

Foothill-De Anza Community College District

Contract Out Work Form

College:

Space/Building:

Project Title

Briefly describe the proposed project's intent and scope:

Trades involved in project:

Check box(s) for project type:

- | | | | |
|-------------------------------------|-------------------------------------|---|---------------------------------------|
| <input type="checkbox"/> Demolition | <input type="checkbox"/> Cleaning | <input type="checkbox"/> Excavation | <input type="checkbox"/> Electrical |
| <input type="checkbox"/> Gardening | <input type="checkbox"/> Mechanical | <input type="checkbox"/> Moving Furniture | <input type="checkbox"/> Painting |
| <input type="checkbox"/> Remodel | <input type="checkbox"/> Roadway | <input type="checkbox"/> Sheetrock | <input type="checkbox"/> Tape/Texture |
| <input type="checkbox"/> Utility | <input type="checkbox"/> Walkway | | |

Project Information

1. Estimated hours of work _____
2. Construction costs/quote from contractor _____
3. Estimated duration of project (start and completion dates) _____ to _____

District Justification

This project will be contracted out because

- ☐ Project cannot be done economically by in house labor
- ☐ Not enough manpower available
- ☐ Project has too short of duration to perform in house

Director or designee: _____

Date: _____

Telephone Number: () _____