

 <p>PUBLIC BUILDING COMMISSION OF CHICAGO www.pbcchicago.com</p>	<p>REQUEST FOR STATEMENT OF QUALIFICATIONS AND FINANCIAL CONDITION ("RFSOQ")</p> <p>PRE-QUALIFICATION FOR GENERAL CONTRACTORS</p> <p>ISSUED: APRIL 24, 2015</p>
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**2015 CHICAGO PUBLIC SCHOOLS AIR-CONDITIONING PROJECT (UPDATED)
(VARIOUS SCHOOLS)**

CHICAGO, ILLINOIS

SUBMISSION DEADLINE: WEDNESDAY, MAY 6, 2015 BY 11:00AM CENTRAL TIME

RESPONDENT:	
CONTACT NAME:	
CONTACT TELEPHONE:	
CONTACT EMAIL:	
ADDRESS:	

This pre-qualification process is unique to the projects described herein and separate from other pre-qualification by the Public Building Commission. Only those contractors determined to have satisfied the criteria established by this Pre-Qualification RFSOQ will be eligible to bid on the aforementioned projects.

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KEY INFORMATION

The Public Building Commission of Chicago (“Commission” or “PBC”) invites the submission of Statement of Qualifications and Financial Condition (“RFSOQ”) from General Contractors (including firms proposing to have a controlling interest in Joint Ventures) seeking to be pre-qualified to bid on one or more of the following PBC Projects; 2015 CHICAGO PUBLIC SCHOOLS AIR-CONDITIONING PROJECT (UPDATED).

Firms seeking to be prequalified (“Respondent”) to bid on one or more of the Projects are required to submit evidence of financial capability and successful experience on comparable projects and otherwise meet all qualifications requirements as outlined herein.

1. **RESPONDENT CONTACT WITH THE PBC:** The PBC has selected the Contract Officer identified below as the *sole point of contact* regarding this Pre-Qualification. From the date of issuance until selection of the successful Contractor, Respondents communication with the PBC concerning this Pre-Qualification must be exclusively with:

Patricia Montenegro, Contract Officer
Public Building Commission of Chicago
50 West Washington, Room 200
Chicago, Illinois 60602
Fax (312) 744-3572
patricia.montenegro@cityofchicago.org

2. **SUBMISSION DEADLINE AND PROCUREMENT TIMETABLE:** The following dates are set forth for informational and planning purposes; however, the PBC reserves the right to change the dates.

- Issue RFSOQ Friday, April 24, 2015
- Questions Deadline Tuesday, April 28, 2015
- Submission Deadline Wednesday, May 6, 2015 by 11:00 AM Central Time

3. **NUMBER OF COPIES:**

Submit 1 signed original copy, bound (no spiral binding)
Submit 1 copy, bound
Submit 1 copy, unbound
Submit 5 electronic copies in PDF form (ie Compact Disc or USB Flash Drive)

4. **SUBMIT STATEMENT OF QUALIFICATIONS TO:**

Patricia Montenegro, Contract Officer
Public Building Commission of Chicago
50 West Washington Street, Room 200
Chicago, Illinois 60602

5. **RIGHT TO CANCEL:** The PBC reserves the right to cancel this procurement process whenever the best interest of the PBC is served. The PBC shall not be liable for costs incurred by Contractors associated with this procurement process.
6. **ADDENDA:** Any interpretations, corrections, or changes to the RFSOQ will be made by addenda issued by the Commission. Addenda are posted on the Commission’s website at: www.pbcchicago.com. It is the responsibility of the Respondent(s) to inquire as to the issuance of any addenda. Respondent(s) shall acknowledge receipt of all addenda in the cover letter of the response.
7. **FALSE STATEMENTS:** Any false statement(s) made by the Respondent(s) will void the response and eliminate the Respondent(s) from further consideration.

PREQUALIFICATION PROJECT SUMMARY

RESPONDENT: _____ DATE: _____

INDICATE BELOW THE PROJECT(S) FOR WHICH APPLICATION IS BEING SUBMITTED.

2015 CHICAGO PUBLIC SCHOOLS AIR-CONDITIONING PROJECT (UPDATED)

2015 CHICAGO PUBLIC SCHOOLS AIR-CONDITIONING PROJECT (UPDATED)

The 2015 CPS AC project includes electrical work and associated architectural renovations necessary to support the installation of an estimated 300 replacement Window Air Conditioning units (“ACs”) and an estimated 1100 new ACs (1-,2-ton, and split system ACs) at 35 CPS Schools. The estimated construction is \$4,500,000 million. The Construction will begin summer 2015 in June and be completed in August of 2015. The PBC anticipates awarding up to three separate contracts for this work for an estimated value of \$1,500,000 per contract (approximately 11-13 schools per bid package). Furnishing and installation of the AC units will be work provided under a separate contract and not the responsibility of the General Contractor seeking pre-qualification under this solicitation.

The project includes providing electrical infrastructure, upgrading electrical infrastructure and electrical service as required to power the ACs. Scope will include coordination of multiple phases with other contractors on site. Work must be performed in conformity with CPS construction standards (including standards for environmental abatement as required.)

Work performed by the Contractor is subject to the following requirements:

- Must be a US EPA Lead-Safe Certified Renovation Firm, and employ at least one RRP Certified Renovator; and,
- Subcontract with a licensed environmental abatement contractor to perform lead/asbestos mitigation/abatement as required to perform the scope of work.

In addition to General Liability, Automobile, Worker’s Compensation, and other required insurance coverages noted in the solicitation issued for bid, Contractor and its subcontractors and subconsultants must furnish Contractor’s Pollution Liability Insurance meeting the following minimum coverages:

- \$1M for the General Contractor
- \$2M for the Environmental subcontractor

EVALUATION OVERVIEW

I. EVALUATION PROCESS

The PBC representatives will review the submitted Statements of Qualifications in accordance with the evaluation criteria set forth herein. PBC representatives may request additional documentation and may request to meet with Respondent(s) to verify qualifications, capability, and capacity to successfully perform as a General Contractor. After evaluating all relevant information, PBC representatives will determine which Respondents are eligible for pre-qualification by each project type. The Executive Director will identify eligible firms in a report to the PBC Board of Commissioners. Once approved, Respondent(s) will be notified.

The PBC reserves the right to reject any and all Statements of Qualifications and to waive any informality in the submittals whenever it determines such rejection or waiver is in its best interest.

II. PRE-QUALIFICATION OF JOINT VENTURES

A. Evaluating Joint Venture Qualification

Joint ventures of contractors with appropriate qualifications, financial capacity and combined construction experience and capacity are eligible to be considered for this pre-qualification. Joint ventures applying for pre-qualification must complete and submit separate Sections A through H. for each joint venture partner.

A completed Section I. Disclosure Affidavit must also be submitted for the joint venture entity; and Respondent must submit a copy of the entity's joint venture agreement which clearly identifies the resources, capabilities and capacity of each joint venture firm available to be allocated to the performance of the Contract.

B. Minority-owned and Women-owned Business (MBE/WBE) Participation

It is the PBC's policy to provide for maximum contracting opportunities for MBE/WBEs on all PBC projects and MBE/WBEs are encouraged to apply to be pre-qualified to bid as General Contractors.

The PBC also strongly encourages the participation of MBEs and WBEs as joint venture site preparation and demolition contractors. Therefore, the PBC permits contractors who are pre-qualified through this process to bid as joint ventures with MBE/WBE contractors. The joint venture can be established after the pre-qualification process is concluded (but before the bid is due). The MBE/WBE joint venture partner does *not* need to be pre-qualified; however the firm with controlling interest in the joint venture must be pre-qualified.

Joint ventures of MBE/WBE contractors and non-MBE/WBE contractors are also invited to apply directly for pre-qualification.

III. EVALUATION CRITERIA

The PBC shall review and evaluate the Statement of Qualifications of each Respondent in accordance with the following criteria:

A. General Information

Eligible Respondents must possess a license to do business in the State of Illinois and have adequate bonding capacity.

B. Technical Competence and Relevant Experience (Section B. Parts I and II)

Eligible Respondents must possess verifiable experience and demonstrate past performance in the construction of comparable public or private K-12 education projects with construction costs of more than \$2,500,000.00 on which you performed as a General Contractor.

Respondents must highlight projects completed within the last 5 years that involved logistically challenging renovations to existing schools, M/E/P/FP tie-ins, and asbestos abatement. Past experience must demonstrate work performed during ongoing school operations with compressed schedules or summer critical work (specifically CPS), and renovation of selected areas within the existing school. Evidence must include description of project start and end dates, description of delays in work (if any), approach to delays, and evidence project target deadline was met. Demonstrate experience with phased construction.

Respondents must provide examples of work meeting the following criteria:

- Work In Place greater than \$250,000.00 per week,
- Project must have been for six consecutive weeks or longer; and
- Project must have been performed at multiple sites, simultaneously.

Respondents must demonstrate experience with following the EPA's Lead Renovation, Repair and Painting Rule in student-occupied facilities. Evidence must include copies of certification and training.

For each comparable project, Respondents must complete Section B. Parts I and II. Experience and Qualifications forms included in this RFSOQ.

C. Qualifications of Key Personnel

Eligible contractors must employ and have available adequately qualified and experienced Key Personnel (Project Manager/Scheduler, Superintendent, and Quality Control Manager/Safety Manager) as needed to provide required management services on this contract. Respondents must complete the Key Personnel forms included in this RFSOQ (Forms C1-C3).

D. Minority and Women Owned Business & EEO Participation

Eligible contractors must demonstrate a positive history of achieving M/WBE participation commitments on previous construction projects and demonstrate a positive history of achieving commitments made to employ minority, female and Chicago resident labor on previous construction projects.

E. Safety Program

Eligible contractors must demonstrate the quality of their overall safety program as evidenced by their history of citations, OSHA incident rate and Experience Modification Rate (EMR).

F. Legal History

Eligible contractors must demonstrate a performance history without an indication of recurring defaults or terminations on projects, failures to complete projects on schedule, litigation history, including judgments and outstanding lawsuits, and violation of laws relevant to the evaluation of this criterion.

G. Financial Capacity, Bonding Capacity and Licensing

Eligible contractors must have demonstrated financial resources, bonding capacity and licenses necessary to successfully complete the project work.

H. Disclosure Affidavit

Eligible contractors must complete the Disclosure Affidavit detailing history and ownership of the responding firm.

I. Utilization of Software

Eligible contractors must demonstrate ability to utilize Scheduling Software in their preparation of CPM submittals to PBC.

IV. SUBMITTAL REQUIREMENTS

Format: Please submit using the following submission guidelines.

- Submit 1 signed original, 1 additional bound copy, 1 additional unbound copy. Bound copies must be separated by tabs, not spiral bound, and tabs must be labeled.
- 5 electronic copies in PDF form (ie Compact Disc or USB Flash Drive) in a sealed envelope or container. Electronic PDF file copy must be a single document which includes a sample of the scheduler and must be labeled as follows: *SU_PBC_Your Firms' Name_2015 CPS AC Project SOQ_Date of Submission*.
- Please stamp, legibly handwrite, or type company name in the line provided on the lower, right-hand corner of each page of your submission.

A. Complete Section A: General Information

B. Complete Section B. Parts I & II: Technical Competence and Relevant Experience

Eligible Respondents must identify comparable public or private projects with construction costs of more than \$2,500,000.

- Section B. Part I. Evidence of Technical Competence and Relevant Experience: Project List
Respondents are to identify Non-PBC and PBC projects completed in the last five (5) years that Respondent wished to offer as evidence of its relevant experience and competence.

- Section B. Part II. Technical Competence and Relevant Experience: Non-PBC Project Details

Respondents must provide Experience and Qualifications, Comparable Experience and Past Performance for each Non-PBC project offered by Respondent (refer to Section B. Part II). Respondents may provide a separate narrative of not more than 2 pages describing their experience and qualifications.

C. Complete Section C: Qualifications of Key Personnel

- 1) For the Project Manager/Scheduler that will be assigned to this project, complete form C-1.
- 2) For the Superintendent that will be assigned to this project, complete form C-2.
- 3) For the Quality Manager/Safety Manager that will be assigned to this project, complete form C-3.

D. Complete Section D: Minority and Women Owned Business & EEO Participation

Complete Section D. Local, Public Minority and Women Owned Business (M/WBE) and EEO Participation. Respondent may supplement the information provided in response to this section with a narrative or summary report describing its history and commitment to MBE/WBE participation and describing its history and commitment to providing employment opportunities for minorities, women and local residents.

E. Complete Section E: Safety

Complete Section E. Safety and provide copies of 1) the table of contents of the Respondent's Company Safety Program and 2) Respondent's NCCI current experience modification (EMR) rating worksheet.

F. Complete Section F: Legal Actions

Complete Section F. Legal Actions and answer all questions pertaining to the history of legal actions related to the firm. Any questions that are answered with a "YES" response must be described in detail with an explanation on a separate sheet of paper with all applicable legal documents attached.

G. Complete Section G: Financial Capacity

Complete Section G. Financial Capacity and provide the firm's most current year audited financial statement. All potential claims must be listed as liabilities. If submitted as Joint Venture all potential claims for either liable party must be listed as liabilities.

H. Complete Section H: Disclosure Affidavit

I. Utilization of Software

Eligible contractors must demonstrate ability to utilize Scheduling Software in their preparation of CPM submittals to PBC.

J. Narrative or Continuation Sheet

If the response to a question cannot fit in the space provided, please attach an additional sheet clearly identifying the question being answered, the name of the firm, and all information as requested by the question.

SECTION A: GENERAL INFORMATION

I. LICENSING

IS YOUR FIRM LICENSED TO DO BUSINESS BY THE CITY OF CHICAGO?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
IS YOUR FIRM LICENSED TO DO BUSINESS BY COOK COUNTY ILLINOIS?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<p>List categories in which the firm or venture is licensed to do business and indicate registration or license numbers, if applicable. Please indicate which government entity issued the license.</p> <p>If applicable, please provide a copy of your firm's General Contractor's license indicating the Category Class for which your firm is licensed to do general construction work.</p> <p>Please attach a copy of each license listed.</p>			
CATEGORY	REGISTERED LICENSE (OR LICENSE NUMBER)	ISSUING GOVERNMENT ENTITY	EXPIRATION DATE

II. SURETY BONDING

PROVIDE THE CURRENT LEVEL OF PERFORMANCE BONDING (IN DOLLAR AMOUNT) AUTHORIZED BY THE SURETY AS OF THE DATE OF THIS QUALIFICATION SUBMITTAL (OR AS OF THE DATE LAST BONDED, INCLUDING SAID DATE):	
SINGLE LIMIT:	
MAXIMUM LIMIT:	
A.M. BEST RATING:	
TOTAL BONDING CAPACITY:	
AS OF:	

<p>DURING THE PAST FIVE YEARS, HAVE ANY DEMANDS BEEN PLACED ON A BID BOND, PAYMENT BOND, OR PERFORMANCE BOND OF THE APPLICANT? If yes, please describe below or attach a statement listing and describing the date, location, project, and dollar amount of each demand, and explaining the circumstances.</p>		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<p>PLEASE PROVIDE INFORMATION REGARDING THE SURETY THAT WILL PROVIDE THE PAYMENT AND PERFORMANCE BOND FOR PROJECT(S) TO BE AWARDED BY OR ON BEHALF OF THE PBC.</p>			
<p>NAME OF SURETY:</p>			
<p>STREET ADDRESS:</p>			
<p>CITY/STATE/ZIP:</p>			
<p>TELEPHONE:</p>		<p>FACSIMILE:</p>	

III. MBE/WBE CERTIFICATIONS

<p>IS YOUR ORGANIZATION CURRENTLY CERTIFIED AS AN MBE OR WBE WITH ANY OF THE FOLLOWING AGENCIES OR ORGANIZATIONS? If yes, please check which organization your organization is certified with and attach copy of a current Letter of Certification. <i>Note: The PBC only accepts City of Chicago and County of Cook certification.</i></p>	
<p>City of Chicago</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>Cook County</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION B. EXPERIENCE & QUALIFICATIONS:

PART I. EVIDENCE OF TECHNICAL COMPETENCE AND RELEVANT EXPERIENCE: PROJECT LIST

LIST A MINIMUM OF 5 PROJECTS COMPLETED IN THE LAST 5 YEARS COMPARABLE TO THE PROJECT DESCRIBED BELOW.

2015 CHICAGO PUBLIC SCHOOLS AIR-CONDITIONING PROJECT

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The project includes providing electrical infrastructure, upgrading electrical infrastructure and electrical service as required to power the ACs. Scope will include coordination of multiple phases with other contractors on site. Work must be performed in conformity with CPS construction standards (including standards for environmental abatement as required.)

Work performed by the Contractor is subject to the following requirements:

- Must be a US EPA Lead-Safe Certified Renovation Firm, and employ at least one RRP Certified Renovator; and,
- Subcontract with a licensed environmental abatement contractor to perform lead/asbestos mitigation/abatement as required to perform the scope of work.

In addition to General Liability, Automobile, Worker’s Compensation, and other required insurance coverages noted in the solicitation issued for bid, Contractor and its subcontractors and subconsultants must furnish Contractor’s Pollution Liability Insurance meeting the following minimum coverages:

- \$1M for the General Contractor
- \$2M for the Environmental subcontractor

NON-PBC PROJECT NAME	COMPLETION DATE	CONTRACT VALUE
		\$
		\$
		\$
		\$
		\$
Please complete one <i>Part II. Technical Competence & Relevant Experience: Non-PBC Project Detail</i> form for each project listed above.		
PBC PROJECT NAME	COMPLETION DATE	CONTRACT VALUE
		\$
		\$
		\$
		\$
		\$

PART II. TECHNICAL COMPETENCE AND RELEVANT EXPERIENCE: NON-PBC PROJECT DETAILS

(Duplicate form as necessary).

2015 CHICAGO PUBLIC SCHOOLS AIR-CONDITIONING PROJECT (UPDATED)

Eligible Respondents must identify comparable public or private projects with construction costs of more than \$2,500,000 for the **2015 CHICAGO PUBLIC SCHOOLS AIR-CONDITIONING PROJECT (UPDATED)**, along with portions of the work on a critical summer schedule in the last 5 years. Verifiable past experience must demonstrate respondent's ability to coordinate project activities under an expedited critical schedule. Describe how the projects you provided are comparable in scope and complexity to the project described in this pre-qualification. Include references for the Respondent superintendent and project manager for each project.

Respondents are encouraged to submit a range of comparable projects demonstrating the Respondent's ability to perform as a General Contractor. Respondents must have demonstrated successful experience managing and executing comparable projects.

References for the firm, superintendent and project manager will be required for each project.

Make copies, complete and submit for each project offered by Respondent to demonstrate experience on comparable projects.

RESPONDENT:			
AGENCY/CLIENT:			
PROJECT NAME:			
AGENCY TYPE:	<input type="checkbox"/> Public <input type="checkbox"/> Private	RESPONDENT'S ROLE:	<input type="checkbox"/> Prime <input type="checkbox"/> JV Contractor <input type="checkbox"/> Sub Contractor
ESTIMATED SELF-PERFORMANCE (%): <small>(Based on actual hours through the working foreperson. Supervisory hours do NOT apply.)</small>			%
WHAT WORK DID RESPONDENT SELF-PERFORM?			
HOW IS THIS PROJECT COMPORABLE? <i>(Please attach additional pages as necessary.)</i>			
HAS THE PROJECT ACHIEVED OR ANTICIPATED FINAL ACCEPTANCE AFTER JANUARY 1, 2009:			<input type="checkbox"/> Yes <input type="checkbox"/> No
ORIGINAL PROJECT VALUE:			\$
WAS PROJECT COMPLETED ON BUDGET? <i>(If no, please explain below or attach explanation.)</i>			<input type="checkbox"/> Yes <input type="checkbox"/> No
FINAL CONTRACT DOLLAR VALUE:			\$
WAS PROJECT COMPLETED ON SCHEDULE? <i>(If no, please explain below or attach explanation.)</i>			<input type="checkbox"/> Yes <input type="checkbox"/> No
DID PROJECT RECEIVE LEED CERTIFICATION?			<input type="checkbox"/> Yes <input type="checkbox"/> No
LEVEL OF LEED CERTIFICATION:			

<i>(continued)</i>	
MBE/WBE: DID THE PROJECT INCLUDE GOALS OR CONTRACTOR COMMITMENTS FOR THE PARTICIPATION OF MINORITY-OWNED AND/OR WOMEN-OWNED BUSINESSES? <i>If yes, please describe below the goals/commitments and explain how and to what extent they were met.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
EMPLOYMENT OPPORTUNITY: DID THE PROJECT INCLUDE GOALS FOR THE EMPLOYMENT OF MINORITIES, WOMEN AND/OR LOCAL RESIDENTS IN THE CONSTRUCTION OF THE PROJECT? <i>If yes, please describe below the goals/commitments and explain how and to what extent they were met.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No

CLIENT REFERENCE FOR CONSTRUCTION <i>(Please ensure that the contact information listed is correct. If your reference cannot be contacted, this project may not be considered.)</i>			
OWNER REFERENCE			
NAME:			
PROJECT ROLE: <i>(ie Owner or Owner's Designer, Engineer, Program Manager, Construction Manager)</i>			
PHONE:		EMAIL ADDRESS:	
ALTERNATE OWNER REFERENCE			
NAME:			
PROJECT ROLE: <i>(ie Owner or Owner's Designer, Engineer, Program Manager, Construction Manager)</i>			
PHONE:		EMAIL ADDRESS:	

SECTION C. QUALIFICATION OF KEY PERSONNEL: FORM C-1

FORM C-1 PROJECT MANAGER/SCHEDULER			
RESPONDENT:			
CONTACT:			
TITLE:			
# OF YEARS WITH THE FIRM:			
# OF YEARS AS A PROJECT MANAGER FOR GENERAL CONSTRUCTION SERVICES:			
PROJECT TYPE: (Please check all experience that applies to the individual who will be dedicated to this project.)			
<input type="checkbox"/> Abatement	<input type="checkbox"/> UST Removal	<input type="checkbox"/> Building Demolition	<input type="checkbox"/> Soil Remediation
<input type="checkbox"/> Installation of Utilities	<input type="checkbox"/> Exterior / Interior painting	<input type="checkbox"/> Outdoor light installation	<input type="checkbox"/> Landscaping
<input type="checkbox"/> Steel Erection	<input type="checkbox"/> New Construction	<input type="checkbox"/> Roofing Replacement/Repair	<input type="checkbox"/> Asphalt Paving
<input type="checkbox"/> Interior Renovation	<input type="checkbox"/> Mechanical Upgrades	<input type="checkbox"/> Electrical Upgrades	<input type="checkbox"/> Boiler Replacement
PERCENTAGE OF TIME THIS INDIVIDUAL WILL BE DEDICATED TO THIS PROJECT:			%
REFERENCE #1			
PROJECT:			
AGENCY/FIRM NAME:		TITLE:	
PHONE:		EMAIL ADDRESS:	
REFERENCE #2			
PROJECT:			
AGENCY/FIRM NAME:		TITLE:	
PHONE:		EMAIL ADDRESS:	
PLEASE ATTACH RESUME			

SECTION C. QUALIFICATION OF KEY PERSONNEL: FORM C-2

FORM C-2 SUPERINTENDENT				
RESPONDENT:				
CONTACT:				
TITLE:				
# OF YEARS WITH THE FIRM:				
# OF YEARS AS A SCHEDULER FOR GENERAL CONSTRUCTION SERVICES:				
PROJECT TYPE: (Please check all experience that applies to the individual who will be dedicated to this project.)				
<input type="checkbox"/> Abatement	<input type="checkbox"/> UST Removal	<input type="checkbox"/> Building Demolition	<input type="checkbox"/> Soil Remediation	<input type="checkbox"/> Earthwork
<input type="checkbox"/> Installation of Utilities	<input type="checkbox"/> Exterior / Interior painting	<input type="checkbox"/> Outdoor light installation	<input type="checkbox"/> Landscaping	<input type="checkbox"/> Fencing
<input type="checkbox"/> Steel Erection	<input type="checkbox"/> New Construction	<input type="checkbox"/> Roofing Replacement/Repair	<input type="checkbox"/> Asphalt Paving	<input type="checkbox"/> Concrete
<input type="checkbox"/> Interior Renovation	<input type="checkbox"/> Mechanical Upgrades	<input type="checkbox"/> Electrical Upgrades	<input type="checkbox"/> Boiler Replacement	
PERCENTAGE OF TIME THIS INDIVIDUAL WILL BE DEDICATED TO THIS PROJECT:			%	
REFERENCE #1				
PROJECT:				
AGENCY/FIRM NAME:		TITLE:		
PHONE:		EMAIL ADDRESS:		
REFERENCE #2				
PROJECT:				
AGENCY/FIRM NAME:		TITLE:		
PHONE:		EMAIL ADDRESS:		
PLEASE ATTACH RESUME				

SECTION C. QUALIFICATION OF KEY PERSONNEL: FORM C-3

FORM C-3 QUALITY MANAGER/SAFETY MANAGER				
RESPONDENT:				
CONTACT:				
TITLE:				
# OF YEARS WITH THE FIRM:				
# OF YEARS AS A SUPERINTENDENT FOR GENERAL CONSTRUCTION SERVICES:				
PROJECT TYPE: (Please check all experience that applies to the individual who will be dedicated to this project.)				
<input type="checkbox"/> Abatement	<input type="checkbox"/> UST Removal	<input type="checkbox"/> Building Demolition	<input type="checkbox"/> Soil Remediation	<input type="checkbox"/> Earthwork
<input type="checkbox"/> Installation of Utilities	<input type="checkbox"/> Exterior / Interior painting	<input type="checkbox"/> Outdoor light installation	<input type="checkbox"/> Landscaping	<input type="checkbox"/> Fencing
<input type="checkbox"/> Steel Erection	<input type="checkbox"/> New Construction	<input type="checkbox"/> Roofing Replacement/Repair	<input type="checkbox"/> Asphalt Paving	<input type="checkbox"/> Concrete
<input type="checkbox"/> Interior Renovation	<input type="checkbox"/> Mechanical Upgrades	<input type="checkbox"/> Electrical Upgrades	<input type="checkbox"/> Boiler Replacement	
PERCENTAGE OF TIME THIS INDIVIDUAL WILL BE DEDICATED TO THIS PROJECT:			%	
REFERENCE #1				
PROJECT:				
AGENCY/FIRM NAME:		TITLE:		
PHONE:		EMAIL ADDRESS:		
REFERENCE #2				
PROJECT:				
AGENCY/FIRM NAME:		TITLE:		
PHONE:		EMAIL ADDRESS:		
PLEASE ATTACH RESUME				

SECTION D. LOCAL, PUBLIC MINORITY AND WOMEN OWNED BUSINESS & EEO PARTICIPATION

I. MBE/WBE, EEO AND COMMUNITY PARTICIPATION

Respondent must provide evidence of past experience achieving; 1) commitments to utilize minority and women owned business enterprises; and 2) commitments to employ and minority and women journey workers, apprentices and laborers and local/community residents on public projects where Respondent performed as a General Contractor. Respondent must identify and report compliance history for each of the agencies listed below, only for the 3 most recent projects completed over the last 5 years where construction and abatement costs were equal to or greater than \$2,500,000 (2015 CHICAGO PUBLIC SCHOOLS AIR-CONDITIONING PROJECT (UPDATED)). MAKE ADDITIONAL COPIES AS NECESSARY.

LOCAL, PUBLIC AGENCIES

- | | |
|-------------------------------|--|
| 1. City of Chicago | 6. County of Cook |
| 2. Public Building Commission | 7. Metropolitan Water Reclamation District |
| 3. Chicago Public Schools | 8. Forest Preserve District of Cook County |
| 4. Chicago Transit Authority | 9. Chicago Park District |
| 5. Chicago Housing Authority | 10. City Colleges of Chicago |

Please complete for each applicable agency.

GENERAL INFORMATION			
LOCAL, PUBLIC AGENCY NAME:			
AGENCY CONTACT:			
AGENCY CONTACT TELEPHONE:			
PROJECT NAME:			
PROJECT TOTAL:			
YEAR COMPLETED:			
MBE GOAL	WBE GOAL	ATTAINED MBE GOAL	ATTAINED WBE GOAL
%	%	%	%
MINORITY		COMMITMENT	ACHIEVED
Journey workers		%	%
Apprentice		%	%
Laborers		%	%
FEMALE		COMMITMENT	ACHIEVED
Journey workers		%	%
Apprentice		%	%
Laborers		%	%
COMMUNITY PARTICIPATION		COMMITMENT	ACHIEVED
Community Residents		%	%
Community Area(s)			
LOCAL (CoC) PARTICIPATION		COMMITMENT	ACHIEVED
Local Residents		%	%

SECTION E. SAFETY

I. SAFETY

DOES YOUR ORGANIZATION HAVE A SAFETY PROGRAM?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
MONTH AND YEAR FIRST IMPLEMENTED:		/	
METHOD OF REVIEW OF PROGRAM			
PLEASE INDICATE WHETHER REGULAR WORK SITE SAFETY MEETINGS ARE HELD AND HOW FREQUENTLY			
PLEASE PROVIDE A COPY OF TABLE OF CONTENTS OF SAFETY/LOSS CONTROL MANUAL			
HAVE ANY CITATIONS BEEN ISSUED TO YOUR ORGANIZATION DURING THE PERIOD OF THE LAST THREE YEARS FOR WORKPLACE SAFETY LAW VIOLATION?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, provide detailed information for each occurrence regarding:			
1. The nature of the violation for which your organization was cited.			
2. Summary of your position of the matter			
3. Official resolution of violation			
PLEASE PROVIDE YOUR ORGANIZATION'S OSHA REPORTABLE INCIDENT RATE:			
<i>(If this is greater than 3.0, please attach your OSHA Form 300A Summaries for the last three years and a written explanation to the qualification questionnaire. (Please attach narrative as necessary).)</i>			
PLEASE PROVIDE A COPY OF YOUR ORGANIZATION'S NCCI CURRENT EXPERIENCE MODIFICATION RATE FACTORS ("EMRF") RATING WORKSHEET			
<i>(If this is greater than 3.0, please attach your OSHA Form 300A Summaries for the last three years and a written explanation to the qualification questionnaire. (Please attach narrative as necessary).)</i>			
PLEASE PROVIDE NCCI RATING FOR THE PAST FOUR YEARS			
YEAR	NCCI RATING	YEAR	NCCI RATING

SECTION F. LEGAL ACTIONS

I. LEGAL ACTIONS

RESPONDENT: _____

If the answer to any of the questions below is YES, you must provide a type-written, brief description, and/or explanation on a separate sheet following this page. Each question must be answered.

QUESTION	YES	NO
Has the firm or venture been issued a notice of default on any contract awarded to it in the last 3 years?	<input type="checkbox"/>	<input type="checkbox"/>
Does the firm or venture have any legally filed judgments, claims (liquidated damages, or other), arbitration proceedings or suits pending or outstanding against the firm or venture or its officers?	<input type="checkbox"/>	<input type="checkbox"/>
If the answer to the preceding question is "Yes", provide the requisite explanation on a separate sheet and enter the dollar amount of claims or judgments and the contract value of the contract on which the claim was filed _____.	<input type="checkbox"/>	<input type="checkbox"/>
Within the past 3 years has the firm or venture been a party to any lawsuits or arbitration proceedings with regard to any contracts?	<input type="checkbox"/>	<input type="checkbox"/>
Within the last 3 years, has any officer or principal of the firm or venture ever been an officer or principal of another organization that failed to complete any contract as a result of termination, litigation, arbitration or similar matter?	<input type="checkbox"/>	<input type="checkbox"/>
Has any key person with the firm or venture or its predecessor ever been convicted of or charged with any state or federal crime (excluding traffic violations), including but not limited to, embezzlement, theft, forgery, bribery, falsification or destruction of records, receipt of stolen property, criminal anti-trust violations, bid-rigging or bid-rotating?	<input type="checkbox"/>	<input type="checkbox"/>
Has the firm or venture ever been temporarily or permanently debarred from contract award by any federal, state, or local agency?	<input type="checkbox"/>	<input type="checkbox"/>
Within the last 3 years, has the firm or venture been investigated or assessed penalties for any statutory or administrative violations (including but not limited to MBE, WBE, EEOC violations)?	<input type="checkbox"/>	<input type="checkbox"/>
Has the firm or venture ever failed to complete any work awarded to it?	<input type="checkbox"/>	<input type="checkbox"/>

SECTION G. FINANCIAL CAPACITY

I. BANKING

Please provide the following information about the firm's or ventures primary commercial bank.

BANK NAME:			
ADDRESS:			
CITY/STATE/ZIP:			
CONTACT OFFICER:		DIRECT #:	
BANK TELEPHONE:		FACSIMILE:	
EMAIL:			
IN WHAT YEAR WAS THE BANKING RELATIONSHIP ESTABLISHED?			
DOES YOUR FIRM OR VENTURE HAVE ACCESS TO A LINE OF CREDIT?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		If yes, please indicate upper limit.	
		How much is currently available?	
OTHER SOURCES OF CAPITAL:			

II. GROSS REVENUES

Indicate below the amount of revenues earned by the firm or venture from construction-related activities for the last three (3) years.

YEAR	AMOUNT	YEAR	AMOUNT	YEAR	AMOUNT
20____	\$	20____	\$	20____	\$

III. FINANCIAL STATEMENT

Please attach Respondent's audited financial statement with notes for the last fiscal year. If a joint venture, submit financial statements for the joint venture name and each joint venture partner. Independent accountant may provide a copy of a complete financial statement. All notes and schedules must be provided.

INDEPENDENT ACCOUNTANT INFORMATION (CONTACT NAME):			
TELEPHONE:			
YEAR-ENDING FINANCIAL STATEMENT DATE:			/ /
SELECT ONE:	<input type="checkbox"/> Audit <input type="checkbox"/> Review <input type="checkbox"/> Compile	IS THIS A CONSOLIDATED FINANCIAL STATEMENT?	<input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION H. DISCLOSURE AFFIDAVIT

I. HISTORY AND OWNERSHIP OF RESPONDENT FIRM

Any firm proposing to conduct any business transactions with the Public Building Commission of Chicago must complete this Disclosure Affidavit. Please note that in the event the Contractor is a joint venture, the joint venture and each of the joint venture partners must submit a completed Disclosure Affidavit.

The undersigned _____, as _____
Name Title

and on behalf of _____
 ("Bidder/Proposer/Respondent or Contractor") having been duly sworn under oath certifies the following:

NAME OF FIRM:			
ADDRESS:			
CITY/STATE/ZIP:			
TELEPHONE:		FACSIMILE:	
FEIN:		SSN:	
EMAIL:			
NATURE OF TRANSACTION:			
<input type="checkbox"/> Sale or purchase of land <input type="checkbox"/> Construction Contract <input type="checkbox"/> Professional Services Agreement <input type="checkbox"/> Other _____			

II. DISCLOSURE OF OWNERSHIP INTERESTS

Pursuant to Resolution No. 5371 of the Board of Commissioners of the Public Building Commission of Chicago, all Bidders/Proposers shall provide the following information with their Bid/Proposal. If the question is not applicable, answer "NA". If the answer is none, please answer "none".	
<input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Joint Venture	<input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Limited Liability Partnership <input type="checkbox"/> Not-for-profit Corporation <input type="checkbox"/> Other: _____

A. CORPORATIONS AND LLC'S

STATE OF INCORPORATION OR ORGANIZATION:		
AUTHORIZED TO CONDUCT BUSINESS IN THE STATE OF ILLINOIS:		<input type="checkbox"/> Yes <input type="checkbox"/> No
CITY/STATE/ZIP:		
TELEPHONE:		
IDENTIFY THE NAMES OF ALL OFFICERS AND DIRECTORS OF THE BUSINESS ENTITY <i>(Please attach list if necessary.)</i>		
NAME	TITLE	
IDENTIFY ALL SHAREHOLDERS WHOSE OWNERSHIP PERCENTAGE EXCEEDS 7.5% OF THE BUSINESS ENTITY <i>(Please attach list if necessary.)</i>		
NAME	ADDRESS	OWNERSHIP INTEREST PERCENTAGE
		%
		%
		%
LLC'S ONLY, INDICATE MANAGEMENT TYPE AND NAME:		
<input type="checkbox"/> Member-managed	<input type="checkbox"/> Manager-managed	NAME: _____
IS THE CORPORATION OR LLC OWNED PARTIALLY OR COMPLETELY BY ONE OR MORE OTHER CORPORATIONS OR LEGAL ENTITIES?		<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>If yes, please provide the above information, as applicable, for each such corporation or entity such that any person with a beneficial ownership interest of 7.5% or more in the corporation contracting in the PBC is disclosed. For example, if Corporation B owns 15% of Corporation A, and Corporation A is contracting with the PBC, then Corporation B must complete a Disclosure Affidavit. If Corporation B is owned by Corporations C and D, each of which owns 50% of Corporation B, then both Corporations C and D must complete Disclosure Affidavits.</p>		

B. PARTNERSHIPS

IF THE BIDDER/PROPOSER OR CONTRACTOR IS A PARTNERSHIP, INDICATE THE NAME OF EACH PARTNER AND THE PERCENTAGE OF INTEREST OF EACH THEREIN. ALSO INDICATE, IF APPLICABLE, WHETHER GENERAL PARTNER (GP) OR LIMITED PARTNER (LP).		
NAME	TYPE	OWNERSHIP INTEREST PERCENTAGE
		%
		%
		%
		%
		%

C. SOLE PROPRIETORSHIP

THE BIDDER/PROPOSER OR CONTRACTOR IS A SOLE PROPRIETORSHIP AND IS NOT ACTING IN ANY REPRESENTATIVE CAPACITY ON BEHALF OF ANY BENEFICIARY:	
If the answer is no, please complete the following two sections.	<input type="checkbox"/> Yes <input type="checkbox"/> No
IF THE SOLE PROPRIETORSHIP IS HELD BY AN AGENT(S) OR A NOMINEE(S), INDICATE THE PRINCIPAL(S) FOR WHOM THE AGENT OR NOMINEE HOLDS SUCH INTEREST.	
NAME OF PRINCIPAL(S)	
IF THE INTEREST OF A SPOUSE OR ANY OTHER PARTY IS CONSTRUCTIVELY CONTROLLED BY ANOTHER PERSON OR LEGAL ENTITY, STATE THE NAME AND ADDRESS OF SUCH PERSON OR ENTITY POSSESSING SUCH CONTROL AND THE RELATIONSHIP UNDER WHICH SUCH CONTROL IS BEING OR MAY EXERCISED	
NAME	ADDRESS

III. CONTRACTOR CERTIFICATION

A. CONTRACTORS

1. The Contractor, or any affiliated entities of the Contractor, or any responsible official thereof, or any other official, agent or employee of the Contractor, any such affiliated entity, acting pursuant to the direction or authorization of a responsible official thereof has not, during a period of three years prior to the date of execution of this certification:
 - a. Bribed or attempted to bribe, or been convicted of bribery or attempting to bribe a public officer or employee of the City of Chicago, the State of Illinois, any agency of the federal government or any state or local government in the United States (if an officer or employee, in that officer's or employee's official capacity); or
 - b. Agreed or colluded, or been convicted of agreement or collusion among bidders or prospective bidders in restraint of freedom of competition by agreement to bid a fixed price or otherwise; or
 - c. Made an admission of such conduct described in 1(a) or (b) above which is a matter of record but has not been prosecuted for such conduct.
2. The Contractor or agent, partner, employee or officer of the Contractor is not barred from contracting with any unit of state or local government as a result of engaging in or being convicted of bid-rigging² in violation of Section 3 of Article 33E of the Illinois Criminal Code of 1961, as amended (720 ILCS 5/33E-3), or any similar offense of any state or the United States which contains the same elements as the offense of bid-rigging during a period of five years prior to the date of Submission of this bid, proposal or response.
3. The Contractor or any agent, partner, employee, or officer of the Contractor is not barred from contracting with any unit of state or local government as a result of engaging in or being convicted of bid-rotating⁴ in violation of Section 4 of Article 33E of the Illinois Criminal Code of 1961, as amended (720 ILCS 5/33E-4), or any similar offense of any state or the United States which contains the same elements as the offense of bid-rotating.
4. The Contractor understands and will abide by all provisions of Chapter 2-56 of the Municipal Code entitled "Office of the Inspector General" and all provisions of the Public Building Commission Code of Ethics Resolution No.5339, as amended by Resolution No. 5371.
5. The Contractor certifies to the best of its knowledge and belief, that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal, state or local department or agency.
 - b. Have not within a three-year period preceding this bid or proposal been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records; making false statements; or receiving stolen property;

- c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (5)(b) above; and
- d. Have not within a three-year period preceding this bid or proposal had one or more public transactions (federal, state or local) terminated for cause or default.

B. SUBCONTRACTORS

1. The Contractor has obtained from all subcontractors being used in the performance of this contract or agreement, known by the Contractor at this time, disclosures substantially in the form of Section 1, and certifications substantially in the form of Section 2, of this Disclosure Affidavit. Based on such disclosures and certification(s), and any other information known or obtained by the Contractor, is not aware of any such subcontractor or subcontractor's affiliated entity or any agent, partner, employee or officer of such subcontractor or subcontractor's affiliated entity having engaged in or been convicted of (a) any of the conduct described as prohibited in this document; (b) bid-rigging, bid-rotating, or any similar offense of any state or the United States which contains the same elements as bid-rigging or bid-rotating, or having made an admission of guilt of the conduct described in Section 2 which is matter of record but has/have not been prosecuted for such conduct.
2. The Contractor will, prior to using them as subcontractors, obtain from all subcontractors to be used in the performance of this contract or agreement, but not yet known by the Contractor at this time, certifications substantially in the form of this certification. The Contractor shall not, without the prior written permission of the Commission, use any of such subcontractors in the performance of this contract if the Contractor, based on such certifications or any other information known or obtained by Contractor, became aware of such subcontractor, subcontractor's affiliated entity or any agent, employee or officer of such subcontractor or subcontractor's affiliated entity having engaged in or been convicted of (a) any of the conduct described as prohibited in this document of or (b) bid-rigging, bid-rotating or any similar offenses of any state or the United States which contains the same elements as bid-rigging or bid-rotating or having made an admission of guilt of the conduct described as prohibited in this document which is a matter of record but has/have not been prosecuted for such conduct. The Contractor shall cause such subcontractors to certify as to all necessary items. In the event any subcontractor is unable to certify to a particular item, such subcontractor shall attach an explanation to the certification.
3. For all subcontractors to be used in the performance of this contract or agreement, the Contractor shall maintain for the duration of the contract all subcontractors' certifications required by this document and Contractor shall make such certifications promptly available to the Public Building Commission of Chicago upon request.
4. The Contractor will not, without the prior written consent of the Public Building Commission of Chicago, use as subcontractors any individual, firm, partnership, corporation, joint venture or other entity from whom the Contractor is unable to obtain a certification substantially in the form of this certification.
5. The Contractor hereby agrees, if the Public Building Commission of Chicago so demands, to terminate its subcontractor with any subcontract if such subcontractor was ineligible at the time that the subcontract was entered into for award of such subcontract. The Contractor shall insert adequate provisions in all subcontracts to allow it to terminate such subcontract as required by this certification.

C. STATE TAX DELINQUENCIES

1. The Contractor is not delinquent in the payment of any tax administered by the Illinois Department of Revenue or, if delinquent, the Contractor is contesting, in accordance with the procedures established by the appropriate Revenue Act, its liability for the tax or amount of the tax.

2. Alternatively, the Contractor has entered into an agreement with the Illinois Department of Revenue for the payment of all such taxes that are due and is in compliance with such agreement.
3. If the Contractor is unable to certify to any of the above statements, the Contractor shall explain below. Attach additional pages if necessary.

If the letters "NA", the word "None" or no response appears on the lines above, it will be conclusively presumed that the Undersigned certified to the above statements.

4. If any subcontractors are to be used in the performance of this contract or agreement, the Contractor shall cause such subcontractors to certify as to paragraph (C)(1) or (C)(2) of this certification. In the event that any subcontractor is unable to certify to any of the statements in this certification, such subcontractor shall attach an explanation to this certification.

D. OTHER TAXES/FEES

1. The Contractor is not delinquent in paying any fine, fee, tax or other charge owed to the City of Chicago.
2. If Contractor is unable to certify to the above statement, Contractor shall explain below and (attach additional pages if necessary).

If the letters "NA", the word "None" or no response appears on the lines above, it will be conclusively presumed that the Undersigned certified to the above statements.

E. PUNISHMENT

1. A Contractor who makes a false statement material to Section II(A)(2) of this certification commits a Class 3 felony. 720 ILCS 5/33E-11(b).

F. JUDICIAL OR ADMINISTRATIVE PROCEEDINGS

1. The Contractor is not a party to any pending lawsuits against the City of Chicago or the Public Building Commission of Chicago nor has Contractor been sued by the City of Chicago or the Public Building Commission of Chicago in any judicial or administrative proceeding.
2. If the Contractor cannot certify to the above, provide the (1) case name; (2) docket number; (3) court in which the action is or was pending; and (4) a brief description of each such judicial or administrative proceeding. Attach additional sheets if necessary.

If the letters "NA", the word "None" or no response appears on the lines above, it will be conclusively presumed that the Undersigned certified to the above statements.

G. CERTIFICATION OF ENVIRONMENTAL COMPLIANCE

- A. Neither the Contractor nor any affiliated entity of the Contractor has, during a period of five years prior to the date of execution of this Affidavit: (1) violated or engaged in any conduct which violated federal, state or local Environmental Restriction⁵, (2) received notice of any claim, demand or action, including but not limited to citations and warrants, from any federal, state or local agency exercising executive, legislative, judicial, regulatory or administrative functions relating to a violation or alleged violation of any federal, state or local statute, regulation or other Environmental Restriction; or (3) been subject to any fine or penalty of any nature for failure to comply with any federal, state or local statute, regulation or other Environmental Restriction.

If the Contractor cannot make the certification contained in the above paragraph, identify any exceptions (attach additional pages if necessary):

If the letters "NA", the word "None" or no response appears on the lines above, it will be conclusively presumed that the Undersigned certified to the above statements.

- B. Without the prior written consent of the Public Building Commission of Chicago, Contractor will not employ any subcontractor in connection with the contract or proposal to which this Affidavit pertains without obtaining from such subcontractor a certification similar in form and substance to the certification contained in Paragraph A of this Section III prior to such subcontractor's performance of any work or services or furnishing any goods, supplies or materials of any kind under the proposal or the contract to which this Affidavit pertains.
- C. Until completion of the Contract's performance under the proposal or contract to which this Affidavit pertains, the Contractor will not violate any federal, state or local statute, regulation or other Environmental Restriction, whether in the performance of such contract or otherwise.

H. INCORPORATION INTO CONTRACT AND COMPLIANCE

The above certification shall become part of any contract awarded to the Contractor set forth on page 1 of this Disclosure Affidavit and are a material inducement to the Public Building Commission of Chicago's execution of the contract, contract modification or contract amendment with respect to which this Disclosure Affidavit is being executed and delivered on behalf of the Contractor. Furthermore, Contractor shall comply with these certifications during the term and/or performance of the contract.

I. VERIFICATION

Under penalty of perjury, I certify that I am authorized to execute this Disclosure Affidavit on behalf of the Contractor set forth on page 1, that I have personal knowledge of all the certifications made herein and that the same are true.

The Contractor must report any change in any of the facts stated in this Affidavit to the Public Building Commission of Chicago within 14 days of the effective date of such change by completing and submitting a new Disclosure Affidavit. Failure to comply with this requirement is grounds for your firm to be deemed non-qualified to do business with the PBCC. Deliver any such new Disclosure Affidavit to: Public Building Commission of Chicago, Director of Compliance, 50 W. Washington, Room 200, Chicago, IL 60602.

Signature of Authorized Officer

Name of Authorized Officer (Print or Type)

Title

Telephone Number

State of _____

County of _____

Signed and sworn to before me on this _____ day of _____, 20____ by

_____ (Name) as _____ (Title) of

_____ (Bidder/Proposer/Respondent or Contractor)

Notary Public Signature and Seal

SECTION I. UTILIZATION OF SOFTWARE

As part of the prequalification process, PBC reserves the right to request all General Contractors (GCs) to utilize scheduling software to prepare and submit a CPM schedule demonstrating Contractor's means & methods for accomplishing the work.

GCs must provide an initial schedule and follow up with periodic updates to the original schedule throughout the construction period.

GC WILL NEED TO DEMONSTRATE AND/OR PROVIDE THE FOLLOWING RESPONSE(S) BUT NOT LIMITED TO:	
Does your company own scheduling software?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is your company currently using scheduling software for current work?	<input type="checkbox"/> Yes <input type="checkbox"/> No
The GC will be required to list projects on which a schedule has been used during the prior three years. Has the schedule been updated from inception to completion?	<input type="checkbox"/> Yes <input type="checkbox"/> No
NAME ALL CURRENT EMPLOYEES WHO HAVE 3 OR MORE YEARS' EXPERIENCE PREPARING ELECTRONIC SCHEDULES.	
EMPLOYEE NAME	YEARS OF EXPERIENCE
PROVIDE AN ELECTRONIC COPY (XER FILE) OF THE BASELINE SCHEDULE FOR ONE OF THE PROJECTS YOU LISTED.	
SHOULD GC NOT BE ABLE TO SATISFY THE ABOVE, THE GC WILL NEED TO DEMONSTRATE AND PROVIDE A CONSULTANT THAT HAS THE FOLLOWING, BUT NOT LIMITED TO: <i>(Please include narrative for each.)</i>	
<ul style="list-style-type: none"> ▪ Consultants having experience in construction and scheduling ▪ Consultant must have a BA/BS in Construction (or similar background, PSP and/or PMP) ▪ Consultant must have a minimal of 5 years of experience in project management ▪ Consultant must have a minimal of 5 years of experience working with scheduling software 	

SUBMITTAL REQUIREMENTS CHECKLIST

FORMAT: NUMBER OF COPIES

- 1 signed original copy, bound (no spiral binding)
- 1 additional copy unbound
- 1 additional copy bound
- 5 electronic copies in PDF form (ie Compact Disc or USB Flash Drive)

SECTION A: GENERAL INFORMATION

- Business License
- General Contractor's License
- Bonding Letter from surety
- Explanation of any demands been placed on a bid bond, payment bond, or performance bond *(if applicable)*
- MBE / WBE current certification letter. *(if applicable)*

Note: The PBC only accepts City of Chicago and County of Cook certification.

SECTION B: EXPERIENCE & QUALIFICATIONS

- Part I. Evidence of Technical Competence and Relevant Experience
- Part II. Technical Competence & Relevant Experience: Non-PBC Project *(make copies as needed)*
- Narrative Describing Experience, Qualifications, Ability to Manage and Execute comparable projects.

SECTION C: QUALIFICATION OF KEY PERSONELL

- Form C-1 for Project Manager/Scheduler & Resume
- Form C-2 for Superintendent & Resume
- Form C-3 for Quality Manager/Safety Manager & Resume

SECTION D: LOCAL, PUBLIC MINORITY AND WOMEN OWNED BUSINESS & EEO PARTICIPATION

- Local, Public Minority and Women Owned Business & EEO Participation

SECTION E: SAFETY: a copy of;

- Table of Contents of safety/loss control manual
- OSHA Incident Rating
- EMR Sheets

SECTION F: LEGAL ACTIONS

- Legal Actions
- Brief Description or Explanation for Any "Yes" Answer on Section H Form *(if applicable)*
- Applicable Legal Documents for Each Explanation *(if applicable)*

SECTION G: FINANCIALS

- Financial Statement

SECTION H: DISCLOSURE

- Disclosure Affidavit

SECTION I: UTILIZATION OF SOFTWARE

- Utilization of Software Form

MISCELLANEOUS

- Narrative and or Continuation Sheet(s) not more than 2 pages *(if applicable)*