**FORM # 6**

**BIDDER QUALIFICATIONS RESPONSES**

Bidder must respond to all items below. Bidders that do not conform to these requirements shall be deemed non-responsive.

1. The Successful Bidder must have experience in demolition work as the primary general contractor for a project in similar size and scope within the City of New York. Bidder to provide evidence that your firm meets this requirement. Specifically, the Successful Bidder must have been the primary general contractor in the City of New York and have completed a permitted demolition of a detached structure of any kind such as residential, commercial, or industrial. Bidder to provide documentation and other evidence that your firm meets this requirement.
2. Bidders are required to attend the site inspection and complete the login sheet. Bidder to provide name of its attendee for the mandatory site inspection.
3. The Successful Bidder and any of its subcontractors must be licensed in NYC with a minimum of 5 years work experience of similar size and scope. In the bid submission please supply evidence that your firm meets this requirement. The Successful Bidder must identify all sub-contractors that the plan to utilize. In addition, the Successful Bidder must be a licensed in New York City with a minimum of 5 years work experience of similar size and scope.
4. The Library requires the Successful Bidder to secure a performance bond. Provide information detailing your firm’s ability to secure a performance bond and past experience in securing a performance bond. Bidder shall include in its bid price the cost to secure a performance bond.
5. Provide a brief description of your firm, its history and ownership structure, and its number of employees. Also, include any significant developments, or organization, ownership or financial structure changes that have occurred in the last three (3) years, or that you anticipate in the future.
6. Provide the name, title, address, telephone and e-mail address of the individual the Library should contact with respect to your bid. Make a statement regarding the availability of this individual as the primary contact to the Library throughout the term contemplated under this bid.
7. Provide a summary of your firm’s experience and qualifications in meeting the standards of the Bidder Qualification requirements contained in the bid document and with executing the obligations listed in the Scope of Work. Include specific references to work for not-for-profit corporations, library systems or other like-entities. Also, include information about work performed for NYC, NYS or other governmental entities. In describing the experience, name each client and the nature of the work performed, with specific reference to (a) the services provided; (b) the term of such services and (c) the estimated contract value.
8. Provide a minimum of three (3) recent clients as references that best represent your ability to perform the tasks described in this Bid (a “Reference Client”). Provide the Reference Client’s name, contact person, title, address, and telephone number. Please provide details on the work performed for each Reference Client, including, the length of any contract, contract value and explanation of how the work performed is similar to the work required by the Library, as well as any other pertinent information relevant to representing your qualifications to perform the work. We have a form that requests references.
9. Provide copies of your two (2) most recent audited financial statements. If audited financial statements are not available, please explain why and identify how the Library can assess the financial condition of your firm and provide alternative documentation.
10. Identify the nature of any potential conflict of interest your firm or any proposed sub-consultants might have in providing the Scope of Work under this bid with the Library.
11. Discuss fully any conflicts of interest, actual or potential, which might arise in connection with your firm's involvement with the Library. If your firm believes that a conflict of interest might arise, please describe how such conflict would be resolved. State whether your firm represents any party that is or may be adverse to the Library.
12. Discuss any past or present civil or criminal legal investigations, litigation or regulatory action involving your firm or any of its employees that could impact your role or ability to serve as a contractor to the Library. If none, include a statement that there are no past or present civil or criminal legal investigations, or pertinent litigation and or regulatory actions that could impact your firm’s ability to serve in the required capacity.