APPENDIX "A" – STATEMENT OF THE BIDDER

BUSINESS AND TECHNICAL ORGANIZATION

1. Permanent Place of Business

a. Name of Bidder: _____

b. Postal Address: _____

c. Physical Address: _____

d. Telephone: _____

e. E-mail: _____

f. SAM Unique Entity ID (UEI): _____

2. Proposer References – List Below Similar Contracts Executed

Proposer must supply references of a minimum of three firms to which similar services have been provided within the past five years, of a comparable-sized institution or company. The list should be presented in the following format:

No.	Client Name / Contact Person / Telephone	Location	Type of Work	Contract Amount	Completion Date	Funding Resource (private, state or federal)
1.						
2.						
3.						

3. List Below Contracts in Hand

Proposer must supply current contracts in hand to which similar services are being provided.

No.	Name, Contact Person and Telephone	Type of Work	Contract Price	% Completed
1.				
2.				
3.				
4.				
5.				

4. Executive Summary

Provide a profile of your organization, mission and vision statements, and organizational chart.

5. Experience Description and Strategy in Providing the Services

Describe your approach to: implementation of Phases I to IV and work in or adjacent to occupied areas; roofing and waterproofing; procurement of long-lead items (impact-resistant windows, roofing materials, package A/C units); permit documentation, MOT and As-Built; daily cleaning, waste management and community relations; and safety.

6. Team Qualifications

The Proponent should provide detailed information about the experience and qualifications of the Proponent's principals, project managers, key personnel and staff to be assigned, including degrees,

certifications, licenses and years of relevant experience in terms of Federal Grants and/or FEMA and FEMA regulatory requirements. The Proponent shall specifically identify current employees who will serve as Key Personnel. This includes the Proponent's own staff and staff from any subcontractors to be used. Any subcontractors should be named, along with a description of experience and what role they will play on the Proponent's team. Attach resumes of personnel (and/or subcontractors, if any) who will be providing the services. Personnel/trade specialists: roofing and waterproofing specialist, mechanical, electrical, architectural, structural/civil, asbestos and lead-based paint abatement (authorized company), and other qualifications per trades based on the Scope of Work.

7. Warranty Period Offered

State the warranty period offered for the Work (RFP – Project Administration, item 15). The warranty period may influence the award.

Warranty period offered: _____

8. Local Participation and MWBE

Consistent with 2 CFR 200.321 and RFP – Project Administration, item 19, list below the local subcontractors and the women-owned and minority-owned firms certified by the U.S. Small Business Administration (SBA) that the Proponent proposes to use. The Section 3 Plan and the MWBE Plan (Appendix D) are required before the Contract is signed.

No.	Firm Name / Contact Person / Telephone	Local Firm (Yes / No)	SBA Certification (Women-owned / Minority-owned / None)	Scope of Work
1.				
2.				
3.				

9. Acknowledgment of Project Requirements and Addenda

By signing below, the Proponent acknowledges that it has read and priced the requirements described in "Project Administration, Permits and Contractor Responsibilities" (items 1 to 21), including permit documentation and fees, the MOT plan and As-Built drawings, daily cleaning, utilities, waste management and community relations, the payment certification conditions, the implementation of the schedule in Phases I to IV, and the Contract terms (contract type, retainage, stored materials, liquidated damages of $2,000 for each calendar day of delay, force majeure, plans and specifications, materials, local participation, MWBE and Section 3 plans, delivery of records at closeout, and the administrative trailer); that the RFP, the addenda, the questions and answers and the proposal form part of the Contract; that UCC is not responsible for the costs of preparing or negotiating the proposal; and that it received the following addenda: _____

Signature: _____ Name / Title: _____ Date: _____