the utilities can be connected. The average time to connect is 72 hours.

2. **You are responsible for getting all utilities in your name (account) at your residence if they were cut off or the contractor had a temporary service account during construction.**

3. **Relocation Services will schedule the move back with the moving company. The moving company will not schedule the move with you until Relocation Services authorizes the move. Please do not call the moving company directly.**

This statement is being provided to you so that you will have a general understanding of the assistance that is available to you. Gerald Williams will be your best source of information for relocation benefits, so make sure you ask him any questions that you have.

If you are unable to contact him or if additional information is required, please call Ray Daniels, Administrative Supervisor, at 713-868-8321.

I have read and I fully understand the relocation services and benefits expressed in this statement.

_____

Name of Homeowner

_____

Date

EXHIBIT "C"
EQUAL EMPLOYMENT OPPORTUNITY

1. The contractor, subcontractor, vendor, supplier, or lessee will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, or age. The contractor, subcontractor, vendor, supplier, or lessee will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, religion, color, sex, national origin, or age. Such action will include, but not be limited to, the following: employment; upgrading; demotion or transfer; recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training, including apprenticeship. The contractor, subcontractor, vendor, supplier or lessee agrees to post in conspicuous places available to employees, and applicants for employment, notices to be provided by the City setting forth the provisions of this Equal Employment Opportunity Clause.

2. The contractor, subcontractor, vendor, supplier, or lessee states that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, national origin or age.

3. The contractor, subcontractor, vendor, supplier, or lessee will send to each labor union or representatives of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer advising the said labor union or worker's representative of the contractor's and subcontractor's commitments under Section 202 of Executive Order No. 11246, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

4. The contractor, subcontractor, vendor, supplier, or lessee will comply with all provisions of Executive Order No. 11246 and the rules, regulations, and relevant orders of the Secretary of Labor or other Federal Agency responsible for enforcement of the equal employment opportunity and affirmative action provisions applicable and will likewise furnish all information and reports required by the Mayor and/or Contractor Compliance Officer(s) for purposes of investigation to ascertain and effect compliance with this program.

5. The contractor, subcontractor, vendor, supplier, or lessee will furnish all information and reports required by Executive Order No. 11246, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to all books, records, and accounts by the appropriate City and Federal Officials for purposes of investigations to ascertain compliance with such rules, regulations, and orders. Compliance reports filed at such times as directed shall contain information as to the employment practice policies, program, and work force statistics of the contractor, subcontractor, vendor, supplier, or lessee.

6. In the event of the contractor's, subcontractor's, vendor's, supplier's, or lessee's non-compliance with the non-discrimination clause of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part, and the contractor, subcontractor, vendor, supplier, or lessee may be declared ineligible for further City contracts in accordance with procedures provided in Executive Order No. 11246, and such other sanctions may be imposed and remedies invoked as provided in the said Executive Order, or by rule, regulation, or order of the Secretary of Labor, or as may otherwise be provided by law.

7. The contractor shall include the provisions of paragraphs 1-8 of this Equal Employment Opportunity Clause in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontractor or purchase order as the contracting agency may direct as a means of enforcing such provisions including sanctions for noncompliance; provided, however, that in the event the contractor becomes involved in, or is threatened with litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

8. The contractor shall file and shall cause his or her subcontractors, if any, to file compliance reports with the City in the form and to the extent as may be prescribed by the Mayor. Compliance reports filed at such times as directed shall contain information as to the practices, policies, programs, and employment policies and employment statistics of the contractor and each subcontractor.

EXHIBIT "D"
MWBE REQUIREMENTS

ATTACHMENT "C"
CITY OF HOUSTON CERTIFIED M/WBE SUBCONTRACT TERMS

Contractor shall insure that all subcontracts with M/WBE subcontractors and suppliers are clearly labeled "**THIS CONTRACT IS SUBJECT TO BINDING ARBITRATION ACCORDING TO THE TEXAS GENERAL ARBITRATION ACT**" and contain the following terms:

1. Right on Time Furniture Assemblers (M/WBE subcontractor) shall not delegate or subcontract more than 50% of the work under this subcontract to any other subcontractor or supplier without the express written consent of the Mayor's Office of Business Opportunity (MOBO) Director ("the Director")

2. Right on Time Furniture Assemblers (M/WBE subcontractor) shall permit representatives of the City of Houston, at all reasonable times, to perform 1) audits of the books and records of the subcontractor, and 2) inspections of all places where work is to be undertaken in connection with this subcontract. Subcontractor shall keep such books and records available for such purpose for at least four (4) years after the end of its performance under this subcontract. Nothing in this provision shall affect the time for bringing a cause of action nor the applicable statute of limitations.

3. Within five (5) business days of execution of this subcontract, Contractor (prime contractor) and Subcontractor shall designate in writing to the Director an agent for receiving any notice required or permitted to be given pursuant to Chapter 15 of the Houston City Code of Ordinances, along with the street and mailing address and phone number of such agent.

4. As conclude by the parties to this subcontract, and as evidenced by their signatures hereto, any controversy between the parties involving the construction or application of any of the terms, covenants or conditions of this subcontract shall, on the written request of one party served upon the other or upon notice by Director served on both parties, be submitted to binding arbitration, under the Texas General Arbitration Act (Tex. Civ. Prac. & Rem. Code Ann., Ch. 171 – "the Act"). Arbitration shall be conducted according to the following procedures:

   a. Upon the decision of the Director or upon written notice to the Director form either party that a dispute ahs arisen, the Director shall notify all parties that they must resolve the dispute within thirty (30) days or the matter may be referred to arbitration.

   b. If the dispute is not resolved within the time specified, any party or the Director may submit the matter to arbitration conducted by the American Arbitration Association under the rules of the American Arbitration Association, except as other wise required by the City's contract with American Arbitration Association on file in the MOBO.

   c. Each party shall pay all fees required by the American Arbitration Association and sign a form releasing the American Arbitration Association and its arbitrators from liability for decisions reached in the arbitration.

   d. In the event the American Arbitration Association no longer administers MOBO arbitration for the City, the Director shall prescribe alternate procedures as necessary to provide arbitration by neutrals in accordance with the requirements of Chapter 15 of the Houston City Code of Ordinances.

These provisions apply to goal-oriented contracts. A goal oriented contract means any contract for the supply of goods or non-personal or non-professional services in excess of $100,000.00 for which competitive bids are required by law; not within the scope of the MBE/WBE program of the United States Environmental Protection Agency on the United States Department of Transportation; and ;, which the City Purchasing Agent has determined to have significant M/WBE subcontracting potential in fields which there are an adequate number on known MBEs and/or WBE's to compete for City contract.

The M/WBE policy of the City of Houston will be discussed during the pre-bid. For information assistance, and/or to receive a copy of the MOBO policy and/or ordinance contact MOBO at (832) 393-0600, 611 Walker, 7th Floor, Houston, Texas 77002.

ATTACHMENT "D"

CITY OF HOUSTON
MAYOR'S OFFICE OF BUSINESS OPPORTUNITY & CONTRACT COMPLIANCE
M/WBE UTILIZATION REPORT

Report Period _____

PROJECT NAME & NUMBER: _____ AWARD DATE: _____

PRIME CONTRACTOR: _____ CONTRACT No.: _____

ADDRESS: _____ CONTRACT AMOUNT: _____

LIAISON/PHONE No.: _____ M/WBE GOAL: _____

M/WBE SUB/VENDOR NAME	DATE OF MOBO CERTIFICATION	DATE OF SUBCONTRACT	SUBCONTRACT AMOUNT	% OF TOTAL CONTRACT	AMOUNT PAID TO DATE	% OF CONTRACT TO DATE

Use additional pages if needed. Submit by the 15th day of the following month.
Provide support documentation on all revenues paid to end of the report period to M/WBEs to reflect up/down variances on contract amount

MOBO
ATTN: Carlecia D. Wright, 832-393-0600
611 Walker, 7th Floor
Houston, Texas 77002

EXHIBIT "E"
DRUG POLICY COMPLIANCE AGREEMENT

I, William Boardman Senior Vice President as an owner or officer of
(Name) (Print/Type) (Title)

Genesee Houston Movers, Inc. (Contractor)
(Name of Company)

have authority to bind Contractor with respect to its bid, offer or performance of any and all contracts it may enter into with the City of Houston; and that by making this Agreement, I affirm that the Contractor is aware of and by the time the contract is awarded will be bound by and agree to designate appropriate safety impact positions for company employee positions, and to comply with the following requirements before the City issues a notice to proceed:

1. Develop and implement a written Drug Free Workplace Policy and related drug testing procedures for the Contractor that meet the criteria and requirements established by the Mayor's Amended Policy on Drug Detection and Deterrence (Mayor's Drug Policy) and the Mayor's Drug Detection and Deterrence Procedures for Contractors (Executive Order No. 1-31).

2. Obtain a facility to collect urine samples consistent with Health and Human Services (HHS) guidelines and a HHS certified drug testing laboratory to perform the drug tests.

3. Monitor and keep records of drug tests given and the results; and upon request from the City of Houston, provide confirmation of such testing and results.

4. Submit semi-annual Drug Policy Compliance Declarations.

I affirm on behalf of the Contractor that full compliance with the Mayor's Drug Policy and Executive Order No. 1-31 is a material condition of the contract with the City of Houston.

I further acknowledge that falsification, failure to comply with or failure to timely submit declarations and/or documentation in compliance with the Mayor's Drug Policy and/or Executive Order No. 1-31 will be considered a breach of the contract with the City and may result in non-award or termination of the contract by the City of Houston.

Date 11-30-12

Contractor Name Genesee Houston Movers, Inc

Signature William Boardman

Title Senior Vice President

EXHIBIT "F"
CONTRACTOR'S CERTIFICATION OF NO SAFETY IMPACT POSITIONS IN PERFORMANCE OF A CITY CONTRACT

I, William Bergman Senior Vice President
(Name)(Print/Type) **(Title)**

as an owner or officer of Genesec Houston Movers, Inc. (Contractor) have authority to bind the Contractor with respect to its bid, and I hereby certify that Contractor has no employee safety impact positions as defined in §5.18 of Executive Order No. 1-31 that will be involved in performing this City Contract. Contractor agrees and covenants that it shall immediately notify the City's Director of Personnel if any safety impact positions are established to provide services in performing this City Contract.

1-30-12
Date

Genesec Houston Movers, Inc.
Contractor Name

William Bergman
Signature

Senior Vice President
Title

CONTRACTOR'S CERTIFICATION OF NON-APPLICATION OF CITY OF HOUSTON DRUG DETECTION AND DETERRENCE PROCEDURES FOR CONTRACTORS

I, _____
(NAME) **(PRINT/TYPE)**

as an owner or officer of _____ (Contractor) have authority to bind the Contractor with respect to its bid, and I hereby certify that Contractor has fewer than fifteen (15) employees during any 20-week period during a calendar year and also certify that Contractor has no employee safety impact positions as defined in 5.18 of Executive Order No. 1-31 that will be involved in performing this City Contract. Safety impact position means a Contractor's employment position involving job duties that if performed with inattentiveness, errors in judgment, or diminished coordination, dexterity, or composure may result in mistakes that could present a real and/or imminent threat to the personal health or safety of the employee, co-workers, and/or the public.

_____
DATE

_____
CONTRACTOR NAME

_____
SIGNATURE

_____
TITLE

EXHIBIT "G"
DRUG POLICY COMPLIANCE DECLARATION

I, William Bergman Senior Vice President as an owner or officer of
(Name) (Print/Type) (Title)

Graebel Houston Movers, Inc. (Contractor or Vendor)
(Name of Company)

have personal knowledge and full authority to make the following declarations:

This reporting period covers the preceding 6 months from June to November, 20 12.

WB Initials — A written Drug Free Workplace Policy has been implemented and employees notified. The policy meets the criteria established by the Mayor's Amended Policy on Drug Detection and Deterrence (Mayor's Policy).

WB Initials — Written drug testing procedures have been implemented in conformity with the Mayor's Drug Detection and Deterrence Procedures for Contractors, Executive Order No. 1-31. Employees have been notified of such procedures.

WB Initials — Collection/testing has been conducted in compliance with federal Health and Human Services (HHS) guidelines.

WB Initials — Appropriate safety impact positions have been designated for employee positions performing on the City of Houston contract. The number of employees in safety impact positions during this reporting period is 50.

WB Initials — From June, 2012 (Start date) to November 2012 (End date) the following test has occurred

	Random	Reasonable Suspicion	Post Accident	Total
Number Employees Tested	10	0	2	12
Number Employees Positive	0	0	0	0
Percent Employees Positive	0	0	0	0

N/A Initials — Any employee who tested positive was immediately removed from the City worksite consistent with the Mayor's Policy and Executive Order No. 1-31.

WB Initials — I affirm that falsification or failure to submit this declaration timely in accordance with established guidelines will be considered a breach of contract.

I declare under penalty of perjury that the affirmations made herein and all information contained in this declaration are within my personal knowledge and are true and correct.

11-30-12
(Date)

William Bergman
(Typed or Printed Name)

William Bergman
(Signature)

Senior Vice President
(Title)

EXHIBIT "H"
FEES AND COSTS

BID ITEM	DESCRIPTION	UNIT	UNIT PRICE
YEAR 1 MOVE OUT, MOVING & PACKING OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST) AND (SOUTHWEST) QUADRANTS).			
1	Moving & Packing Services for One (1) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc. in accordance with the scope of services/specifications.	LS	$900.00
2	Moving & Packing Services for One (1) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc. in accordance with the scope of services/specifications.	LS	$810.00
3	Moving & Packing Services for One (1) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relatives home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc. in accordance with the scope of services/ specifications.	LS	$940.00
4	Moving & Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc. in accordance with the scope of services/specifications.	LS	$1,305.00
5	Moving & Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,215.00
6	Moving & Packing Services for Two (2) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relatives home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$1,345.00
7	Moving & Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,740.00
8	Moving & Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc. in accordance with the scope of services/specifications.	LS	$1,620.00

9	Moving & Packing Services for Three (3) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$1,785.00
10	Moving & Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,240.00
11	Moving & Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,160.00
12	Moving & Packing Services for Four (4) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... In accordance with the scope of services/ specifications.	LS	$2,280.00
13	Moving & Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,700.00
14	Moving & Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,700.00
15	Moving & Packing Services for Five (5) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$2,740.00
BID ITEM	DESCRIPTION	UNIT	UNIT PRICE
YEAR 1 MOVE BACK, MOVING & MINIMAL PACKING OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST) AND (SOUTHWEST) QUADRANTS).			
1	Moving & Minimal Packing Services for One (1) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc. in accordance with the scope of services/specifications.	LS	$680.00
2	Moving but no Packing Services for One (1) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc. in accordance with the scope of services/specifications.	LS	$360.00

3	Moving & Minimal Packing Services for one (1) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$720.00
4	Moving & Minimal Packing Services for two (2) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$830.00
5	Moving but no Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$540.00
6	Moving & Minimal Packing Services for two (2) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$870.00
7	Moving & Minimal Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,040.00
8	Moving but no Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$720.00
9	Moving & Minimal Packing Services for three 3 Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,080.00
10	Moving & Minimal Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,240.00
11	Moving but no Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc. in accordance with the scope of services/specifications.	LS	$880.00

12	Moving & Minimal Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,280.00
13	Moving & Minimal Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,450.00
14	Moving but no Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,200.00
15	Moving & Minimal Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,490.00

BID ITEM	DESCRIPTION	UNIT	UNIT PRICE
YEAR 1 STORAGE OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST) AND (SOUTHWEST) QUADRANTS).			
1	Storage Fee (Monthly) for one (1) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$60.00
2	Storage Fee (Monthly) for Two (2) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$90.00
3	Storage Fee (Monthly) for Three (3) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$120.00
4	Storage Fee (Monthly) for Four (4) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$160.00
5	Storage Fee (Monthly) for FIVE (5) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$200.00

BID ITEM	DESCRIPTION	UNIT	UNIT PRICE
YEAR 2 OPTION YEAR 1 MOVE OUT, MOVING & PACKING OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST) AND (SOUTHWEST) QUADRANTS).			
1	Moving & Packing Services for One (1) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc.. in accordance with the scope of services/specifications.	LS	$900.00

2	Moving & Packing Services for One (1) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$810.00
3	Moving & Packing Services for One (1) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$940.00
4	Moving & Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,305.00
5	Moving & Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,215.00
6	Moving & Packing Services for Two (2) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$1,345.00
7	Moving & Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications..	LS	$1,740.00
8	Moving & Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,620.00
9	Moving & Packing Services for Three (3) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$1,785.00
10	Moving & Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,240.00

11	Moving & Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,160.00
12	Moving & Packing Services for Four (4) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$2,280.00
13	Moving & Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,700.00
14	Moving & Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,700.00
15	Moving & Packing Services for Five (5) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$2,740.00

BID ITEM	DESCRIPTION	UNIT	UNIT PRICE
YEAR 2 OPTION YEAR 1 MOVE BACK, MOVING & MINIMAL PACKING OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST) AND (SOUTHWEST) QUADRANTS).			
1	Moving & Minimal Packing Services for One (1) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$680.00
2	Moving but no Packing Services for One (1) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$360.00
3	Moving & Minimal Packing Services for one (1) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$720.00

4	Moving & Minimal Packing Services for two (2) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$830.00
5	Moving but no Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$540.00
6	Moving & Minimal Packing Services for two (2) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$870.00
7	Moving & Minimal Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,040.00
8	Moving but no Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$720.00
9	Moving & Minimal Packing Services for three 3 Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,080.00
10	Moving & Minimal Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,240.00
11	Moving but no Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$880.00
12	Moving & Minimal Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,280.00

13	Moving & Minimal Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,450.00
14	Moving but no Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,200.00
15	Moving & Minimal Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,490.00

BID ITEM	DESCRIPTION	UNIT	UNIT PRICE
YEAR 2 OPTION YEAR 1 STORAGE OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST) AND (SOUTHWEST) QUADRANTS).			
1	Storage Fee (Monthly) for one (1) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$60.00
2	Storage Fee (Monthly) for Two (2) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$90.00
3	Storage Fee (Monthly) for Three (3) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$120.00
4	Storage Fee (Monthly) for Four (4) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$160.00
5	Storage Fee (Monthly) for FIVE (5) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$200.00

BID ITEM	DESCRIPTION	UNIT	UNIT PRICE
YEAR 3 OPTION YEAR 2 MOVE OUT MOVING & PACKING OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST) AND (SOUTHWEST) QUADRANTS).			
1	Moving & Packing Services for One (1) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$945.00
2	Moving & Packing Services for One (1) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$850.00

3	Moving & Packing Services for One (1) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$985.00
4	Moving & Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,370.00
5	Moving & Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,275.00
6	Moving & Packing Services for Two (2) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$1,410.00
7	Moving & Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,825.00
8	Moving & Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,700.00
9	Moving & Packing Services for Three (3) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$1,875.00
10	Moving & Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,350.00
11	Moving & Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,270.00
12	Moving & Packing Services for Four (4) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$2,395.00

13	Moving & Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,835.00
14	Moving & Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,835.00
15	Moving & Packing Services for Five (5) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$2,875.00

BID ITEM	DESCRIPTION	UNIT	UNIT PRICE

YEAR 3 OPTION YEAR 2 MOVE BACK, MOVING & MINIMAL PACKING OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST), AND (SOUTHWEST) QUADRANTS.

1	Moving & Minimal Packing Services for One (1) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$715.00
2	Moving but no Packing Services for One (1) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$380.00
3	Moving & Minimal Packing Services for one (1) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$755.00
4	Moving & Minimal Packing Services for two (2) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$870.00
5	Moving but no Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$565.00
6	Moving & Minimal Packing Services for two (2) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$915.00

7	Moving & Minimal Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,090.00
8	Moving but no Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$755.00
9	Moving & Minimal Packing Services for three 3 Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,135.00
10	Moving & Minimal Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,300.00
11	Moving but no Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$925.00
12	Moving & Minimal Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,345.00
13	Moving & Minimal Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,525.00
14	Moving but no Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,260.00
15	Moving & Minimal Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,565.00

BID ITEM	DESCRIPTION	UNIT	UNIT PRICE
YEAR 3 OPTION YEAR 2 STORAGE OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST), AND (SOUTHWEST) QUADRANTS.			
1	Storage Fee (Monthly) for one (1) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$75.00
2	Storage Fee (Monthly) for Two (2) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$110.00
3	Storage Fee (Monthly) for Three (3) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$150.00
4	Storage Fee (Monthly) for Four (4) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$200.00
5	Storage Fee (Monthly) for FIVE (5) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$250.00
BID ITEM	DESCRIPTION	UNIT	UNIT PRICE
YEAR 4 OPTION YEAR 3 MOVE OUT MOVING & PACKING OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST), AND (SOUTHWEST) QUADRANTS.			
1	Moving & Packing Services for One (1) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$985.00
2	Moving & Packing Services for One (1) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$885.00
3	Moving & Packing Services for One (1) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$1,025.00
4	Moving & Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,425.00
5	Moving & Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,325.00

6	Moving & Packing Services for Two (2) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$1,465.00
7	Moving & Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,900.00
8	Moving & Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,770.00
9	Moving & Packing Services for Three (3) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$1,950.00
10	Moving & Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,445.00
11	Moving & Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,360.00
12	Moving & Packing Services for Four (4) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$2,490.00
13	Moving & Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,950.00
14	Moving & Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,950.00

15	Moving & Packing Services for Five (5) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$2,990.00

BID ITEM	DESCRIPTION	UNIT	UNIT PRICE

YEAR 4 OPTION YEAR 3 MOVE BACK MOVING & MINIMAL PACKING OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST), AND (SOUTHWEST) QUADRANTS.

1	Moving & Minimal Packing Services for One (1) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$745.00
2	Moving but no Packing Services for One (1) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$395.00
3	Moving & Minimal Packing Services for one (1) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$795.00
4	Moving & Minimal Packing Services for two (2) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$905.00
5	Moving but no Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$590.00
6	Moving & Minimal Packing Services for two (2) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$950.00
7	Moving & Minimal Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,135.00

8	Moving but no Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$785.00
9	Moving & Minimal Packing Services for three 3 Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,180.00
10	Moving & Minimal Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,350.00
11	Moving but no Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$960.00
12	Moving & Minimal Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,400.00
13	Moving & Minimal Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,585.00
14	Moving but no Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,310.00
15	Moving & Minimal Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,630.00

BID ITEM	DESCRIPTION	UNIT	UNIT PRICE

YEAR 4 0PTION YEAR 3 STORAGE OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST), AND (SOUTHWEST) QUADRANTS.

1	Storage Fee (Monthly) for one (1) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$75.00
2	Storage Fee (Monthly) for Two (2) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$110.00

3	Storage Fee (Monthly) for Three (3) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$150.00
4	Storage Fee (Monthly) for Four (4) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$200.00
5	Storage Fee (Monthly) for FIVE (5) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$250.00

BID ITEM	DESCRIPTION	UNIT	UNIT PRICE
YEAR 5 OPTION YEAR 4 MOVE OUT MOVING & PACKING OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST), (SOUTHWEST) QUADRANTS.			
1	Moving & Packing Services for One (1) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,025.00
2	Moving & Packing Services for One (1) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$920.00
3	Moving & Packing Services for One (1) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$1,065.00
4	Moving & Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,480.00
5	Moving & Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,380.00
6	Moving & Packing Services for Two (2) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$1,525.00

7	Moving & Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,975.00
8	Moving & Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,840.00
9	Moving & Packing Services for Three (3) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$2,030.00
10	Moving & Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,545.00
11	Moving & Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$2,455.00
12	Moving & Packing Services for Four (4) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$2,590.00
13	Moving & Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from Client's Original Residence to temporary Location (house or apartment). Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$3,070.00
14	Moving & Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from Client's Original Residence to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$3,070.00
15	Moving & Packing Services for Five (5) Bedroom House. This includes moving packed household goods from the Clients Original Resident to both a temporary location (house, apartment or relative's home) and a portion of the packed household goods to storage. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/ specifications.	LS	$3,110.00

BID ITEM	DESCRIPTION	UNIT	UNIT PRICE

YEAR 5 OPTION YEAR 4 MOVE BACK MOVING & MINIMAL PACKING OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST), (SOUTHWEST) QUADRANTS.

1	Moving & Minimal Packing Services for One (1) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$775.00
2	Moving but no Packing Services for One (1) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$410.00
3	Moving & Minimal Packing Services for one (1) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$825.00
4	Moving & Minimal Packing Services for two (2) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$940.00
5	Moving but no Packing Services for Two (2) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$615.00
6	Moving & Minimal Packing Services for two (2) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$990.00
7	Moving & Minimal Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,180.00
8	Moving but no Packing Services for Three (3) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$815.00
9	Moving & Minimal Packing Services for three 3 Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,225.00
10	Moving & Minimal Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,405.00

11	Moving but no Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,000.00
12	Moving & Minimal Packing Services for Four (4) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of Services/specifications.	LS	$1,455.00
13	Moving & Minimal Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from temporary Location (house or apartment) back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,650.00
14	Moving but no Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,360.00
15	Moving & Minimal Packing Services for Five (5) Bedroom House. This includes moving all packed household goods from both a temporary Location (house or apartment) and a portion of the household goods from storage back to Client's repaired or reconstructed residence. Additionally, this includes all labor, transportation, fuel, equipment, personnel, boxes, labels, tape, packing paper etc... in accordance with the scope of services/specifications.	LS	$1,695.00

BID ITEM	DESCRIPTION	UNIT	UNIT PRICE

YEAR 5 OPTION YEAR 4 STORAGE OF HOUSEHOLD GOODS (NORTHEAST), (SOUTHEAST), (NORTHWEST), (SOUTHWEST) QUADRANTS.

1	Storage Fee (Monthly) for one (1) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$85.00
2	Storage Fee (Monthly) for Two (2) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$125.00
3	Storage Fee (Monthly) for Three (3) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$165.00
4	Storage Fee (Monthly) for Four (4) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$220.00
5	Storage Fee (Monthly) for FIVE (5) Bedroom House, includes receiving, containerizing and storing in accordance with the scope of services/specifications	EA	$275.00

EXHIBIT "I"
PAY OR PLAY PROGRAM

FORM POP 2 (DOCUMENT 00630)

CERTIFICATION OF AGREEMENT TO COMPLY WITH PAY OR PLAY PROGRAM

Contractor Name: GRAEBEL HOUSTON MOVERS, INC. $ 662,435.00
(Contractor/Subcontractor) (Amount of Contract)

Contractor Address: 10901 TANNER ROAD, HOUSTON, TX 77041

Project No.: [GFS/CIP/AIP/File No.] _____

Project Name: [Legal Project Name] _____

In accordance with the City of Houston Pay or Play Program authorized by Ordinance 2007-534, Contractor agrees to abide by the terms of this Program. This certification is required of all contractors for contracts subject to the program. You must agree EITHER to PAY or to PLAY for each covered employee, including those of subcontractors subject to the program.

[X] Yes [ ] No Contractor agrees to Pay $1.00 per hour for work performed by covered employees, including compliance for covered subcontractors' employees and contract labor, under the contract with the City.

[X] Yes [ ] No Contractor agrees to offer health benefits to each covered employee, including compliance by the covered subcontractors that meet or exceed the following criteria:

(1) the employer will contribute no less than $150 per employee per month toward the total premium cost; and
(2) the employee contribution, if any amount, will be no greater than 50% of the total premium cost.

[X] Yes [ ] No Contractor agrees to pay on behalf of some covered employees and contract labor and play on behalf of other covered employees, in accordance with program requirements, including subcontractors' employees, if applicable

[ ] Yes [X] No If contract labor is utilized the Contractor agrees to report hours worked by the contract laborer and Pay $1.00 per hour for work performed.

[X] Yes [ ] No Contractor will comply with all provisions of the Pay or Play Program and will furnish all information and reports requested to determine compliance with program provisions.

[X] Yes [ ] No For Prime Contractors Only: Contractor will file compliance reports with the City, which will include activity for subcontractors subject to the program, in the form and to the extent requested by the administering department or the Affirmative Action and Contract Compliance Office. Compliance reports shall contain information including, but not limited to, documentation showing employee health coverage and employee work records.

Following Information is Mandatory	Prime Contractor	Sub-Contractor
Total No. Of Employees on City Job	10	30
No. Of Employees-"Playing"	10	0
No. Of Employees –"Paying"	0	30
No. Of Employees "Exempt"	0	0

I hereby certify that the above information is true and correct.

William Bergman 11-30-12
CONTRACTOR (Signature) DATE

William Bergman Senior Vice President
NAME AND TITLE (Print or type)

Stacy Killebrew
Client Representative

Marsh USA Inc.
1225 17th Street
Suite 2100
Denver, CO 80202-5534
+1 303 308 4623
stacy.killebrew@marsh.com
www.marsh.com

MARSH

December 4, 2012

Ms. Judi Alva
Graebel Companies, Inc.
16346 E. Airport Circle
Aurora, CO 80011

Subject: Platte River Insurance Company / New Bond
Principal: Graebel Houston Movers, Inc.
Obligee: City of Houston
Bond Description: Performance
Bond Amount: $662,435.00
Bond Number: 41266849

Dear Judi:

Please find enclosed the above-referenced bond. Please have the bond signed, sealed, and forwarded to the Obligee for acceptance and filing. We will be sending you our invoice for this bond issuance in the amount of $13,249.00. Marsh will receive 32.5% of this amount from the surety company. Your payment of this invoice constitutes your agreement of our compensation for this bond.

In the event that you do not accept and file the bond with the Obligee, please return this original document to Marsh so that we can notify the surety company that the bond was not accepted and filed; otherwise, the surety company will process a premium billing for the bond.

Marsh & McLennan Companies, Inc. and its subsidiaries own equity interests in certain insurers and have contractual arrangements with certain insurers and wholesale brokers. Information regarding such interests and contracts is available at http://global.marsh.com/about/Transparency.php.

If you have any questions, please feel free to contact me. Thank you for allowing Marsh to service your surety needs.

Sincerely,

Stacy Killebrew
Client Representative

Enclosure

PERFORMANCE BOND

Bond No. 41266849

THE STATE OF TEXAS §

§ KNOW ALL MEN BY THESE PRESENTS:

THE COUNTY OF HARRIS §

THAT WE, Graebel Houston Movers, Inc., as Principal, hereinafter called "Contractor" and the other subscriber hereto Platte River Insurance Company as Surety, do hereby acknowledge ourselves to be held and firmly bound to the City of Houston, a municipal corporation, in the sum of Six Hundred Sixty Two Thousand Four Hundred Thirty Five and 00/100 Dollars ($ 662,435.00) for the payment of which sum, well and truly to be made to the City of Houston and its successors, the said Contractor and Surety do bind themselves, their heirs, executors, administrators, successors, and assigns, jointly and severally.

THE CONDITIONS OF THIS OBLIGATION ARE SUCH THAT:

WHEREAS, the Contractor has on or about this day executed a Contract in writing with the City of Houston for Moving & Storage of Household Goods for Housing and Community Development Department

all of such work to be done as set out in full in said Contract Documents therein referred to and adopted by the City Council, all of which are made a part of this instrument as fully and completely as if set out in full herein.

NOW THEREFORE, if the said Contractor shall faithfully and strictly perform Contract in all its terms, provisions, and stipulations in accordance with its true meaning and effect, and in accordance with the Contract Documents referred to therein and shall comply strictly with each and every provision of Contract and with this bond, then this obligation shall become null and void and shall have no further force and effect; otherwise the same is to remain in full force and effect.

It is further understood and agreed that the Surety does hereby relieve the City of Houston or its representatives from the exercise of any diligence whatever in securing compliance on the part of the Contractor with the terms of the Contract, and the Surety hereby waives any notice to it of any default, or delay by the Contractor in the performance of his Contract and agrees that it, the Surety, shall be bound to take notice of and shall be held to have knowledge of all acts or omissions of the Contractor in all matters pertaining to the Contract. The Surety understands and agrees that the provision in the Contract that the City of Houston shall retain certain amounts due the Contractor until the expiration of

thirty days from the acceptance of the Work is intended for the City's benefit, and the City of Houston shall have the right to pay or withhold such retained amounts or any other amount owing under the Contract without changing or affecting the liability of the Surety hereon in any degree.

It is further expressly agreed by Surety that the City of Houston or its representatives are at liberty at any time, without notice to the Surety, to make any change in the Contract Documents and in the Work to be done thereunder, as provided in the Contract, and in the terms and conditions thereof, or to make any change in, addition to, or deduction from the work to be done thereunder; and that such changes, if made, shall not in any way vitiate the obligation in this bond and undertaking or release the Surety therefrom.

It is further expressly agreed and understood that the Contractor and Surety will fully indemnify and save harmless the City of Houston from any liability, loss, cost, expense, or damage arising out of or in connection with the work done by the Contractor under the Contract.

If the Contract Price is greater that $1.2 million and in the event that the City of Houston shall bring any suit or other proceeding at law on the Contract or this bond or both, the Contractor and Surety agree to pay to the City the sum of 10 percent of whatever amount may be recovered by the City in suit or legal proceeding, which sum of 10 percent is agreed by all parties to be indemnity to the City for the expense of or time consumed by its City Attorney, his assistants, and office force, and other cost and damage occasioned to the City. This amount of 10 percent is fixed and liquidated by the parties, it being agreed by them that the exact damage to the City would be difficult to ascertain.

This bond and all obligations created hereunder shall be performable in Harris County, Texas. This bond is given in compliance with the provisions of Article 5160, Revised Civil Statutes of Texas, as amended, which is incorporated herein by this reference. However, all of the express provisions hereof shall be applicable whether or not within the scope of said statute.

Notices required or permitted hereunder shall be in writing and shall be deemed delivered when actually received or, if earlier, on the third day following deposit in a United States Postal Service post office or receptacle, with proper postage affixed (certified mail, return receipt requested), addressed to the respective other party at the address prescribed in the Contract Documents, or at such other address as the receiving party may hereafter prescribe by written notice to the sending party.

IN WITNESS THEREOF, the said Contractor and Surety have signed and sealed this instrument on the respective dates written below their signatures and have attached current Power of Attorney.

ATTEST, SEAL: (if a corporation)
WITNESS: (if not a corporation)

By: Judith J. Alva
Name: Judith J. Alva
Title: Admin. Assistant

ATTEST/WITNESS: (SEAL)

By: _____
Name: Kathleen K. Freund
Title: Attorney-in-Fact
Date: 12/04/2012

Graebel Houston Movers, Inc.
(Name of Contractor)

By: _____
Name: Richard L Payne
Title: SVP, Risk + Safety
Date: 12/5/12

Platte River Insurance Company
(Full Name of Surety)

16625 Redmond Way, Suite M
(Address of Surety for Notice)

Redmond, WA 98052

By: Stacy Killebrew
Name: Stacy Killebrew
Title: Attorney-in-Fact
Date: 12/04/2012

This Ordinance and/or Contract have been reviewed as to form by the undersigned legal assistant and has been found to meet established Legal Department criteria. The Legal Department has not reviewed the content of these documents.

2-27-13
Date

Legal Assistant

"Pursuant to Attached Rider"

END OF DOCUMENT

PLATTE RIVER INSURANCE COMPANY
POWER OF ATTORNEY

41266849

KNOW ALL MEN BY THESE PRESENTS, That the **PLATTE RIVER INSURANCE COMPANY**, a corporation of the State of Nebraska, having its principal offices in the City of Middleton, Wisconsin, does make, constitute and appoint

——————KATHLEEN K. FREUND; MARGARITA HOLGUIN; STACY KILLEBREW; JOSEPH R. POPLAWSKI——————

its true and lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf, as surety, and as its act and deed, any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of

----------ALL WRITTEN INSTRUMENTS IN AN AMOUNT NOT TO EXCEED: $20,000,000.00----------

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of **PLATTE RIVER INSURANCE COMPANY** at a meeting duly called and held on the 8th day of January, 2002.

"**RESOLVED**, that the President, and Vice-President, the Secretary or Treasurer, acting individually or otherwise, be and they hereby are granted the power and authorization to appoint by a Power of Attorney for the purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, one or more vice-presidents, assistant secretaries and attorney(s)-in-fact, each appointee to have the powers and duties usual to such offices to the business of the Corporation; the signature of such officers and the seal of the Corporation may be affixed to such power of attorney or to any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Corporation in the future with respect to any bond or undertaking or other writing obligatory in the nature thereof to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any of said officers, at any time."

IN WITNESS WHEREOF, the **PLATTE RIVER INSURANCE COMPANY** has caused these presents to be signed by its officer undersigned and its corporate seal to be hereto affixed duly attested, this 2nd day of May, 2011.

Attest:

Richard W. Allen III
President
Surety & Fidelity Operations

PLATTE RIVER INSURANCE COMPANY — CORPORATE — SEAL — NEBRASKA

PLATTE RIVER INSURANCE COMPANY

David F. Pauly
CEO & President

STATE OF WISCONSIN }
COUNTY OF DANE } S.S.:

On the 2nd day of May, 2011 before me personally came David F. Pauly, to me known, who being by me duly sworn, did depose and say: that he resides in the County of Dane, State of Wisconsin; that he is President of **PLATTE RIVER INSURANCE COMPANY**, the corporation described herein and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.

DANIEL W. KRUEGER

Daniel W. Krueger
Notary Public, Dane Co., WI
My Commission Is Permanent

STATE OF WISCONSIN }
COUNTY OF DANE } S.S.:

CERTIFICATE

I, the undersigned, duly elected to the office stated below, now the incumbent in **PLATTE RIVER INSURANCE COMPANY**, a Nebraska Corporation, authorized to make this certificate, **DO HEREBY CERTIFY** that the foregoing attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at the City of Middleton, State of Wisconsin this 4th day of December, 2012.

PLATTE RIVER INSURANCE COMPANY — CORPORATE — SEAL — NEBRASKA

Alan S. Ogilvie
Secretary

THIS DOCUMENT IS NOT VALID UNLESS PRINTED ON GREEN SHADED BACKGROUND WITH A RED SERIAL NUMBER IN THE UPPER RIGHT HAND CORNER. IF YOU HAVE ANY QUESTIONS CONCERNING THE AUTHENTICITY OF THIS DOCUMENT CALL 800-475-4450.

PR-POA (5-11)

Platte River **INSURANCE COMPANY**
P. O. Box 5900, Madison, WI 53705-0900
Phone: (608) 231-4450 Toll Free: (800) 475-4450

RIDER

To be attached to and form part of Bond No. 41266849

Issued to: Graebel Houston Movers, Inc. (Principal)

In favor of: City of Houston (Obligee)

It is agreed that:

(1) The underwriter gives it consent to change the Bond Amount of the above mentioned bond as follows:

Old	Bond Amount	was	Six Hundred Sixty Two Thousand Four Hundred Thirty Five and 00/100 Dollars ($662,435.00)
New	Bond Amount	is	Seven Hundred Fifty Thousand and 00/100 Dollars ($750,000.00)

Provided, however, that the liability of the underwriter under the attached bond as changed by this rider shall not be cumulative.

(2) This rider is effective at 12:01 a.m. on December 4, 2012 .

Signed, sealed and dated February 25, 2013 .

PLATTE RIVER INSURANCE COMPANY

(Witness)

Stacy Killebrew
(Signature of Attorney-In-Fact) (Seal)

Stacy Killebrew, Attorney-in-Fact
(Print Name of Attorney-in-Fact and Title)

PLATTE RIVER INSURANCE COMPANY
POWER OF ATTORNEY

41266929

KNOW ALL MEN BY THESE PRESENTS, That the **PLATTE RIVER INSURANCE COMPANY**, a corporation of the State of Nebraska, having its principal offices in the City of Middleton, Wisconsin, does make, constitute and appoint

KATHLEEN K. FREUND; MARGARITA HOLGUIN; STACY KILLEBREW; JOSEPH R. POPLAWSKI

its true and lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf, as surety, and as its act and deed, any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of

ALL WRITTEN INSTRUMENTS IN AN AMOUNT NOT TO EXCEED: $20,000,000.00

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of **PLATTE RIVER INSURANCE COMPANY** at a meeting duly called and held on the 8th day of January, 2002.

"RESOLVED, that the President, and Vice-President, the Secretary or Treasurer, acting individually or otherwise, be and they hereby are granted the power and authorization to appoint by a Power of Attorney for the purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, one or more vice-presidents, assistant secretaries and attorney(s)-in-fact, each appointee to have the powers and duties usual to such offices to the business of the Corporation; the signature of such officers and the seal of the Corporation may be affixed to such power of attorney or to any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Corporation in the future with respect to any bond or undertaking or other writing obligatory in the nature thereof to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any of said officers, at any time."

IN WITNESS WHEREOF, the **PLATTE RIVER INSURANCE COMPANY** has caused these presents to be signed by its officer undersigned and its corporate seal to be hereto affixed duly attested, this 2nd day of May, 2011.

Attest:

Richard W. Allen III
President
Surety & Fidelity Operations

PLATTE RIVER INSURANCE COMPANY

CORPORATE SEAL
PLATTE RIVER INSURANCE COMPANY
NEBRASKA

David F. Pauly
CEO & President

STATE OF WISCONSIN }
COUNTY OF DANE } S.S.:

On the 2nd day of May, 2011 before me personally came David F. Pauly, to me known, who being by me duly sworn, did depose and say: that he resides in the County of Dane, State of Wisconsin; that he is President of **PLATTE RIVER INSURANCE COMPANY**, the corporation described herein and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.

DANIEL W. KRUEGER

Daniel W. Krueger
Notary Public, Dane Co., WI
My Commission Is Permanent

STATE OF WISCONSIN }
COUNTY OF DANE } S.S.:

CERTIFICATE

I, the undersigned, duly elected to the office stated below, now the incumbent in **PLATTE RIVER INSURANCE COMPANY**, a Nebraska Corporation, authorized to make this certificate, **DO HEREBY CERTIFY** that the foregoing attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at the City of Middleton, State of Wisconsin this 25th day of February, 2013.

CORPORATE SEAL
PLATTE RIVER INSURANCE COMPANY
NEBRASKA

Alan S. Ogilvie
Secretary

THIS DOCUMENT IS NOT VALID UNLESS PRINTED ON GREEN SHADED BACKGROUND WITH A RED SERIAL NUMBER IN THE UPPER RIGHT HAND CORNER. IF YOU HAVE ANY QUESTIONS CONCERNING THE AUTHENTICITY OF THIS DOCUMENT CALL 800-475-4450.

PR-POA (5-11)

ATTACHMENT "C"
SAMPLE LETTER OF INTENT

THIS AGREEMENT IS SUBJECT TO BINDING ARBITRATION ACCORDING TO THE TEXAS GENERAL ARBITRATION ACT.

TO: **City of Houston**
Purchasing Agent

MINORITY/WOMEN BUSINESS ENTERPRISE (M/WBE) AND SUPPLIER
LETTER OF INTENT

Contract Bid Number: S23 - L24209

Bid Title: Moving & Storage of Household Goods for Housing & Community Development Dept.

Award Amount: $ 3,532,875.00

M/WBE Participation Amount: $ 282,630.00 **M/WBE GOAL:** 8%

1. Right on Time Office Furniture Assemblers agrees to perform work/supply goods and/or
Name of Minority/Women Business Enterprise

services in connection with the above-named contract and Graebel Houston Movers as:
Name of Prime Contractor

(a) _____ An Individual
(b) _____ A Partnership
(c) X A Corporation
(d) _____ A Joint Venture

2 Right on Time Office Furniture Assemblers status is confirmed by M/WBE Director made
Name of Minority/Women Business Enterprise
available through the City of Houston Affirmative Action Division. Certification # 138014

3. Graebel Houston Movers and Right on Time Office Furniture Assembleds
Name of Prime Contractor **Name of Minority/Women Business Enterprise**

intend to work on the above-named contract in accordance with the M/WBE Participation Section of the City of Houston Contract Bid Provisions.

The Terms and Conditions of Attachment "D" attached hereto are incorporated into this Letter of Intent for all purposes.

William Bergman
Signed-Prime Contractor

Senior Vice President
Title

3-12-13
Date

Signed-Minority/Women Business Enterprise

President
Title

03-12-2013
Date

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/19/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
MARSH USA INC.
1225 17TH STREET, SUITE 2100
DENVER, CO 80202-5534

401966-12345-Main-12-13 Branch #927

INSURED
GRAEBEL COMPANIES INC.
GRAEBEL MOVERS INC.
16346 EAST AIRPORT CIRCLE
AURORA, CO 80011

CONTACT NAME:
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A :	Sparta Insurance Company	20613
INSURER B :	Starr Indemnity & Liability Company	38318
INSURER C :	Interstate Fire & Casualty Co	22829
INSURER D :	Fireman's Fund Insurance Co.	21873
INSURER E :	Navigators Insurance Company	42307
INSURER F :		

COVERAGES **CERTIFICATE NUMBER:** SEA-002372615-01 **REVISION NUMBER:** 2

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	**GENERAL LIABILITY**	X		050GL00112	07/01/2012	07/01/2013	EACH OCCURRENCE	$ 1,000,000
	[X] COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 500,000
	[ ] CLAIMS-MADE [X] OCCUR						MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	$ 2,000,000
	[X] POLICY [ ] PRO-JECT [ ] LOC							$
A	**AUTOMOBILE LIABILITY**	X		050TU00112	07/01/2012	07/01/2013	COMBINED SINGLE LIMIT (Ea accident)	$ 2,000,000
B	[X] ANY AUTO			SISIGCE50026712	01/01/2012	07/01/2013	BODILY INJURY (Per person)	$
	[ ] ALL OWNED AUTOS [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[ ] HIRED AUTOS [ ] NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
	[X] Motor Carrier							$
C	[ ] **UMBRELLA LIAB** [X] OCCUR			PFX00024180382	01/01/2012	07/01/2013	EACH OCCURRENCE	$ 10,000,000
D	[X] **EXCESS LIAB** [ ] CLAIMS-MADE			SHX00031912173	01/01/2012	07/01/2013	AGGREGATE	$ 10,000,000
	[ ] DED [ ] RETENTION $							$
A	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y/N			050WK00109 (DED)	07/01/2012	07/01/2013	[X] WC STATU-TORY LIMITS [ ] OTH-ER	
A	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [N] (Mandatory In NH)	N/A		050WK00110 (Retro)	07/01/2012	07/01/2013	E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
E	TRUCK CARGO			CH09ILM01350303	01/01/2012	07/01/2013	Any One Loss/Conveyance	$1,000,000
	WHSE LEGAL LIAB in Trans/Stor						Any One Loss	$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CITY OF HOUSTON IS NAMED AS ADDITIONAL INSURED AS THEIR INTERESTS MAY APPEAR TO THE GENERAL LIABILITY AND THE AUTOMOBILE LIABILITY POLICIES WITH RESPECT TO ANY AND ALL PROJECTS PERFORMED BY THE NAMED INSURED AS PER WRITTEN CONTRACT. UMBRELLA LIABILITY IS FOLLOW FORM FOR THE GENERAL LIABILITY, AUTO LIABILITY, AND EMPLOYERS' LIABILITY. WAIVER OF SUBROGATION APPLIES TO THE GENERAL LIABILITY, TRUCKERS LIABILITY AND WORKERS COMPENSATION LIABILITY POLICIES WHERE REQUIRED BY WRITTEN CONTRACT. ADDITIONAL NAMED INSURED: GRAEBEL HOUSTON MOVERS, INC. #927.

CERTIFICATE HOLDER

CITY OF HOUSTON
ATTN: ROY BREAUX
STRATEGIC PURCHASING DIVISION
901 BAGBY, CITY HALL CONCOURSE LEVEL
HOUSTON, TX 77002

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE of Marsh USA Inc.

Sharon A. Hammer

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AGENCY CUSTOMER ID: 401966

LOC #: Denver

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
MARSH USA INC.	GRAEBEL COMPANIES INC. GRAEBEL MOVERS INC. 16346 EAST AIRPORT CIRCLE AURORA, CO 80011
POLICY NUMBER	
CARRIER / NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Other

Policy Covers

INSTALLATION FLOATER

MOVING EQUIP-CONTRACTORS EQUIP

Policy Details

Insr Ltr: E (Navigators Insurance Company)

Policy Number: CH09ILM01350303

Eff. Dt. 01/01/2012 Exp. Dt. 07/01/2013

Limits

Installation Floater Limit : $10,000

Moving Equip. Limit : $10,000

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)
" Per Schedule on file with Marsh USA"
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

A. In the performance of your ongoing operations; or

B. In connection with your premises owned by or rented to you.

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WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization:
"Per Schedule on file with Marsh USA"
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us** of **Section IV – Conditions:**

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

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POLICY NUMBER: 050TU00112

COMMERCIAL AUTO
CA 04 44 03 10

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (WAIVER OF SUBROGATION)

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM
BUSINESS AUTO PHYSICAL DAMAGE COVERAGE FORM
GARAGE COVERAGE FORM
MOTOR CARRIER COVERAGE FORM
TRUCKERS COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Named Insured:	Graebel Companies, Inc
Endorsement Effective Date:	07/01/2012

SCHEDULE

Name(s) Of Person(s) Or Organization(s):
"Per Schedule on file with Marsh USA"
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The **Transfer Of Rights Of Recovery Against Others To Us** Condition does not apply to the person(s) or organization(s) shown in the Schedule, but only to the extent that subrogation is waived prior to the "accident" or the "loss" under a contract with that person or organization.

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POLICY NUMBER: 050TU00112

COMMERCIAL AUTO
CA 20 48 02 99

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED INSURED

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM
GARAGE COVERAGE FORM
MOTOR CARRIER COVERAGE FORM
TRUCKERS COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" under the Who Is An Insured Provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage Form.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Endorsement Effective: 7/1/2012
Named Insured: Graebel Companies, Inc

SCHEDULE

Name of Person(s) or Organization(s): "Per Certificates of Insurance on file with Marsh USA, Inc"

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to the endorsement.)

Each person or organization shown in the Schedule is an "insured" for Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured Provision contained in **Section II** of the Coverage Form.

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WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

SCHEDULE

"Per Schedule on file with Marsh USA"

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

Endorsement Effective 07/01/2012 Policy No. 050WK00109 Endorsement No.

Insured Graebel Companies, Inc Premium $

Insurance Company **SPARTA INSURANCE COMPANY**

1983 National Council on Compensation Insurance.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

SCHEDULE

"Per Schedule on file with Marsh USA"

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

Endorsement Effective 07/01/2012 Policy No. 050WK00110 Endorsement No.

Insured Graebel Companies, Inc Premium $

Insurance Company **SPARTA INSURANCE COMPANY**

1983 National Council on Compensation Insurance.