CONTRACTOR BID APPLICATION

Contractor: _____

Address: _____

_____

Phone: _____ Owner: _____

Instructions:
Complete this package and return to GOCAA for the final phase of the bidding process September 30, 2009. The contractor with completed packages will be contacted by GOCAA to establish prices & sign agreements.

____ Background Information
____ Customer Reference Authorization
____ Certification RE: Debarment
____ Criminal History
____ Central Registry Clearance
____ Confidentiality Policy
____ Proposed costs of each item including labor and material
____ Contract for Service
____ Copies of License(s)-Certifications

____ Builders License or
____ Maintenance and Alteration and
____ Mobile Home License
____ Lead
____ IAQ certification

Proof of: ____ Worker's Compensation
____ Employer's Liability
____ Comprehensive General Liability
____ Policy Occurrence Insurance
____ Auto Insurance

BACKGROUND INFORMATION

Company Name _____

Address _____

_____

Owner _____

Phone _____

Contractor listing with state is by:
____ Individual ____ Principle Officer

Social Security Number of Owner
_____

Will you allow us to run your credit report?
YES _____ NO _____
Date Company Formed: _____

Employer Tax ID Number: _____
List your references:

1. _____

Contact Person _____

Phone _____

Contact Person _____

Phone _____

List your insurance Carrier(s):

1. _____
2. _____
3. List your major weatherization suppliers

1. _____ State: _____
2. _____ State: _____
3. _____ State: _____

List municipalities in which you have performed work:
____ City of Bessemer
____ Bessemer Township
____ City of Ironwood
____ Ironwood Township
____ City of Wakefield
____ Wakefield Township
____ City of Ontonagon
____ City of Marenisco
____ City of White Pine
____ City of Bergland
____ City of Watersmeet
____ City of Ewen
____ City of Trout Creek
____ City of Bruce Crossing
____ City of Rockland
____ City of Silver City
____ City of Mass City
____ City of Greenland

Knowing payment be us can be delayed, are you still interested? Yes ___ NO ___ How can you handle GOCAA holding your money? _____

Have you dealt with GOCAA in the past? Yes or No

Is company 51% or more minority owned? Yes or No

How many total years does your firm have doing side-wall insulation? _____ years

Have you worked as a weatherization contractor in MI?
Yes _____ No _____
What Agency? _____
Contact #: _____

How familiar are you with Davis Bacon? Give Example: _____

_____

So you currently have access to a Blower door? ___ Have you worked with a Blower door in the past? ___

Number of jobs you would like to perform per week? ___ How many employees does your company consist of?___

Is your company considered a small business? ____

Are you interested as a primary, secondary or mechanical contractor? _____

CUSTOMER REFERENCE AUTHORIZATION

Please give us the names, addresses and phone numbers of 15 customers for whom your Company has provided the below:

Caulking	doors	door repair
Sidewall insulation	glazing	replacement windows
Venting	attic insulation	weather-stripping
Storm windows	floor insulation	mobile home measures
Clock thermostat	smoke alarms	glass replacement
Furnace clean and tune / repair / replacement		

The provision of these names and your signature below signifies that you authorize GOCAA to contact the listed persons. GOCAA will contact each customer you list and ask them questions about how satisfied they are with the work and your firm's customer relations. This authorization is valid until the new contractors are selected by the GOCCA contractor solicitation committee.

Be sure to include the city, we will contact these individuals to verify residence, work performed and quality of work.

Company: _____

Owner Signature: _____ Date: _____

1) _____

2)_____

3)_____

4)_____

5)_____

6) _____

7) _____

8) _____

9) _____

10) _____

11) _____

12) _____

13) _____

A tune-up involves a visual inspection, testing procedures, cleaning, and adjustments to improve the combustion and seasonal efficiency of the heating system.

When calling for a clean and tune a licensed contractor will check for gas, oil, and/or water leaks; check for leaks in the heat exchanger; check venting system; check ducts/pipes (supply and return); check power supply/wiring; check for safety factors (i.e., clearance from combustibles); ensure adequate fuel supply to the control valve; clean the Fire tubes, burner ports, heat exchanger, squirrel cage, combustion chamber, cabinet, blower housing and motor; adjust burner and gas input (set the manifold pressure to manufacturer's recommendations); adjust the pilot light and/or adjust the combustion blower (for power blower); replace the filter(s) if necessary; lubricate fans, motors, and pumps; check and adjust and/or replace belts (if worn); check and adjust thermostat; check blower and high limit controls; check the pressure regulator; adjust burner air shutters; use a Bacharach, Testo, Dwyer, or equivalent for setting furnace efficiency; check the temperature rise (make sure the rise is within the range listed on the furnace rating tag); and adjust the heat anticipator with the use of an amp probe.

A typical tune-up should result in a clean squirrel cage, return air plenum, combustion chamber, cabinet, heat exchanger, gas burners, oil filters, return air filter, etc. The above tune-up would result in a proper BTU input, replacement of defective wiring leading to the heating unit, oil pump pressure set at 100 psi or in accordance with the manufacturer's recommendations, replacement of the orifice if the unit is over or under fired, repair or replace sections of the venting (chimney) system that are ineffective/unsafe, ensure proper draft, ensure/adjust combustion efficiency, properly operating limit Controls / automatic fuel safety shut-off/ boiler controls, properly matched thermostat heat anticipator, etc. After the tune-up, the furnace should be performing within 5 percent of the manufacturer's AFUE rating or a minimum 70 percent, steady state efficiency.