# ATTACHMENT C - PROPOSAL SUBMISSION SHEET

**Page 1 - General Contractor Questionnaire**

1. Provide a brief overview of your firm including the number of years your firm has been in business.
2. Provide a list of clients for which you have provided similar services. Provide the name of the client, the type of project, and the dates of the project.
3. Showcase examples of similar projects your firm completed in the last 5 years.
4. List the individuals assigned to this project and the years of experience of each.
5. How will you staff the job from construction through warranty period?
6. How do ensure you have enough capital to pay your subcontractors?
7. Discuss your ability to complete the work in 80 calendar days or by October 6, 2023?
8. Please identify any long lead items for this project and discuss approaches to obtaining these items for this project’s construction time-period?
9. What can your firm do prior to the issuance of the building permit to make sure that work begins immediately after the permit’s release?
10. How will you manage inspections so that they will be obtained in a timely manner?
11. How will you work through completing punchwork?
12. What is your average response time for warranty work?
13. Please provide OSHA safety incident rates applicable to your organization.

# Page 2 - Exceptions

Below check the box that indicates whether or not you have exceptions to the terms in the following:

1. The Proposal document, specifically the following:

a. Scope of Work

b. Project Schedule

c. Requirements of the Contractor

d. Conflicts

2. Attachment A – Specifications and Drawings

3. Attachment D – AIA Standard Short Form of Agreement Between Owner and Contractor.

If you have exceptions, they should be clearly stated indicating whether Contractor can agree to the entire provision, only just a portion of the provision, or if Contractor wishes to suggest an alternative. If the latter, the alternative should be clearly stated. Exceptions can lead to COAERS deeming your proposal not responsive or reflect negatively on the evaluation of your proposal. Contractors not taking any exception shall so state in this section of their proposal.

Contractor has **NO** exceptions to this Proposal, Attachment A, or Attachment D.

Contractor has exceptions as indicated below:

# Page 3 – Enhancements (Cost Savings/Time Savings)

**General Enhancements**

If you believe that you can save costs, time, or otherwise improve this project, please provide your suggestions below. Please describe the improvement and the impact ($$ savings, time, etc.) for each suggestion you have.

**IT Room Enhancements**

COAERS is interested in your ideas to construct our IT server room in a way that is fire-resistant. Please describe any IT room fire-resistance/suppression ideas here IN ADDITION TO the fire suppression items for the IT room already included in Attachment A Specification and Drawings.

# Page 4 – Contractor’s Contact Information

**PRIMARY CONTACT**

Name:

Title:

Address:

City, State, Zip:

Office Telephone:

Cell Phone:

Fax:

Email Address:

**SECONDARY CONTACT**

Name:

Title:

Address:

City, State, Zip:

Office Telephone:

Cell Phone:

Fax:

Email Address:

# Page 5 - PROPOSAL SUBMISSION SHEET

By the signature hereon, Contractor certifies the following:

* All statements and information prepared and submitted in the response to this RFP are current, complete, and accurate.
* Contractor has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a COAERS Trustee, employee, or immediate family member in connection with the submitted response.
* Contractor has noted exceptions on Page 2 of this document.
* Contractor is not listed on the federal government’s terrorism watch list.
* This proposal and its terms will be honored and valid through the date of full execution of the contract.
* Prices quoted are firm and fixed.
* This proposal is complete as submitted.
* The person who signs below is authorized to represent and contractually bind the Contractor.

CONTRACTOR (COMPANY):

AUTHORIZED SIGNATURE:

NAME (TYPED/PRINTED):

TITLE:

DATE:

TELEPHONE NUMBER:

EMAIL ADDRESS:

FEDERAL TAX IDENTIFICATION NUMBER: