

Mandatory Questions				
These questions are Pass/Fail. To be considered a responsive and responsible offeror, you must answer all questions in this section.				
DO NOT INCLUDE ANY COST INFORMATION IN YOUR RESPONSE TO THIS WORKSHEET.				
Question #	Questions per Proposal Factors/Categories	Response by Contractor. Some Answers may be Answered by a Yes or No; However, Some Questions May Require a Detailed Response	Upload Attachments with Additional Information?	Attachment File Name (Must Reference Page Number of Answer to Corresponding Question)
	<b>Proposal Factors</b>			
1	Monthly Meeting(s) Requirement: Contractor shall meet with the Project Manager or their designee to review contractual performance. The frequency may be amended by the Project Manager, as necessary, to ensure adequate contract performance.		If Desired	
2	All work shall be performed by the contractor from 7 a.m. till 6 p.m. BWW considers these hours normal business hours.		If Desired	
3	Equipment utilized by the Contractor shall have all manufacturer installed safety devices, guards, chutes, etc....		If Desired	
4	Contractor has and will have sufficient personnel and equipment to perform all requires as referenced throughout this solicitation		If Desired	
5	Describe the expertise of your work force. Supervisors, specialists, laborers, are they full time, part time, or temporary workers? How many assigned employees hold for certifications? What types of certifications do your employees hold?		If Desired	
6	Safety for all parties is paramount. What are your company's safety policies and procedures?		If Desired	
7	Describe how your company verifies that staff adequately performs work for delivery of the service(s) described under this solicitation. Also, include who within your company inspects, approves and verifies delivery of service(s) and how corrective actions with staff and services are implemented.		If Desired	
8	Describe your inventoried equipment. Describe how many dump trucks, skid steers, backhoes, flat beds, etc.... that are either owned or leased by your company?		If Desired	
9	Describe how the organizational structure will ensure orderly communications, distribution of information, effective coordination of activities, and accountability with management and labors.		If Desired	
10	Per documentation of this solicitation you must keep a sufficient work force to perform the requirements of this contract. Describe how you will continue to maintain this work force. What is your companies succession planning when an employee quits or calls out?		If Desired	
11	Submission of Supplier's Current Certificate of Insurance (COI)		Yes	
12	Submission of Supplier's Business License (General Contractor's License)		Yes	
13	Submission of Supplier's Bid Bond		Yes	
14	Supplier agrees that they have, at a miniumum, five years of experience in the landscape repairing and replacment industry.			
15	Please provide three references for jobs of similar scope and size. BWW cannot be one of your references.			