



Contract (Long Form)

This is a Contract between the below named Contractor (“Contractor”), [enter Legal Title], and Pacific Gas and Electric Company (“PG&E”), a California corporation with its headquarters located at 77 Beale Street, San Francisco, California 94105.

Contractor’s Legal Name:	[Name]	PG&E Contract No. [enter #]
Contractor’s Address:	[Street Address] [PO Box] [City, State Zip Code]	This Contract consists of [enter #] pages.

Project Name: [enter Name]

Job Location: [enter Location]

WORK: Contractor shall, at its own risk and expense, perform the Work described in this Contract and furnish all labor, equipment, and materials necessary to complete the Work as summarized below and as more fully described in Attachment 1, Scope of Work. This is not an exclusive Contract. This Contract does not guarantee Contractor any Work nor is there any guarantee as to any volume or duration of Work.
[Enter Work Summary here]

ATTACHMENTS: Each of the following documents is attached to this Contract and incorporated herein by this reference:

- Attachment 1: [type Scope of Work or Specific Conditions or Specification], Pages [enter # through #]
- Attachment 2: General Conditions, Pages [enter # through #]
- [Attachment X (Use for additional attachments or Delete this line)]
- [Attachment X (Use for additional attachments or Delete this line)]

CONTRACT TERM: This Contract is effective upon signature by both parties and expires on [enter Date].

COMPLETION: Contractor shall commence performance hereof when directed to do so by PG&E. Work shall be completed by the completion date of [enter Date]. Time is of the essence.

INSURANCE: Contractor shall maintain insurance in accordance with Section [enter Section # from GC’s] of the General Conditions.

TERMS OF PAYMENT: In accordance with Section [enter Section # from GC’s] of the General Conditions.

CONSIDERATION: As full consideration for satisfactory performance of the Work by Contractor, PG&E’s total obligation to Contractor shall not exceed the following amount. This amount is inclusive of all taxes incurred in the performance of the Work. Any change to this amount shall only be authorized in writing by a PG&E Contract Change Order, fully executed by both PG&E and Contractor.

TOTAL: [enter total dollar value and appropriate language based on pricing method of Work]

THE PARTIES, BY SIGNATURE OF THEIR AUTHORIZED REPRESENTATIVES, HEREBY AGREE TO THE TERMS OF THIS CONTRACT.

PACIFIC GAS AND ELECTRIC COMPANY		CONTRACTOR: [enter FIRM NAME HERE]	
Signature		Signature	
Name	[enter Name]	Name	
Title	[enter Title]	Title	
Date		Date	



ADMINISTRATION			
PG&E Negotiator	[enter Name]	Contractor Representative	
Phone	[enter #]	Phone	
Email	[enter Address]	Email	
Accounting Reference	[enter account number]		
PG&E Work Supervisor:	[enter Name]	Phone:	[enter #]
INVOICE INSTRUCTIONS: Contractor shall send invoices for each payment when due, showing the Contract number, to: PACIFIC GAS AND ELECTRIC COMPANY	Send ORIGINAL Invoice to: (See note below if using PG&E's electronic invoicing system)	PG&E Accounts Payable* PO Box 7760 San Francisco, CA 94120-7760	
	Send COPY of Invoice to:	[enter Name] [enter Street Address/Mail Code] [enter City, State Zip Code]	
	For information regarding invoice status, call PG&E's Paid Help Line at (800) 756-PAID (7243) or go to AP Web Reporting site at www.pge.com/actpay . *Note: Contractors using PG&E's electronic invoicing system do not need to mail a copy of the invoice to PG&E Accounts Payable.		

INTERNAL PG&E USE ONLY			
Distribution Date			
Distribution of Copies	<input type="checkbox"/> Document Services (Signed Original Copy) Mail Code N5D 245 MARKET ST., SAN FRANCISCO	<input type="checkbox"/> Contractor (Signed Original Copy)	
	<input type="checkbox"/> Work Supervisor	<input type="checkbox"/> Manager	
	<input type="checkbox"/> Invoice Approver	<input type="checkbox"/> Supervisor	
	<input type="checkbox"/> V.P.	<input type="checkbox"/> Sourcing/ Purchasing	
	<input type="checkbox"/> Director	<input type="checkbox"/> Law	