

RFP 2017-01 Electrical Maintenance and Repair

Company Contact Information

Company Name	
Name, Title	
Phone	
Street	
City, State	
Zip	

Contractor Bid Qualification Data

1	How many years has your firm been in business under its present business and business organization structure?	
2	How many years has your firm been regularly & actively engaged in the Electrical Contracting Business, performing the type of work described in paragraph 1 of the specification "Purpose"?	
3	How many full-time journeyman or master rated electricians who hold a valid Massachusetts electricians license are employed by your firm?	
4	How many electrical service trucks are either owned or leased by your firm and are available for use by your electrical service workforce on a full-time basis?	
5	Does your firm provide emergency repair service on a 24 hour, 7 day per week basis?	
6	Will your firm offer a guaranteed 1 hour response time to any electrical emergencies? If no, what response time will you guarantee?	
7	Please list hours of work for your firm.	
8	Daily Working Hours, Straight Time	
9	Work Week, Straight Time	
10	Please list the days and times that overtime rate(s) apply.	

Company Name		
Name, Title		
Phone		
11	What are the lowest overtime rates you offer?	
12	What are the highest overtime rates you offer?	
13	Does your firm have a 24hr emergency number that is staffed by a person and not an answering machine?	
14	If yes, please list #. If not please explain	
15	How much insurance do you carry compared to what we require?	
16	Is your company a minority, woman, veteran, disabled veteran, small, etc. owned company?	
17	Do you offer discounted terms? What are they?	
18	Do you meet the prevailing wage requirement?	
19	Can you get to us in an hour?	
20	Have you been regularly and actively engaged in the electrical business with a thorough knowledge of techniques, tools, materials, and trade coordination for a minimum of five (5) years prior to release date of this RFP?	
21	Do you maintain offices in Massachusetts which shall be staffed by your own employees during regular working hours.	

Company Name		
Name, Title		
Phone		
22	Please provide two (2) calendar years, 2015 and 2016, of your company's financial records showing annual gross revenue as reported on your income tax records. Submit such financial records with bid submission.	
23	Provide information regarding the last bankruptcy and current/pending litigation.	
24	Provide information regarding defaults on contracts and the reasons during the past three (3) calendar years.	
25	Provide three references, preferably from one (1) from a government entity for public work, one (1) from an educational institution and one (1) from the largest customer in Massachusetts, if available.	
26	Provide a list of major jobs started during the last calendar year, along with contact information.	
27	Indicate whether there is a written Continuity of Operations Plan (COOP) that describes how your company will continue to do business in case of an emergency.	
28	Do you accept/take credit cards?	
29	Does your firm have an energy saving specialist in its employ?	
30	Are all employees assigned to Salem State OSHA certified?	
31	Are all employees assigned to Salem State CORI checked?	