

**FIRE STATIONS #2, #4, AND #5 - PARKING LOT IMPROVEMENTS  
GREENVILLE, NORTH CAROLINA  
Project No. 20180047**

**SUBJECT: ADDENDUM NO. 1**

**SEPTEMBER 17, 2018**

To the Plans and Specifications for  
FIRE STATIONS #2, #4, AND #5 - PARKING LOT IMPROVEMENTS  
Greenville, North Carolina

**To: PROSPECTIVE BIDDERS AND OTHER CONCERNED**

This ADDENDUM forms a part of the Contract Documents and modifies the original Bidding Documents as noted below. Bidders shall acknowledge receipt of the ADDENDUM in the space provided on the Bid Form. Failure to do so may subject the Bidder to Disqualification.

**A. Bid Date:** The Bid Date is hereby changed to **September 25<sup>th</sup>, 2018 at 2:00PM at the Administrative Building of The City of Greenville Public Works Facility, 1500 Beatty Street, Greenville, NC.**

**B. Drawing Changes:**

- Sheet C3.1-The undercut and replacement areas were modified to include a strip along each driveway entrance valley gutter where it adjoins Rollins Drive.

**C. Specification Changes:** The following changes are hereby made:

- 1. Pre-Bid Conference Minutes:** The minutes of the Pre-Bid Meeting are hereby added to the Contract Documents. The requirements, comments and answers given in the minutes are a part of the requirements of this Contract. See Attachment 1.
  - 2. Project Special Provisions & Bid Form:** The Bid Form has been replaced with the new bid form to add a contingency item for crack seal by the pound. The Project Special Provisions are changed to indicate hot applied crack filler to be bid by the pound of filler actually authorized and applied. See Attachment 2
- 1. Attachment 1 – Pre-Bid Conference Minutes**
  - 2. Attachment 2 - New Project Special Provisions & Bid Form**
  - 3. Attachment 3 – Revised Sheet C3.1**

The bid deadline is unchanged by this addendum.



FOR THE OWNER  
THE EAST GROUP, PA

BY September 17, 2018

Todd A. Tripp, P.E.

**FIRE STATIONS #2, #4, AND #5 - PARKING LOT IMPROVEMENTS  
GREENVILLE, NORTH CAROLINA  
Project No. 20180047**

## **Attachment 1 – Pre-Bid Conference Minutes**



## Addendum No. 1 - Meeting Minutes of Pre-bid Conference

Corporate Office  
 324 Evans St  
 Greenville  
 NC 27858  
 Tel 252.758.3746  
 Fax 252.830.3954

Raleigh Office  
 2300 Rexwoods Dr  
 Suite 300  
 Raleigh  
 NC 27607  
 Tel 919.784.9330  
 Fax 919.784.9331

<b>Project Name:</b>	City of Greenville Fire Stations #2,#4, & #5 Concrete Parking Lot Improvements	<b>Project No.:</b>	20180047
<b>Meeting Location:</b>	Fire Station No. 4	<b>Meeting Date:</b>	September 4, 2018 2:00 PM
<b>Prepared By:</b>	Todd Tripp, PE		

[www.eastgroup.com](http://www.eastgroup.com)

Name	Company	E-mail Address
Ross Peterson	The City of Greenville	<a href="mailto:rpeterson@greenvillenc.gov">rpeterson@greenvillenc.gov</a>
Robert Tompkins	Carolina Earth Movers	<a href="mailto:robert@carolinaearthmovers.com">robert@carolinaearthmovers.com</a>
Bill Callow	Tripp Brothers Inc.	<a href="mailto:bill@trippbrothers.com">bill@trippbrothers.com</a>
Kenn Jackson	Tripp Brothers Inc.	<a href="mailto:kenn@trippbrothers.com">kenn@trippbrothers.com</a>
Jesse Harris	Greenville Fire	<a href="mailto:jjharris@greenvillenc.gov">jjharris@greenvillenc.gov</a>
Garrius Jones	Lanier Construction	<a href="mailto:garrius@lanierconstruction.com">garrius@lanierconstruction.com</a>
David Griffith	SASCORP, Inc.	<a href="mailto:david@sascorpinc.com">david@sascorpinc.com</a>
Bevan Whaley	Meridian Design/Build	<a href="mailto:bevanwhaley@suddenlink.net">bevanwhaley@suddenlink.net</a>
Jeremy Anderson	GFR	<a href="mailto:jwanderson@greenvillenc.gov">jwanderson@greenvillenc.gov</a>
Todd Tripp, PE	The East Group, P.A.	<a href="mailto:todd.tripp@eastgroup.com">todd.tripp@eastgroup.com</a>

**Attention: Please notify the author of any omissions or inaccuracies within ten working days after date prepared.**

**Unless notified, the information contained in the meeting minutes will be considered correct as written.**

<b>Purpose of Meeting:</b>	Pre-bid conference
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**Requirements for Bid:**

1. All contractors must be properly licensed under the State Laws governing their respective trades. A licensed general contractor must oversee the project if it costs over \$30,000.
2. All contractors are advised that the Owner has a minority and women participation policy for construction projects. Refer to the specifications for a detailed description of this policy.
3. Bonds are not required for the project
4. Performance and Payment Bond will not be required.
5. Insurance is required see Page 10 of the Standard Special Provisions.
6. A contractor Reference Form, listing 3 client references of similar work is required.
7. A mandatory site visit is required.

**Minority and Women Business Enterprise Plan Special Provisions**

1. Each Bidder must comply with the City of Greenville’s Minority and Women Business Enterprise Plan – see the specifications for the requirements.
2. The bidder must provide the completed required MBE-WBE forms with their bid. There are contract/subcontract/participation goals of 6% for WBE and 10% for MBE firms for this project.
3. Please call Ferdinand Rouse at 329-4462 for a list of MBE-WBE businesses. A list of approved Historically Underutilized Businesses(HUB) firms is available via the following link: <https://ncadmin.nc.gov/businesses/hub>

**General On-Site Conditions**

1. Contractor staging and storage area. Use available site or provide own storage.
2. Contract shall take all necessary measures to protect existing utilities, piping, and equipment on the site from construction activities. No hazardous materials shall be stored anywhere on site at any time.
3. Travelled way for the fire trucks must be kept clear at all times. Pavement cuts or other actions that limit fire truck egress must be coordinated prior to taking action as this is a life/safety matter.
4. Parking:

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5. Contractor will co-ordinate with the Owner for access to the site and for disturbance of the parking lot and staging to keep the station operational during construction.
6. Work areas shall be left in a clean and usable condition at the end of each work day so space can be used by the Owner each night.
7. Contractor shall provide portable toilet in location near the building as coordinated with owner. This toilet shall be emptied and cleaned a minimum of once per week.
8. Contractor will be able to use existing electrical power by connecting to existing exterior outlets as coordinated with owner.
9. Hours during which work shall be accomplished are 7:00 am to 5:00 pm Monday thru Saturday. With prior written approval, these times can be extended.
10. Work at other times will require Owner approval in writing.
11. All existing concrete or asphalt pavement not scheduled for replacement shall be repaired as necessary to return to current condition at the end of the project.
12. All damaged landscaping shall be replaced with landscaping of matching type and size of what was damaged.
13. No smoking, alcohol, or firearms will be allowed for construction related personnel on the project site.

**Bids are Due at 2:00 pm – September 18 25<sup>th</sup> , 2018 at the Administrative Building of The City of Greenville Public Works Facility, 1500 Beatty Street, Greenville, NC.**

**Site Visits: One Mandatory site visit is Required.**

The following times are available for site visits:

1. September 4th, Immediately after Pre-Bid.
2. September 6th, at 2:00 PM

City of Greenville contact is Ross Peterson: Phone (252) 329-4921.

Questions on Contract should be directed to Todd Tripp (252) 341-0159

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The deadline for all questions is September 10<sup>th</sup>, 2018 by 5:00 PM. An addendum will be issued on September 11, 2018 including the minutes of the pre-bid and responses to any questions requiring clarification (in the opinion of the Engineer).

**Project Review**

**Abbreviated Written Summary:** Briefly and without force and effect upon the contract documents, the work of the Prime Contracts can be summarized as follows; however, the contractor must perform his(her) own takeoff upon which to base the lump sum bids:

**Fire Station No. 2- Hemby Lane –Approximate Work Description:**

- 403 SY of asphalt pavement removal
- 347 SY of new asphalt to replace a portion of the asphalt removed
- 56 SY of concrete to replace a portion of the asphalt removed
- 528 SY of Seal Coat
- Hot Applied Joint Sealer
- 42 LF of Concrete Valley Gutter
- 10 LF of Curb and Gutter
- Restripe Parking Spaces

**Fire Station No. 4- Staton Road –Approximate Work Description:**

- 2,132 SY of asphalt pavement removal
- 2,132 SY of aggregate base course removal to sufficient depth to place new 4-inch thick asphalt pavement
- 2,132 SY of asphalt pavement replacement
- 23 SY of concrete replacement
- 127 SY of aggregate base course ( ABC) replacement
- Removal of roots and vegetative matter within the confines of any excavation to remove and replace ABC
- 82 LF of curb and gutter replacement
- Bid Alternate to Remove 4 large trees
- Reset a catch basin top
- Restripe Parking Spaces

**Fire Station No. 5- Rollins Drive- Bid Alternate- Approximate Work Description:**

- 55 SY of asphalt pavement replacement including 8-inches of ABC
- 1,363 SY of Seal Coat
- Hot Applied Joint Sealer
- 100 LF of valley gutter
- Restripe Parking Spaces

All disturbed areas are to be seeded and mulched. Any sediment allowed by contract work to enter downstream piping will be the responsibility of the contractor to remove. The price shall include all materials, equipment, equipment operators, labor and laborers, and incidentals necessary to satisfactorily complete the work.

All contractors must be properly licensed under the State Laws governing their respective trades.

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**TimeLine**

- A. The duration of the project is 75 consecutive calendar days after which liquidated damages will apply in the amount of \$500 per calendar day until project achieves substantial completion.

**Permit Fees:**

- 1. There is no building permit required for this work.
- 2. A land disturbance permit will be required. An erosion control plan approval was not required however erosion and sedimentation control measures are included and must be provided.

**Questions and concerns:**

- A. General procedures.
  - 1. All questions or concerns, excepting ones related to owner’s MBE/WBE Plan and requirements, must be submitted prior to 5:00pm on 9-10-18. Such questions shall be submitted by email.
  - 2. If a question is answered on site by either the owner or engineer, it must be followed up in writing by addendum to be effective. Please submit all questions, excepting ones related to owner’s MBE/WBE Plan and requirements, to: Todd Tripp of the East Group, via email at [todd.tripp@eastgroup.com](mailto:todd.tripp@eastgroup.com).
- B. Specific Clarifications:
  - 1. Ross Peterson commented: Safety is of primary concern. Contractors should adhere to all applicable safety rules and keep safety at the forefront of all they do.
  - 2. Should construction impact the travelled way, a traffic safety plan may be required. The need for such will be determined by involving the City Traffic Control Engineer.

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**FIRE STATIONS #2, #4, AND #5 - PARKING LOT IMPROVEMENTS  
GREENVILLE, NORTH CAROLINA  
Project No. 20180047**

## **Attachment 2 – New Bid Form**



## **PROJECT SPECIAL PROVISIONS**

### **SCOPE OF WORK**

The project shall include the following work:

#### **Fire Station No. 2- Hemby Lane –Approximate Work Description:**

- 403 SY of asphalt pavement removal
- 347 SY of new asphalt to replace a portion of the asphalt removed
- 56 SY of concrete to replace a portion of the asphalt removed
- 528 SY of Seal Coat
- Hot Applied Joint Sealer to be paid for by the pound – See revised bid form Addendum 1.
- 42 LF of Concrete Valley Gutter
- 10 LF of Curb and Gutter
- Restripe Parking Spaces

#### **Fire Station No. 4- Staton Road –Approximate Work Description:**

- 2,132 SY of asphalt pavement removal
- 2,132 SY of ABC removal to place new 4-inch thick asphalt pavement
- 2,132 SY of asphalt pavement replacement
- 23 SY of concrete replacement
- 127 SY of aggregate base course replacement
- 82 LF of curb and gutter replacement
- Bid Alternate to Remove 4 large trees
- Reset a catch basin top
- Restripe Parking Spaces

#### **Fire Station No. 5- Rollins Drive- Bid Alternate-Approximate Work Description:**

- 55 SY of asphalt pavement replacement including 8-inches of ABC
- 1,363 SY of Seal Coat
- Hot Applied Joint Sealer to be paid for by the pound – See revised bid form Addendum 1.
- 100 LF of valley gutter
- Restripe Parking Spaces

All disturbed areas are to be seeded and mulched. Any sediment allowed by contract work to enter downstream piping will be the responsibility of the contractor to remove. The price shall include all materials, equipment, equipment operators, labor and laborers, and incidentals necessary to satisfactorily complete the work.

The contractor shall make his determination of equipment and labor forces to be used. No separate measurement or payment will be made for hauling and tipping fees or disposal fees.

### **WORKING HOURS**

Regular working hours shall be Monday-Friday between 8:00 a.m. and 5:00 p.m., except as approved in writing by the Owner or Engineer.

### **INSURANCE REQUIREMENTS**

#### **Contractor's Liability And Other Insurance:**

The Contractor shall purchase and maintain with a company acceptable to the City and authorized to do business with the State of North Carolina, such insurance as will protect him from claims under worker's

compensation laws, disability benefit laws or other similar employee benefit laws; from claims for damages because of bodily injury, occupational sickness or disease, or death of his employees, and claims insured by usual personal injury liability coverage; from claims for damages because of bodily injury, sickness or disease, or death of any person other than his employees including claims insured by usual personal injury liability coverage; and from claims for injury to or destruction of tangible property, including loss of use resulting therefrom - any or all of which may arise out of or result from the contractors operations under the contract documents, whether such operations be by himself or any subcontractor or anyone directly or indirectly employed by any of them or for whose acts any of them may be legally liable. This insurance shall be written for not less than the limits of liability specified below.

**Automobile** - Bodily injury and property liability covering all owned, non-owned and hired automobiles for limits of not less than \$1,000,000 bodily injury each person, each accident and \$1,000,000 property damage, or \$1,000,000 combined single limit - Bodily injury and property damage combined.

**Commercial General Liability** - Bodily injury and property damage liability as shall protect the contractor and any subcontractor performing work under this contract from claims of bodily injury or property damage which arise from operations of this contract whether such operations are performed by the contractor, any subcontractor or anyone directly or indirectly employed by either. The amounts of such insurance shall not be less than \$1,000,000 bodily injury each occurrence and \$1,000,000 property damage each occurrence or \$1,000,000 bodily injury and property damage combined single limits each occurrence, 2,000,000.00 for general aggregate limit, and 2,000,000.00 for products and completed operations aggregate. Provide a certificate of insurance to the City and Owner reflecting the required minimum coverages. The coverage shall be on an occurrence basis.

**Worker's Compensation and Employers Liability** - Shall meet the statutory requirement of the State of North Carolina, in the amount of \$100,000 each accident and disease - each employee and \$500,000 disease policy limit.

At the time of execution of the contract, the contractor shall provide the City with insurance certificates certifying that the foregoing insurance is in force; and such insurance certificates shall include provisions that the insurance shall not be canceled, allowed to expire or be materially changed without giving the City thirty (30) days advance written notice by registered mail.

The contractor is advised that if any part of the work under the contract is sublet, he shall require the subcontractor(s) to carry insurance as required above. However, this will in no way relieve the contractor from providing full insurance coverage on all phases of the projects, including any that are sublet.

When certain work is to be performed inside rights-of-way owned by railroads, North Carolina Department of Transportation or other agencies, both the contractor and any subcontractor may be required to furnish individual insurance certificates made in favor by the controlling agency, with limits established by that agency.

## **BASIS OF BID**

Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

A. For Lump Sum Bid Price Work, an amount equal to the sum of the established for each separately identified site based upon the work shown on the plans.

Payment at the bid price includes all costs associated with a completed work including all costs of compliance with the contract documents, materials, labor, insurance, transportation, disposal costs and disposal fees, remedial work, and all other work required to provide a finished work in conformance with contract requirements.

### **ADDITIONAL WORK**

No additional work or deviation from the original work shall be allowed without written approval from the Engineer. All requests by Fire Department staff and all contact with adjacent property owners shall be coordinated through the Project Inspector. Work requested which is not part of the approved work/specifications, must be approved in advance by change order approved by the Building Coordinator and Engineer prior to proceeding.

**BID FORM**

PROJECT IDENTIFICATION: **FIRE STATIONS #2, #4, AND #5 PARKING LOT IMPROVEMENTS**

GREENVILLE, NORTH CAROLINA

THIS BID IS SUBMITTED TO: **CITY OF GREENVILLE PUBLIC WORKS DEPARTMENT  
1500 BEATTY STREET GREENVILLE, NORTH CAROLINA**

1. The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into an agreement with OWNER in the form included in the Contract Documents to perform and furnish all Work as specified or indicated in the Contract Documents for the Bid Price and within the Bid Times indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.
2. BIDDER accepts all of the terms and conditions of the Advertisement or Invitation to Bid and Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for sixty days after the day of Bid opening. BIDDER will sign and deliver the required number of counterparts of the Agreement with the Bonds and other documents required by the Bidding Requirements within ten days after the date of OWNER'S Notice of Award.
3. In submitting this Bid, BIDDER represents, as more fully set forth in the Agreement, that:
  - (a) BIDDER has examined and carefully studied the Bidding Documents and the following Addenda receipt of all, which is hereby acknowledged: (List Addenda by Addendum Number and Date)

<u>Addendum Number</u>	<u>Date</u>
_____	_____
_____	_____
_____	_____

- (b) BIDDER has visited the site and become familiar with and is satisfied as to the general, local and site conditions that may affect cost, progress, performance and furnishing of the Work;
- (c) BIDDER is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress, performance and furnishing of the Work.
- (d) BIDDER is aware of the general nature of Work to be performed by Owner and others at the site that relates to Work for which this Bid is submitted as indicated in the Contract Documents.
- (e) BIDDER has correlated the information known to BIDDER, information and observations obtained from visits to the site, reports and drawings identified in the Contract Documents

and all additional examinations, investigations, explorations, tests, studies and data with the Contract Documents.

(f) BIDDER has given ENGINEER written notice of all conflicts, errors, ambiguities or discrepancies that BIDDER has discovered in the Contract Documents and the written resolution thereof by ENGINEER is acceptable to BIDDER, and the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performing and furnishing the Work for which this Bid is submitted.

(g) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm or corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for itself any advantage over any other BIDDER or over OWNER.

4. BIDDER will complete the Work in accordance with the Contract Documents for the following lump sum price(s):

(a) The bid includes all items specified herein or shown on the plans and details.

(b) Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

**Fire Station #2-Total Lump Sum Bid \$\_\_\_\_\_.**

**Fire Station #2-Lump Sum Bid – Written Out –**

\_\_\_\_\_ **Dollars & Cents**

**Fire Station #4-Total Lump Sum Bid \$\_\_\_\_\_.**

**Fire Station #4-Lump Sum Bid – Written Out –**

\_\_\_\_\_ **Dollars & Cents**

**TOTAL BASE BID FOR FIRE STATIONS #2 AND #4**

**Fire Stations #2, and #4- Total Base Bid - -Total Lump Sum Bid \$\_\_\_\_\_.**

**Fire Stations #2, and #4- Total Base Bid - Lump Sum Bid**

\_\_\_\_\_ **Dollars & Cents**

**Written Out**

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**Bid Alternate 1 - Fire Station #5-Total Lump Sum Bid \$ \_\_\_\_\_.**

**Fire Station #5-Lump Sum Bid**

	Dollars &	Cents
_____		
Written Out		

**Bid Alternate 2 for Fire Station #4- Remove 4 large trees as shown on the plan and remove stumps.**

**Total Lump Sum Bid \$ \_\_\_\_\_.**

**Bid Alternate 2 for Fire Station #4- -Lump Sum Bid**

	Dollars &	Cents
_____		
Written Out		

**Bid Alternate 3 for Fire Stations #2 or #5 Hot Applied Crack Filler by the Pound.**

**Estimated Quantity 2,000 lbs**

**Unit Bid Price \$ \_\_\_\_\_.**

**Total Bid Price Bid Alternate 3 \$ \_\_\_\_\_\*.**

**\*Total Price is based upon the estimated quantity. The quantity may be increased or decreased based upon budget, project need or other factors as determined by Owner.**

**Bid Alternate 3 for Fire Stations #2 or #5 - Total Bid For Bid Alternate 3**

	Dollars &	Cents
_____		
Written Out		

Note that the Bids for the work must be balanced. The Contract, if awarded, may be on the basis of including the work for all three Fire Stations **or on the basis of any combination of the three** or combination of base bid and bid alternates at the Owner's option.

5. BIDDER agrees that the Work will be completed and ready for final payment on or before the dates or number of calendar days indicated in the Agreement.
6. BIDDER accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work within the times specified in the Agreement.
7. **Iran Divestment Act** - Vendor/Bidder certifies that:
  - (a) It is not on the Iran Final Divestment List created by the NC State Treasurer pursuant to N.C.G.S. 147-86.58.
  - (b) It will not take any actions causing it to appear on said list during the term of any contract with the City
  - (c) It will not utilize any subcontractor to provide goods and services hereunder that is identified on said list.
8. **E-Verify Compliance** - Bidder/Proposer acknowledges that compliance with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes is required by the Contractor and its Subcontractors by North Carolina Law and the provisions of the Contract Documents. The Bidder/Proposer represents that the Bidder/Proposer and its Subcontractors are in compliance with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Article 2 of Chapter 64 of the North Carolina General Statutes requires employers, that transact business in the State of North Carolina and employ 25 or more employees in the State of North Carolina, to electronically verify the legal employment status of an employee through the federal E-Verify program after hiring the employee to work in the State of North Carolina.
9. List of Subcontractors – Attach page if additional space is needed.

LIST OF SUBCONTRACORS	
NAME OF COMPANY/ADDRESS	BID

10. The following documents are attached to and **made** a condition of this Bid:
  - Required Bid Security – **Not Applicable**
  - Non-Collusion Affidavit- **Not Applicable**
  - 00401- Contractor Reference Form
  - 00402 - M/WBE Documentation (if applicable)
  - 00403- E-Verify Affidavit- **Not Applicable**

11. Terms used in this Bid which are defined in the Instructions To Bidders will have the meanings indicated in the Instructions To Bidders.

SUBMITTED on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

By \_\_\_\_\_ being a \_\_\_\_\_  
Contractor's firm name Sole Proprietorship, Partnership, Corporation, Company, firm

State Contractor License No. \_\_\_\_\_.

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_  
(Owner, Partner, or Corporate President or Vice-President only)

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_  
(Corporate Secretary or Assistant Secretary only)



**INTENTIONALLY LEFT BLANK**

**REFERENCE INFORMATION**

All bidders must provide a list of three (3) client references of similar work. The reference information must include the company's name, a contact person's name with his or her title and their telephone number. Contractor must provide the information below with their bid sheet.

1. COMPANY  
NAME: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ MOBILE PHONE NO. \_\_\_\_\_

EMAIL: \_\_\_\_\_ BUSINESS FAX NO. \_\_\_\_\_

2. COMPANY  
NAME: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ MOBILE PHONE NO. \_\_\_\_\_

EMAIL: \_\_\_\_\_ BUSINESS FAX NO. \_\_\_\_\_

3. COMPANY  
NAME: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ MOBILE PHONE NO. \_\_\_\_\_

EMAIL: \_\_\_\_\_ BUSINESS FAX NO. \_\_\_\_\_

**CONTRACTOR INFORMATION**

Contractor must provide the information below with the bid sheet.

**PROSPECTIVE CONTRACTOR DATA FORM**

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ MOBILE PHONE NO. \_\_\_\_\_

EMAIL: \_\_\_\_\_ BUSINESS FAX NO. \_\_\_\_\_

TAX ID#: \_\_\_\_\_

Corporation Or Partnership: \_\_\_\_\_

Number of Years in Business: \_\_\_\_\_

Number of Years in Greenville Area: \_\_\_\_\_

Number of Permanent Employees: \_\_\_\_\_

Number of Part-time Employees: \_\_\_\_\_