

VERIFICATION OF MINIMUM QUALIFICATIONS FORM

Failure to complete this form or provide the required information for verification of minimum qualifications will result in your Bid being deemed nonresponsive and rejected without further evaluation.

- a) The Bidder must have, as a business, a written safety program, provide evidence of implementation of the written safety program, and provide evidence of an EMR (Experience Modification Rate) with an average less than or equal to 1.0 over during the past three (3) calendar years.

Bidder Name: _____

Provide evidence of implementation of the company's safety program attached to the Bid. Include information to demonstrate that the company's safety program meets this Minimum Qualification.

Is evidence of implementation of written company safety program **attached to the Bid?** Yes: _____

Provide the following company EMR* with a letter of verification from the company's insurance carrier:

1. 2023 EMR _____
2. 2024 EMR _____
3. 2025 EMR _____

Is the letter of verification **attached to the Bid?**

1. 2023 EMR Yes: _____
2. 2024 EMR Yes: _____
3. 2025 EMR Yes: _____

Provide a copy of the company's OSHA 300 forms for the past 3 years attached to the Bid.

Are the company's OSHA 300 forms for the past 3 years **attached to the Bid?**

1. 2023 OSHA 300 Form Yes: _____
2. 2024 OSHA 300 Form Yes: _____
3. 2025 OSHA 300 Form Yes: _____

VERIFICATION OF MINIMUM QUALIFICATIONS FORM (continued)

- b) The Bidder must provide evidence that one hundred percent (100%) of the bid amount will be assigned to and performed by a Wayne County Airport Authority Certified Small Business Enterprise. Such evidence shall be provided through completion of the table below form and through completion a Subcontractor Form, an attachment to this solicitation, for all subcontractors and suppliers proposed to be used if awarded the contract.

Submit Attachment B2 – SBE Commitment Form to verify that the Bidder meets the SBE minimum qualification

☐ **Yes, the Bidder submitted Attachment B2 SBE Commitment Form**

VERIFICATION OF MINIMUM QUALIFICATIONS FORM (continued)

- c) The Bidder must have experience as a Prime Contractor managing and Substantially Completed two (2) projects at a Public-use Airport or Similar Government or Private facility, in the year 2015 or later and by the Bid Deadline that each included demolition and renovation of an existing interior space of similar size and scope in an active facility.

Bidder Name: _____

Provide information on a minimum of two (2) projects below to demonstrate compliance with this Minimum Qualification. Duplicate this form as needed.

1. Project Name: _____

Total Building Area of Construction (Square Feet) _____

Project Description: _____

Date of Substantial Completion: _____

Client Name: _____

Client Contact: _____ Title: _____

Phone Number: _____ Email Address: _____

Did this Project include demolition and renovation of an existing interior space in an active facility?

Yes: _____

2. Project Name: _____

Total Building Area of Construction (Square Feet) _____

Project Description: _____

Date of Substantial Completion: _____

Client Name: _____

Client Contact: _____ Title: _____

Phone Number: _____ Email Address: _____

Did this Project include demolition and renovation of an existing interior space in an active facility?

Yes: _____

VERIFICATION OF MINIMUM QUALIFICATIONS FORM (continued)

- d) The Bidder must have a Project Manager assigned to the contract resulting from this RFB has served as the Construction Project Manager with a minimum of three (3) years of experience, including the management of the construction of a minimum of two (2) projects Substantially Completed in the year in the year 2015 or later and by the Bid Deadline that each included demolition and renovation of an existing interior space of similar size and scope in an active facility.

Include the Project Manager's resume and projects that demonstrate compliance with this Minimum Qualification.

Project Manager Name: _____

Is a copy of the Project Manager's resume **included with this Bid?** Yes: _____

Provide information below to demonstrate compliance with this Minimum Qualification. Duplicate this form as needed.

1. Project Name: _____

Total Building Area of Construction (Square Feet) _____

Project Description: _____

Date of Substantial Completion: _____

Client Name: _____

Client Contact: _____ Title: _____

Phone Number: _____ Email Address: _____

Did this Project include demolition and renovation of an existing interior space in an active facility?

Yes: _____

2. Project Name: _____

Total Building Area of Construction (Square Feet) _____

Project Description: _____

Date of Substantial Completion: _____

Client Name: _____

Client Contact: _____ Title: _____

Phone Number: _____ Email Address: _____

Did this Project include demolition and renovation of an existing interior space in an active facility?

Yes: _____

VERIFICATION OF MINIMUM QUALIFICATIONS FORM (continued)

- e) The Bidder must have a Project Superintendent assigned to the contract resulting from this RFB has served as the Construction Superintendent with a minimum of three (3) years of experience, including the management of the construction of a minimum of two (2) projects Substantially Completed in the year in the year 2015 or later and by the Bid Deadline that each included demolition and renovation of an existing interior space of similar size and scope in an active facility. Include the Superintendent's resume and projects that demonstrate compliance with this Minimum Qualification.

Superintendent's Name: _____

Is a copy of the Superintendents resume **attached with this Bid?** Yes _____

Provide information below to demonstrate compliance with this Minimum Qualification. Duplicate this form as needed.

1. Project Name: _____

Total Building Area of Construction (Square Feet) _____

Project Description: _____

Date of Substantial Completion: _____

Client Name: _____

Client Contact: _____ Title: _____

Phone Number: _____ Email Address: _____

Did this Project include demolition and renovation of an existing interior space in an active facility?

Yes: _____

2. Project Name: _____

Total Building Area of Construction (Square Feet) _____

Project Description: _____

Date of Substantial Completion: _____

Client Name: _____

Client Contact: _____ Title: _____

Phone Number: _____ Email Address: _____

Did this Project include demolition and renovation of an existing interior space in an active facility?

Yes: _____

VERIFICATION OF MINIMUM QUALIFICATIONS FORM (continued)

- f) The Bidder must have on staff (or on the staff of a Team Member), a minimum of one (1) individual that will be assigned to the contract resulting from this RFB, that is currently licensed to perform electrical portions of the work in accordance with the State of Michigan "Skilled Trades Regulation Act" (Act No. 407 of 2016).

Name of licensed Team Member: _____

Employer: _____

License Number: _____ Issuing State: _____

Copy of Electrical license **included with this Bid?** Yes: _____

- g) The Bidder must have on staff (or on the staff of a Team Member), a minimum of one (1) individual that will be assigned to the Project resulting from this RFB, that are licensed person(s) that will perform plumbing portions of the work in accordance with the State of Michigan "Skilled Trades Regulation Act" (Act No. 407 of 2016).

Name of licensed Team Member: _____

Employer: _____

License Number: _____ Issuing State: _____

Copy of Plumbers license **included with this Bid?** Yes: _____

- h) The Bidder must have on staff (or on the staff of a Team Member), a minimum of one (1) individual that will be assigned to the Project resulting from this RFB, that are licensed person(s) that will perform mechanical portions of the work in accordance with the State of Michigan "Skilled Trades Regulation Act" (Act No. 407 of 2016).

Name of licensed Team Member: _____

Employer: _____

License Number: _____ Issuing State: _____

Copy of Mechanicals license **included with this Bid?** Yes: _____