

DOCUMENT 00 11 00
REQUEST FOR CONTRACTOR QUALIFICATIONS

Historic Window Repair
Masonic Building: 3rd and 4th Floors
107 West Main Street
Troy, Ohio 45373

The City of Troy is seeking to prequalify contractors for a historic preservation project. The project involves the repair and restoration of historic wood windows located on the 3rd and 4th floors of a privately-owned four-story building located in downtown Troy. All work shall conform to the Secretary of the Interior's Standards for Rehabilitation.

Federal Community Development Block Grant (CDBG) funds are the source of financing for this project. The amount of funding for the project is \$20,500.00 (Twenty Thousand Five Hundred Dollars). Since the project is below \$25,000.00, the City of Troy intends to selectively quote the project to pre-qualified contractors. The eventual project will require the Contractor to conform to Davis-Bacon prevailing wage rates and provide a performance bond. The eventual project will be let under a single source contract.

Interested contractors shall complete and submit Document 00 45 13: Bidder's Qualifications to:

City of Troy
c/o James Dando
Economic Development Department
102 South Market Street
Troy, OH 45373

Qualifications shall be submitted no later than **Thursday, April 21, 2011. 1:00 PM.**
Qualifications received after 1:00 PM will be returned unopened.

Qualifications will be opened and reviewed in private, but will be available for public review after contractor's have been qualified. Submitting Document 00 45 13: Bidder's Qualifications, the Contractor agrees to allow the City of Troy to contact references listed in their qualifications packet without limitation.

Contractor's may obtain an electronic copy of Document 00 45 13: Bidder's Qualifications by contacting the Architect:

Patrick Hansford Associates
193 Cherry Drive
Centerville, Ohio 45459
Telephone: 937.438.9919
email: phansford@woh.rr.com

or by visiting the City of Troy's website <http://www.troyohio.gov/Bids.html>

The City of Troy reserves the right to reject any or all submittals, to waive any irregularities in the Bidder's Qualifications and to solely determine, who, in their opinion, is to be pre-qualified to quote the project. Due to the strict requirements of the CDBG funding for the project to conform to the Secretary of the Interior's Standards for Rehabilitation, only pre-qualified firms will be permitted to quote the project.

City of Troy is an Equal Opportunity Employer.

END OF DOCUMENT

INVITATION TO BID
00 11 00 - 1

**DOCUMENT 00 45 13
BIDDER'S QUALIFICATIONS**

1. Project Name: Historic Wood Window Repair
Masonic Building: 3rd and 4th Floors
107 West Main Street
Troy, Ohio 45373

2. Name of Bidder:

(Name - Print)

(Title)

(Company)

(Phone)

(Address)

(City/State/Zip)

(Date)

3. Answer all the following questions and give clear and comprehensive dates. If necessary, answer questions on separate attached sheets.

How many years has your organization been in business? _____

How many years under your present name? _____

How many years under a previous name? List other names.

a. Company Name

Dates

b. Company Name

Dates

c. Company Name

Dates

4. Have you ever failed to complete any work awarded to you? If yes, where and why?

5. Have you, in the previous five (5) years, been denied a contract award on which you submitted the low bid in competitive bidding or been refused prequalification? If yes, please list and describe.

6. List four or more projects listed on the National Register of Historic Places and of similar nature and scope to this project that you have completed within the past three (3) years and which were in compliance with the Secretary of the Interior's Standards.

a.

Project Name	Location
Date	Cost
Owner's Name/Phone #	

b.

Project Name	Location
Date	Cost
Owner's Name/Phone #	

c.

Project Name	Location
Date	Cost
Owner's Name/Phone #	

d.

Project Name	Location
Date	Cost
Owner's Name/Phone #	

If you wish additional projects may be listed on a separate sheet.

7. Which of the above projects required trade skills and construction practices similar to this project?

8. Provide names of key personnel to be employed on this project. Indicate the projected listed in Item 6 in which they were involved. On attached sheets, give a brief resume of each person, describing specific experience and qualifications which will indicate ability to perform work required for this project.

Name	Years of Experience	No. Years Associated with You	Projects in Item 6 on Which They Have Worked	Project Role
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a. _____

b. _____

c. _____

d. _____

e. _____

9. Will you subcontract any part of the Work? If yes, which part(s)?

Name and address of subcontractor(s)

10. Attach photographic documentation of projects listed in Item 6 that illustrates work that you have completed that is most comparable in style, technique, and workmanship for this project.

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