

**County of Orange, OC Public Works
Best Contracting Services, Inc.**

- E. The Contractor agrees that even though the County has approved payment, the County retains the right to further inspect the Work and issue correction notices.
- F. After the first payment and before making any other payment to the Contractor, the County will require that the Contractor produce and deliver to the County satisfactory proof or evidence that all labor performed and materials furnished up to the date of the preceding payment request have been fully paid for, and that as of the said date, no claims exist if that is the case. This partial release of claim must be executed with the same formality as this Contract.
- G. Upon receipt of a stop notice, the County will withhold from the Contractor an amount of money sufficient to cover the potential cost of the stop notice and the reasonable cost of any associated litigation. In order to satisfy the requirements of a stop notice, the County will refuse to release funds held in retention.
- H. The Contractor will provide an invoice on Contractor's letterhead for services rendered. Each invoice will have a number and will include the following information:
 - 1. Contractor's name and address
 - 2. Contractor's remittance address (if different from 1 above)
 - 3. Name of County department
 - 4. County Contract number
 - 5. Service date(s)
 - 6. Service description
 - 7. Contractor's Federal I. D. number
 - 8. Updated duration schedule
 - 9. An updated schedule of values
 - 10. Releases
 - 11. Total

Invoices and support documentation shall be submitted to the following address:

OC Public Works/OC Facilities
Attn: Jennifer Carroll
1143 E. Fruit Street
Santa Ana, CA 92701

- I. Contractor has the option of receiving payment directly to their bank account via an Electronic Fund Transfer (EFT) process in lieu of a check payment. Payment made via EFT will also receive Electronic Remittance Advice with the payment details via email. An email address will need to be provided to the County via an EFT Authorization Form. To request a form, please contact the DPA