

CITY OF SANTA FE  
PURCHASING OFFICE  
Southside Museum Programming for Children 20/18/B

|   |                           |  |  |
|---|---------------------------|--|--|
| DATE: 03/24/202020<br>BID NUMBER 20/18/B<br>PREPARED BY: Jessica C. | SANTA FE CHILDRENS MUSEUM |  |  |
|---|---------------------------|--|--|

| ITEM & DESCRIPTION   | BID AMOUNT  | BID AMOUNT | BID AMOUNT |
|--|-------------|------------|------------|
| Start up cost  | \$43,795.00 |            |            |
| Cost per Month   | \$7,362.00  |            |            |
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| <b>REQUIRED DOCUMENTS</b>  |             |            |            |
|  |             |            |            |
| Curriculum Summary   | X           |            |            |
| Agreement for Use of the Space   | X           |            |            |
| 2020 Business Registration Certificate for the City of Santa Fe            | X           |            |            |
| Professional General Liability Insurance naming City of Santa Fe as binder | X           |            |            |
| IRS Certificate for Non-Profit Status (501 c3)                             | X           |            |            |
| CRS-EIN Number   | X           |            |            |
| W 9 Form   | X           |            |            |
| Executed Property Agreement between Property Owner and Program Participant | X           |            |            |
| City of Santa Fe Bid Form (filled out, 2 completed copies)                 | X           |            |            |
| Campaign Contribution Disclosure Form (filled out 1 copy)                  | X           |            |            |
| Addendum 1   | X           |            |            |
| Bid Form   | X           |            |            |
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