

BIDDERS COMPANY NAME

REQUEST FOR PROPOSAL

#6414

FARM BUILDING REPAIRS

for:

*Staebler Farm
Superior Township*

*Washtenaw County
Parks and Recreation Commission
Ann Arbor, Michigan*

Prepared by:

Washtenaw County
Purchasing Division
Administration Building
220 N. Main B-35
Ann Arbor, MI 48104

Robert G. Devault, C.P.M.
Purchasing Manager
(734-222-6760)





**WASHTENAW COUNTY
FINANCE DEPARTMENT**

Purchasing Division

220 N. Main, Ann Arbor, MI 48104
Phone (734) 222-6760, Fax (734) 222-6764

REQUEST FOR PROPOSAL #6414

July 21, 2008

Washtenaw County Purchasing Division on behalf of the Washtenaw County Parks and Recreation Commission is issuing a Sealed Request for Proposal (RFP) #6414 for repairs to the farm buildings at the Staebler Farm.

Sealed Proposals:

Consultant will deliver **one (1) original and four (4) copies** to the following address:

**Washtenaw County
Administration Building
Purchasing Division
220 N. Main St. Room B-35
Ann Arbor, MI 48104**

by 2:00 p.m. on THURSDAY August 14, 2008

Proposals received after the above cited time will be considered a late bid and are not acceptable unless waived by the Purchasing Manager.

A **MANDATORY** pre-bid meeting and site visit to be attended by all General Contractors who will be submitting bids is scheduled for Tuesday August 5, 2008 at 2:00 PM at the old barn on the north side of Plymouth Road, east of Prospect Road. The address of the former owner, whose house is across the street is 7734 Plymouth Road. This meeting will consist of a review of the site and the bid documents.

- The envelope should be clearly marked **"SEALED RFP # 6414"**.
- Please direct purchasing and procedural questions regarding this RFP to Robert G. Devault C.P.M. at **734-222-6760** or devaultb@ewashtenaw.org.
- Please direct technical questions regarding this RFP to Richard Kent, Park Planner at **734-971-6337, ext 319** or kenr@ewashtenaw.org

Thank you for your interest.

I. PROPOSAL INFORMATION

Definitions	“Bidder”	An individual or business submitting a bid to Washtenaw County
	“Contractor”	One who contracts to perform services in accordance with a contract
	“County”	Washtenaw County in Michigan
	“WCPARC”	Washtenaw County Parks and Recreation Commission

II. PROPOSAL TERMS

A. Washtenaw County reserves the right to reject any and all proposals received as a result of this RFP. If a proposal is selected, it will be the most advantageous regarding price, quality of service, the Contractors qualifications and capabilities to provide the specified service, and other factors that the County may consider. The County does not intend to award a contract fully on the basis of any response made to the proposal; the County reserves the right to consider proposals for modifications at any time before a contract would be awarded, and negotiations would be undertaken with that contractor whose proposal is deemed to best meet the County’s specifications and needs.

B. The County reserves the right to reject any or all bids, to waive or not waive informalities or irregularities in bids or bidding procedures, and to accept or further negotiate cost, terms, or conditions of any bid determined by the County to be in the best interests of the County even though not the lowest bid.

C. Proposals must be signed by an official authorized to bind the contractor to its provisions for at least a period of 90 days. Failure of the successful bidder to accept the obligation of the contract may result in the cancellation of any award.

D. In the event it becomes necessary to revise any part of the RFP, addenda will be provided. Deadlines for submission of RFP's may be adjusted to allow for revisions. To be considered, **Five copies (5)**, the **original and four (4) copies** (one copy unbound and suitable for photocopying) must be at the County on or before the date specified.

E. Proposals should be prepared simply and economically providing a straightforward, concise description of the contractor's ability to meet the requirements of the RFP. Proposals shall be typewritten. No erasures are permitted. Mistakes may be crossed out and corrected and must be initialed in ink by the person signing the proposal.

III. PROPOSAL SPECIFICS

A. GENERAL

I. Purpose of Proposal:

The purpose of this Request for Proposal (RFP) is to obtain bids from qualified contractors to provide the labor, materials, etc. to repair the farm buildings at Staebler Farm at 7734 Plymouth Road in Superior Township. Staebler Farm is an historic farm that was owned by the Staebler family from 1912 until 2001. Donald Staebler lives in the residence on the south side of Plymouth Road opposite to where the farm buildings lie. The approximately 100 acre farm was purchased in 2001 by Washtenaw County Parks and Recreation Commission. The Commission wishes to repair the farm buildings north of Plymouth Road so that the public can visit them. The goal is to restore the buildings to a safe condition with a minimum amount of change to their overall appearance and structure while maintaining their historic integrity.

The bidder must demonstrate knowledge and considerable experience in the repair and reconstruction of historic farm structures. Bidders must complete the Experience and Qualifications section of this RFP. A Lump Sum bid price and Unit Prices are requested for construction services. Based on the response to this RFP, including experience, ability, financial standing and bid prices submitted, the County will select a contractor to provide the required services.

The County wants this work to begin on or about August 25, 2008 with substantial completion by December 31, 2008. Painting (Alternate) may be completed in spring 2009.

II. Issuing Office

The RFP is issued by the Washtenaw County Parks and Recreation Commission. All correspondence, questions and additional information regarding this RFP shall be addressed to:

Richard Kent, Park Planner
Washtenaw County Parks and Recreation Commission
PO Box 8645
Ann Arbor, Michigan 48107

Telephone: (734) 971-6337 x319
Email: kentr@ewashtenaw.org

III. Proposals

Five (5) copies of the proposal shall be submitted (one unbound for copying). The total submittal shall not be more than 10 pages (letter size) with material on two sides. To be considered, each firm must submit a complete response to this RFP using the format provided in Proposal Specifications (page 3). No other distribution of proposals is to be made by the submitter. The proposal must be signed in ink by an official authorized to bind the submitter to its provisions.

IV. Changes in RFP

Should any prospective proposer be in doubt as to the true meaning of any portion of this Request for Proposals, or should the proposer find any patent ambiguity, inconsistency or omission therein, the proposer shall make a

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written request for an official interpretation or correction. Such requests shall be submitted to the issuing office not less than seven (7) days prior to the final date of submittal of the proposals.

Such interpretation or correction, as well as any additional RFP provisions that the WCPARC may decide to include, will be made only as an addendum, which will be mailed or delivered to each firm recorded as having received a copy of the RFP. Any addendum issued by the WCPARC shall become a part of the RFP and shall be taken into account by each proposer in preparing his or her proposal.

V. Proposal Receipt

Proposals must arrive at Washtenaw County Purchasing, Administration Building, 220 N. Main, Ann Arbor, MI 48104 on or before **2:00 pm, Thursday, August 14, 2008**. Prospective firms are responsible for the timely delivery of their proposal.

VI. Disclosures

All information in a submitter's proposal is subject to disclosure under the provisions of Public Act No. 442 of 1976 known as the "Freedom of Information Act." This Act also provides for the complete disclosure of contracts and attachments thereto. All unsuccessful proposals will be retained for thirty (30) days after acceptance of the successful proposal.

VII. Type of Contract

A standard Washtenaw County Service Contract will be executed between the WCPARC and the Contractor (see Appendix A). The WCPARC reserves the right to award the total proposal, to reject any and all proposals in whole or in part, and to waive any informality or technical defects if, in the WCPARC's sole judgment, the best interests of Washtenaw County will be so served.

VIII. Cost Liability

The WCPARC assumes no responsibility or liability for costs incurred by the consultant prior to the execution of a Service Contract. The liability of the WCPARC is described in Appendix A, Service Contract.

IV. PROPOSAL SPECIFICATIONS

The proposal should include all of the following information:

- A. Bidder's Qualifications, years of experience. Describe experience in providing the level and type of service specified in the proposal.
- B. At least five (5) references covering similar services. Include company name, contact name, phone number.
- C. Contractor must complete the BIDDERS QUALIFICATION AND EXPERIENCE STATEMENT (Appendix B).
- D. Accompanying this Proposal must be a Bid Bond or Certified Check in the amount of 5% of the amount of the bid submitted, made payable to the Owner.

V. SCOPE OF SERVICES

The Contractor will provide all the materials, labor and equipment necessary to repair eight (8) farm buildings on the north side of 7734 Plymouth Road at the Staebler Farm in Superior Township:

Base Bid (Summer and Fall 2008)

Note: the numbers given correspond to the historic survey drawing (attached).

Repair/restoration of:

A. The Old Barn #11

1. Add more cable braces where needed to strengthen the barn, to make it stable for repairing.

2. Plumb the barn by pulling in the purlins and lifting the low upright; when done, bolt together split upright arch #2 east side.

3. To make the barn level, remove base beam and secure uprights to foundation and footings.

4. Repair the four principal support arches as follows:

Arch #1. Replace the wall beams and secure the upright to the foundation.

Arch #2. Repair and replace with authentic wind braces. Add an upright in the middle with wind braces to give more strength. Make a 24"x 24" x 12" deep concrete foot pad to sit it on.

Arch #3. Replace both uprights and add wind braces and cross beam. Connect the uprights and cross beam with traditional mortise and tenon joints and wooden peg fasteners. Give support and strength to the barn with steel L-bracing bolted to a cross beam and bolted to uprights, if needed. Provide middle upright, and a 24"x24"x12" deep concrete pad for it to sit on. Secure middle upright with wind braces.

Arch #4. Repair and secure to foundation. Install more cable braces as needed to keep barn stable. Additional wire bracing may be needed permanently.

5. Notch both ends of all wind braces that need to be added.

6. Strengthen wall beams that have been cut, and are no longer supporting the barn, with steel straps secured to wall beams and uprights covered by the siding.

7. All cross beams that are cut should have steel L-bracing secured to uprights.

8. When secure remove temporary bracing and the utility pole on the outside.

9. Remove wooden base beam and replace with pressure treated (wolmanized) wood. Secure uprights to concrete foundation.

10. Remove one third of loft closest to the south end to expose roof. Transfer loft logs to central portion (middle third). Keep the existing structure for the rear third portion of the loft. Secure the flooring in the remaining loft and provide access for staff.

11. Renail siding where needed. Replace bad uprights with authentic barn wood.

B. New Barn #9

1. Repair 3 uprights and straighten the remaining 2 uprights.
2. Remove interior wood (stanchions) where cows were milked to open up the area.
3. Replace missing siding on the south side, near the milk house (3 ft x 5 ft).
4. Remove wood blocking window openings. Install 4 small windows in the original openings.
5. Add trim board to small door on north side.
6. Two large doors north side of barn: one needs repairing with bottom trim board, the other door needs to be put back on its track. Repair track as needed for ease of use.
7. Renail siding where needed.

(Note: Hay and manure removal needed but not in contract)

C. Corn Crib #6

1. Straighten or repair foundation on south side.
2. Remove old wood shingles and replace with recycled, galvanized metal roofing.
3. Replace and renail siding where needed.

D. Silo #8

1. Secure from unauthorized entry with a wooden hatch or other method approved by the County.

E. Pig House #7

1. Replace 2 windows in existing openings.
2. Remove shingles and replace with recycled, galvanized metal roof.
3. Repair and add siding where needed. Renail siding where needed.

F. Horse Barn #5

1. Replace 1 window.
2. Repair bottom edge of siding with trim board around perimeter.
3. Renail siding where needed.

G. Milk House #12

1. Replace 2 windows.
2. Renail siding where needed.

H. Well House #13

1. Repair bottom edge of siding with trim board.
2. Replace window.
3. Renail siding where needed.

GENERAL (included in base bid)

1. Use authentic barn beams and wind braces to preserve the historic integrity of the structure.
2. Renail all loose siding with galvanized nails.
3. Power wash all structures inside and out.

ALTERNATE

Paint all wooden structures barn red with white trim. Paint the silo (concrete) white. Use a primer and two coats of paint. Final color selection to be approved by the County.

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Unit prices must be provided for the following:

ITEM No.	Item Description	Unit	Unit Price
1	Mobilization	Lump sum	
2	Repair to Building #11	Lump sum	
3	Repair to Building #9	Lump sum	
4	Repair to Building #6	Lump sum	
5	Repair to Building #8	Lump sum	
6	Repair to Building #7	Lump sum	
7	Repair to Building #5	Lump sum	
8	Repair to Building #12	Lump sum	
9	Repair to Building #13	Lump sum	
10	Laborer	Per hour	

Prices listed above must remain in effect through June 30, 2009.

VI. PERFORMANCE SCHEDULE

The Contractor will complete the work required for the project, except for painting within one hundred and twenty (120) days from the date of a notice to proceed.

Note

Meet for the Pre Bid meeting at the old barn on the north side of Plymouth Road, east of Prospect Road. The address of the former owner, whose house is across the street, is 7734 Plymouth Road.

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VII. SIGNATURE PAGE

The undersigned agrees to enter into an agreement with the County to provide the services required to repair the 8 farm buildings at the Staebler Farm on the north side of 7734 Plymouth Road in Superior Township, MI:

Base Bid (Lump Sum) \$ _____

Add Alternate

Painting \$ _____

Note: No plans for the structures are available. The successful bidder will be required to submit written descriptions or drawings ("shop drawings") to explain non-routine construction details (for example, joining of arch members). Commission approval is required for any deviation from the scope contained in this proposal and for any decisions relating to detailing, finishes, colors, etc.

TOTAL BID PRICE \$ _____

ABOVE AMOUNT IN WORDS _____ dollars

Signature

Date

Company Name

Print Name

Company Address

Title

City St. Zip

Telephone # Fax #

email Address

Federal Tax ID #

The above individual is authorized to sign on behalf of the company submitting proposal. This bid is valid for 90 days from the date of the above signature. **Include this signed sheet in your proposal.** Thank you.

Appendix A

STANDARD PROVISIONS FOR CONTRACTS

AGREEMENT is made this _____ day of _____, 2008, by the COUNTY OF WASHTENAW, a municipal corporation, with offices located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan ("County") and (**Name of Consultant**) located at (**Address**) ("Consultant").

In consideration of the promises below, the parties mutually agree as follows:

ARTICLE I - SCOPE OF SERVICES

The Consultant will (**SPELL OUT SCOPE OF SERVICE**)

ARTICLE II - COMPENSATION

Upon completion and acceptance of the above services and submission of proper invoices, the County will pay the Contractor, for full performance of the work, the amount of \$_____ (**spell out dollar amount**), subject to additions and deductions as documented through authorized change orders.

ARTICLE III - REPORTING OF CONSULTANT

Section 1 - The Consultant is to report to Robert L. Tetens and will cooperate and confer with him/her as necessary to insure satisfactory work progress.

Section 2 - All reports, estimates, memoranda and documents submitted by the Consultant must be dated and bear the Consultant's name.

Section 3 - All reports made in connection with these services are subject to review and final approval by the County Administrator.

Section 4 - The County may review and inspect the Consultant's activities during the term of this contract.

Section 5 - When applicable, the Consultant will submit a final, written report to the County Administrator.

Section 6 - After reasonable notice to the Consultant, the County may review any of the Consultant's internal records, reports, or insurance policies.

ARTICLE IV - TERM

This contract begins on notice to proceed after contract signing and ends on (mo/day/yr), according to the project schedule and as modified through authorized change orders.

ARTICLE V- PERSONNEL

Section 1 - The Consultant will provide the required services and will not subcontract or assign the services without the County's written approval.

Section 2 - The Consultant will not hire any County employee for any of the required services without the County's written approval.

Section 3 - The parties agree that the Consultant is neither an employee nor an agent of the County for any purpose.

Section 4 - The parties agree that all work done under this contract shall be completed in the United States and that none of the work will be partially or fully completed by either an offshore subcontractor or offshore business interest either owned or affiliated with the contractor. For purposes of this contract, the term, "offshore" refers to any area outside the contiguous United States, Alaska or Hawaii.

ARTICLE VI - INDEMNIFICATION AGREEMENT

The Consultant will protect, defend and indemnify Washtenaw County, its officers, agents, servants, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including legal fees, of whatsoever kind and nature which may result in injury or death to any persons, including the Consultant's own employees, and for loss or damage to any property, including property owned or in the care, custody or control of Washtenaw County in connection with or in any way incident to or arising out of the occupancy, use, service, operations, performance or non-performance of work in connection with this contract resulting in whole or in part from negligent acts or omissions of Consultant, any sub-Consultant, or any employee, agent or representative of the Consultant or any sub-Consultant.

ARTICLE VII- INSURANCE REQUIREMENTS

The Consultant will maintain at its own expense during the term of this Contract, the following insurance:

1. Workers' Compensation Insurance with Michigan statutory limits and Employers Liability Insurance with a minimum limit of \$100,000 each accident for any employee.
2. Comprehensive/Commercial General Liability Insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage. The County shall be added as "additional insured" on general liability policy with respect to the services provided under this contract.
3. Automobile Liability Insurance covering all owned, hired and nonowned vehicles with Personal Protection Insurance and Property Protection Insurance to comply with the provisions of the Michigan No Fault Insurance Law, including residual liability insurance with a minimum combined single limit of \$1,000,000 each accident for bodily injury and property damage.

Insurance companies, named insurers and policy forms shall be subject to the approval of the Washtenaw County Administrator. Such approval shall not be unreasonably withheld. Insurance policies shall not contain endorsements or policy conditions which reduce coverage provided to Washtenaw County. Consultant shall be responsible to Washtenaw County or insurance companies insuring Washtenaw County for all costs resulting from both financially unsound insurance companies selected by Consultant and their inadequate insurance coverage. Consultant shall furnish the Washtenaw County Administrator with satisfactory certificates of insurance or a certified copy of the policy, if requested by the County Administrator.

No payments will be made to the Consultant until the current certificates of insurance have been received and approved by the Administrator. If the insurance as evidenced by the certificates furnished by the Consultant expires or is canceled during the term of the contract, services and related payments will be suspended. Consultant shall furnish the County Administrator's Office with certification of insurance evidencing

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such coverage and endorsements at least ten (10) working days prior to commencement of services under this contract. Certificates shall be addressed to the County Administrator, P.O. Box 8645, Ann Arbor, MI, 48107, and shall provide for 30 day written notice to the Certificate holder of cancellation of coverage.

ARTICLE VIII - COMPLIANCE WITH LAWS AND REGULATIONS

The Consultant will comply with all federal, state and local regulations, including but not limited to all applicable OSHA/MIOSHA requirements and the Americans with Disabilities Act.

ARTICLE IX- INTEREST OF CONSULTANT AND COUNTY

The Consultant promises that it has no interest which would conflict with the performance of services required by this contract. The Consultant also promises that, in the performance of this contract, no officer, agent, employee of the County of Washtenaw, or member of its governing bodies, may participate in any decision relating to this contract which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested or has any personal or pecuniary interest. However, this paragraph does not apply if there has been compliance with the provisions of Section 3 of Act No. 317 of the Public Acts of 1968 and/or Section 30 of Act No. 156 of Public Acts of 1851, as amended by Act No. 51 of the Public Acts of 1978, whichever is applicable.

ARTICLE X- CONTINGENT FEES

The Consultant promises that it has not employed or retained any company or person, other than bona fide employees working solely for the Consultant, to solicit or secure this contract, and that it has not paid or agreed to pay any company or person, other than bona fide employees working solely for the Consultant, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this contract. For breach of this promise, the County may cancel this contract without liability or, at its discretion, deduct the full amount of the fee, commission, percentage, brokerage fee, gift or contingent fee from the compensation due the Consultant.

ARTICLE XI - EQUAL EMPLOYMENT OPPORTUNITY

The Consultant will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

The Consultant will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicant and the treatment of employees. Affirmative action will include, but not be limited to: Employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

The Consultant agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of the Consultant, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.

ARTICLE XII - PREVAILING WAGE RATES

The Contractor agrees that all craftsmen, mechanics and laborers it employs to work on this project shall, at a minimum, receive the prevailing wages and fringe benefits of the Building Trade Department for corresponding classes of craftsmen, mechanics and laborers for the Washtenaw County area, as determined and published by the Davis-Bacon Division of the United States Department of Labor. Contractor agrees that all subcontracts entered into by the Contractor shall contain a similar provision covering any sub-contractor's employees who perform work on this project.

ARTICLE XIII - ASSIGNS AND SUCCESSORS

This contract is binding on the County and the Consultant, their successors and assigns. Neither the County nor the Consultant will assign or transfer its interest in this contract without the written consent of the other.

ARTICLE XIV - TERMINATION OF CONTRACT

Section 1 - Termination without cause. Either party may terminate the contract by giving thirty (30) days written notice to the other party.

ARTICLE XV - EQUAL ACCESS

The Consultant shall provide the services set forth in paragraph I without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

ARTICLE XVI - OWNERSHIP OF DOCUMENTS AND PUBLICATION

All documents developed as a result of this contract will be freely available to the public. None may be copyrighted by the Consultant. During the performance of the services, the Consultant will be responsible for any loss of or damage to the documents while they are in its possession and must restore the loss or damage at its expense. Any use of the information and results of this contract by the Consultant must reference the project sponsorship by the County. Any publication of the information or results must be co-authored by the County.

ARTICLE XVII - PAYROLL TAXES

The Consultant is responsible for all applicable state and federal social security benefits and unemployment taxes and agrees to indemnify and protect the County against such liability

ARTICLE XVIII - PRACTICE AND ETHICS

The parties will conform to the code of ethics of their respective national professional associations.

ARTICLE XIX - CHANGES IN SCOPE OR SCHEDULE OR SERVICES

Changes mutually agreed upon by the County and the Consultant, will be incorporated into this contract by written amendments signed by both parties.

ARTICLE XX - CHOICE OF LAW AND FORUM

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this contract is in Washtenaw County, Michigan.

ARTICLE XXI - EXTENT OF CONTRACT

This contract represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

ATTESTED TO:

WASHTENAW COUNTY

By: _____
Lawrence Kestenbaum (DATE)
County Clerk/Register

By: _____
Robert L. Tetens (DATE)
Director, Parks & Recreation

APPROVED AS TO FORM:

CONTRACTOR

By: _____
Curtis N. Hedger (DATE)
Office of Corporation Counsel

By: _____
(CONTRACTOR'S NAME) (DATE)

Appendix B

BIDDER'S QUALIFICATION AND EXPERIENCE STATEMENT

The Owner will require supporting evidence regarding Bidder's Qualifications and competency. The Bidder will be required to furnish all of the applicable information listed below and must be submitted with the sealed bid at the time of the Bid Opening.

The Qualifications and Experience Statement (below) must be legible and signed in ink.

QUALIFICATIONS AND EXPERIENCE

The Undersigned certifies that the information provided herein is true and sufficiently complete to not be misleading.

Submitted By: _____

Name: _____

Address: _____

Telephone No. _____ Fax No. _____

Email _____

Principal Office: _____

Corporation: _____ Joint Venture: _____

Partnership: _____ Other: _____

Individual: _____

Type of Work

General: _____ Plumbing: _____

HVAC: _____ Electrical: _____

Other: _____ (Please Specify)

ORGANIZATION

How many years has your organization been in business as a Contractor?

How many years has your organization been in business under its present business name?

Under what other or former names has your organization operated?

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If your organization is a corporation, answer the following:

Date of Incorporation: _____

State of Incorporation: _____

President's Name: _____

Vice President's Name: _____

Secretary's Name: _____

Treasurer's Name: _____

If your organization is a partnership, answer the following:

Date of Organization: _____

Type of Partnership: _____

Name(s) of General Partner(s): _____

If your organization is individually owned, answer the following:

Date of Organization: _____

Name of Owner: _____

If the form of your organization is other than those listed above describe it and name the principals:

LICENSING

List jurisdiction and trade categories in which your organization is legally qualified to do business, and indicate registration or license numbers, if applicable:

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EXPERIENCE

In the space below, (or on a separate sheet) list the major construction projects your organization has completed in the past five (5) years, giving the name of the project, owner, architect/engineer, contract amount, and date of completion.

PROJECT	OWNER	ARCH/ENG	CONTRACT AMOUNT	DATE OF COMPLETION

CLAIMS AND SUITS (if the answer to any of the questions below is yes, attach details)

Has your organization ever failed to complete any work awarded to it? _____

Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or officers? _____

REFERENCES

Trade References: _____

Bank References: _____

Dated at: _____ this _____ day of _____, 20_____

Name of Organization: _____

By: _____

Title: _____

IF THIS INFORMATION IS NOT SUBMITTED WITH THE SEALED BID AT THE TIME OF BID, THE BID WILL BE CONSIDERED INCOMPLETE.

EXHIBIT A

PHOTOS & PLANS



OLD BARN



OLD BARN (ON LEFT) - NEW BARN (IN CENTER)

