

NCSU Talley Student Center Bid Package 08A – Glass Assemblies Specific Questions for Prequalification to Bid

Dear Interested Subcontractor:

Thank you for your firm's interest in working with RodgersRussell DayeCo.

To be included in our subcontractor management program, each subcontractor is required to prequalify by submitting a complete Trade Contractor Prequalification Application and the Bid Notification Information. In addition to completing the aforementioned documents, you will need to submit the following required documents based on your responses:

The undersigned certifies under oath that the information provided herein is true and sufficiently complete so as not to be misleading. Please provide as much detailed information as possible on the following questions and attach to this form.

- 1. For this project all curtainwall components shall be custom shapes/extrusions and configurations as shown and dimensioned in the documents. No components shall be an assemblage of multiple pieces or utilize off the shelf items, or systems. Provide the number of years your firm has completed custom curtainwall projects of similar scope and size to that which you are bidding: _____**

Provide the following, for up to three projects, of similar scope and size:

- Project Name
 - Owner, contact name & phone number
 - Architect, contact name & phone number
 - General Contractor, contact name & phone number
 - Contract amount
 - Scope of work
 - Date completed your work
- 2. Please provide your firm's project experience installing Terra Cotta systems. Provide up to three projects for each, at least one project should include a Terra Cotta system integrated into the curtainwall design.**
 - Project Name
 - Owner, contact name & phone number
 - Architect, contact name & phone number
 - General Contractor, contact name & phone number
 - Contract amount
 - Scope of work
 - Date completed your work
 - 3. Please list any additional references including any previous Rodgers or HJ Russell projects you have completed:**
 - Project name and location
 - Project manager and/or superintendent

4. Has your firm completed a project with the University of North Carolina system (particularly North Carolina State University) or other State of North Carolina projects requiring compliance with the “Guidelines for Recruitment and Selection of Minority Businesses for Participation in State Construction Contracts”? _____

If so, provide the following for up to three projects:

- a. Project Name
- b. Owner, contact name & phone number
- c. Architect, contact name & phone number
- d. General Contractor, contact name & phone number
- e. Contract amount
- f. Scope of work
- g. Date completed your work
- h. Minority participation goal met:____%

5. Safety and Insurance Documentation

- a. Current Safety and Substance Abuse Policy
- b. OSHA 300 and 300a logs from the past three years
- c. Certificate of Insurance – Requirements are \$1M general liability (per project limits) and auto; \$3M Excess, State Statutory Limits for Worker’s Compensation

6. Financial and Bonding information:

- a. Financial Statements including most recent audited Balance Sheet and Income Statement
- b. A signed letter from your bonding agent stipulating current amount of bonding capacity per project, aggregate limit, bond rate and identifying the surety including A.M. Best Rating.
- c. Completed IRS W-9 Form, Request for Taxpayer Identification and Certification

7. Licensing and Certifications:

- a. Minority Certification Letter from Governing Authority
- b. Applicable Licenses: General Contractor’s license required for work over \$30,000.00. Licenses for work associated with architectural, electrical, mechanical and plumbing.
- c. North Carolina Business License or reciprocal License

Signature: _____ Date: _____ Telephone: _____

Name: _____ Company: _____

Prior to submitting your application, please be familiar with Rodgers Russell DayeCo bonding requirements: Separate Payment and Performance Bonds are required on all subcontracts of \$300,000 or greater. If the scope of work relates to building exterior; e.g., windows, roofing, EIFS, precast panels, brick veneer, etc., separate Payment and Performance Bonds are required regardless of the value of the scope of work.

Please submit your completed application to William Satterfield, Risk Manager, Post Office Box 18446, Charlotte, NC 28218. For additional information, feel free to contact Will at 704.537.6044 or wsatterfield@rogersbuilders.com. Once your completed application has been received by Rodgers Russell DayeCo, we will immediately begin the review process and promptly contact you regarding your approval status.

Again, thank you for your interest in working with RodgersRussell DayeCo.