

Attachment 5 – Respondent Questionnaire Aluminum Trailers

Instructions: Please attach additional pages as necessary to properly respond to the following.

Respondent Information

Respondent Company Name: _____

- Provide a description of the company.
- List key personnel, summarizing their roles in providing the proposed services under this Contract with the Recycling & Energy (R&E) Board, including their experience and qualifications. Specifically identify your proposed Account Manager.

If any subcontractors are to be used, please list each subcontractor name, address, contact person, phone number, and email. Provide a description of each company. List key personnel, their proposed role on your team, a summary of proposed services that they will provide, and their experience and qualifications in providing these services.

Complete the following questions for both the proposed primary Contractor and, if applicable, each subcontractor. Use a separate sheet as necessary.

Contract Non-completion or Non-performance

Within the past five years, has the Respondent failed to complete a contract with, or failed to perform any of its significant contract obligations?

Yes No

If yes, state name of parties to the contract, the date of the contract, and the reason for non-completion. If a bond was posted, state the contact information for the bond company.

Contract Parties	Date of Contract	Nature of and Reason for Non-completion or Non-performance

Has the Respondent or any of its subsidiaries or proposed subcontractors been a party to any lawsuits within the last five years that may affect its ability to perform the obligations described in the Proposal?

Yes No

If yes, list these lawsuits, the parties involved, and the resolution or status of each.

Within the past five years, has the Respondent, any of your subsidiaries or proposed subcontractors been the subject of any administrative or judicial action in Minnesota? This includes any facility or property owned or operated by your company, subsidiary, or proposed subcontractors. This includes violation of the conditions of a permit issued by a governmental entity or violations in Minnesota of environmental, zoning, or public health laws or regulations.

Yes No

If yes, state the details and disposition.

Performance Guarantees

Respond to each of the items below.

- Describe your company's project team structure and internal controls proposed to be used during the course of this contract and how quality will be monitored, controlled and maintained throughout the contract duration.
- Submit documentation that provides sufficient information to verify and evaluate the financial solvency of your company to perform the services described in this RFB.
- Estimated trailer delivery schedule (timeline starting from receipt of Contract).
- Description of equipment furnished including all interface requirements for R&E's scope of supply.
- Description of equipment furnished including all interface requirements for County's scope of supply.
- General arrangement and/or equipment outline drawings.
- Spare parts list and prices, noting the items and quantities recommended to be kept at R&E and items not stocked at Contractor's facility.
- Alternate source of spare parts/major replacement parts including main hydraulic cylinders, and all hydraulic components.
- General information on expected life of components.
- Discuss design features that provide for complete unloading of the trailer with no carryback.
- Manufactures user list of similar equipment.
- Curves of unloading time vs. pressure.
- Location/addresses of Contractor's maintenance/repair facility. Contractor shall make provisions such that all necessary warranty work can be performed at a maintenance/repair facility within 50 miles of 100 Red Rock Road, Newport, Minnesota.
- Provide a minimum of three (3) references for work completed in the last five (5) years that is similar to what is requested in this solicitation. Provide Company name, contact name and title, address, email address, telephone number and brief description of work completed.