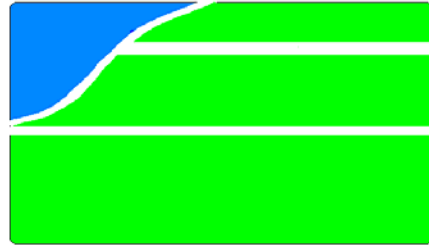




Resource Management Services



## **ATTENTION BIDDERS**

COUNTY OF LYCOMING

REQUEST FOR PROPOSAL/BIDS

FOR

LANDFILL GAS ENERGY PRODUCTION

**When proposers are either downloading RFP/BID documentation from Lycoming County Resource Management Services' web site ([www.lcrms.com](http://www.lcrms.com) / Business Information /Request for Bids) or receive a current copy from areas other than Lycoming County Resource Management Services' Landfill Site, bidders are required to contact Lycoming County Resource Management Services and place their company name on the bidders list. This will ensure that each bidder receives any and all addenda that may apply to the current RFP/BID package. Failure to receive all current information could result in your company submitting an inaccurate RFP/BID package, which may be disqualified by County of Lycoming.**

**447 ALEXANDER DRIVE  
MONTGOMERY, PA 17752  
800-326-9571  
570-547-6534 – FAX**

**COUNTY OF LYCOMING**  
**LANDFILL GAS ENERGY PRODUCTION**

**SECTION I**

**NOTICE TO BIDDERS**

**NOTICE TO BIDDERS****LYCOMING COUNTY COMMISSIONERS  
LYCOMING COUNTY  
WILLIAMSPORT, PENNSYLVANIA****LANDFILL GAS ENERGY PRODUCTION**

Sealed Requests for Proposals/Bids will be received by the Lycoming County Controller, at her office, Room 201, Lycoming County Executive Plaza, 330 Pine Street, Williamsport, PA 17701 until Monday December 13, 2010 at 5:00 P.M. prevailing time. Requests for Proposals/Bids will be opened at the regular meeting of the Lycoming County Commissioners at 10:00 A.M. prevailing time on December 14, 2010 for:

**LYCOMING COUNTY RESOURCE MANAGEMENT SERVICES  
LANDFILL GAS ENERGY PRODUCTION**

The project consists of Requests for Proposals/Bids for entering into a contract with the County of Lycoming for the expansion and operation of a landfill gas fueled cogeneration production system. Requests for Proposals/Bids shall be prepared and submitted in accordance with the instructions to proposers/bidders contained in the contract documents. Proposal/Bid documents and supplementary documents may be examined at the Lycoming County Resource Management Services offices at 447 Alexander Drive Route 15 Highway, Montgomery, PA 17752.

The County desires to utilize the potential of the landfill gas available at the Lycoming County Resource Management Services landfill to produce energy and associated financial benefits for the benefit of the County. It is the intent of the County through this request for proposal to select an experienced and qualified contractor capable of providing safe, efficient and effective operation. The selected contractor under contract with the County shall be fully responsible for the design, permitting, construction, financing, operation and/or negotiation of purchase agreements, as necessary to beneficially utilize the methane gas produced by the landfill. The contractor shall perform all duties in safe and environmentally sound practices compliant with all applicable federal, state and local laws and regulations.

The selected contractor must demonstrate a proven track record in its ability and reliability to implement revenue generated landfill gas projects, including responsibility for the design, permitting, construction, financing, operation on a solid waste facility site, as well as successful negotiation and effective use of power purchasing agreements, renewable energy credits and other financing and revenue mechanisms that will maximize the return to the County.

The County will be conducting a mandatory Prebid Meeting that will be held on December 1, 2010 at 10:00 AM at the Lycoming County Resource Management Services Administration Building, 447 Alexander Drive, Route 15 Highway, Montgomery, PA. This meeting will include a review of the RFP/Bid Documentation and site tour.

The County will consider proposals/bids for all proven landfill gas utilization technologies, contract terms and durations. Proposals/Bids shall be evaluated by the County in accordance with this RFP/Bid. Selection will be based upon the most advantageous proposal to the County as submitted in response to this RFP/Bid, at the sole discretion of the County. The County will not award a contract to anyone who cannot prove to the satisfaction of the County that the organization has sufficient experience in this type of work and is financially able and organized to successfully carry out the project covered by the proposal documents. Each proposal/bid shall be accompanied by completed questionnaires relating to the proposer's qualifications and financial status.

The County reserves the right to reject any and all proposals/bids, to waive any informality in the proposals/bids received, and to accept that proposal/bid which, in the County's judgment, best serves the interest of the County.

Commissioners of the County of Lycoming

Rebecca A. Burke  
Ernest P. Larson  
Jeff C. Wheeland

Attest: Ann M. Gehret  
Interim Chief Clerk

**COUNTY OF LYCOMING**  
**LANDFILL GAS ENERGY PRODUCTION**

**SECTION II**

**REQUEST FOR PROPOSAL (RFP) /BID**

## **REQUEST FOR PROPOSAL (RFP) LANDFILL GAS ENERGY PRODUCTION**

The County of Lycoming requests proposals from qualified firms to expand and operate a cogeneration electrical plant at the Lycoming County Landfill near Allenwood, PA.

### **GOALS**

The County's goals for this procurement are:

1. Provide sufficient equipment and electric generation capacity to meet the County's obligations to the Federal Bureau of Prisons, Allenwood, PA, pursuant to FBOP contract number DJBP020100000002.
2. Engage a contractor fully responsible for the design, permitting, construction, financing, operation, and/or negotiation of purchase agreements, as necessary to beneficially utilize the methane gas produced by the landfill using safe and environmentally sound practices compliant with all applicable federal, state and local laws and regulations.
3. Maintain acceptable levels of gas collection from the landfill to minimize off-site migration of gas, control on-site odors, and maintain compliance with all applicable laws and regulations related to air emissions from the landfill.
4. Utilize the potential of the landfill gas available at the Lycoming County Resource Management Services Landfill to produce energy and associated financial benefits for the benefit of the County.

### **BACKGROUND**

The County operates a lined municipal and residual waste landfill, in Brady Township near Allenwood, PA. The land on which the facility is located is owned by the United States of America, Bureau of Prisons and is occupied by the County pursuant to a Use Permit which runs through December 31, 2025. The facility is permitted by Pennsylvania Department of Environmental Resources until April 1, 2020. The landfill has received a mixture of municipal waste, sewage sludge, construction demolition and residual waste since June 1978 and has an estimated 1.5 additional years of capacity remaining on the existing footprint. A new field is planned for construction during 2011-2 and a second new field to be constructed in 2012-3. These two fields will add 10 years of capacity. During the last 3.5 years of operation, it has received an average of 1,050 tons per day. The total acreage of the site is 505 acres of which 98 acres are lined and have received waste. As of January 1, 8.4 million tons of solid waste are in place with waste depth varying up to 120 feet. When fully developed the facility will have a total capacity of 18.9 million tons of solid waste.

## **BACKGROUND CONTINUED**

An existing gas collection system of 72 gas wells, operating at 38 inches of water vacuum, collects an excess of 2,000 cubic feet of gas per minute. High quality gas is used by the co-generation plant with a portion of lower quality gas directed to the flare. The co-generation plant presently produces 1,000 kilowatts of electrical power, from (2) Caterpillar G3516 generator sets, for sale to the local utility.

Currently any condensate from the gas collection system is pumped to the leachate collection system, where it is treated by a local municipal sewer authority.

## **SCHEDULE FOR PROPOSAL PROCESS**

The County intends to adhere to the following schedule in selecting firms to perform work:

|    |                            |                   |
|----|----------------------------|-------------------|
| 1. | Proposal Issued            | November 12, 2010 |
| 2. | Mandatory Prebid Site View | December 1, 2010  |
| 3. | Proposals due              | December 13, 2010 |
| 4. | Selection of firm          | December 21, 2010 |
| 5. | Execution of Agreement     | March 20, 2011    |

## **COUNTY'S RIGHTS AND CONDITIONS**

The County will exercise in its sole discretion all rights and conditions with regard to this RFP. By responding to this RFP, proposers acknowledge and consent to the following conditions relative to this procurement process and the selection of one proposer:

1. All inquiries shall be directed to:
 

Michael D. Hnatin, P.E., Professional Engineer  
Lycoming County Resource Management Services  
447 Alexander Drive, PO Box 187  
Montgomery, PA 17752-0187  
Phone: (800) 326-9571  
Email: Michael.Hnatin@lcrms.com  
Facsimile: (570) 547-6534
2. This RFP does not obligate the County to contract with any of the proposers.
3. All costs incurred in connection with responding to this RFP will be borne by proposers.
4. The County reserves the right to reject all proposals.

**COUNTY'S RIGHTS AND CONDITIONS CONTINUED**

5. All proposals and qualification submissions shall become the property of the County and will not be returned.
6. This procurement shall be subject to all applicable Federal, State and Local laws, regulations, rules and requirements.
7. All rights which County has regarding the operation and continued operation of the landfill facility are limited by and subject to the Use Permit with the United States of America and State and Federal regulatory requirements.
8. The County reserves the beneficial use of all thermal energy resulting from the operation of landfill gas engine generators.
9. The County will provide a right-of-way for power lines in conjunction with the Federal Bureau of Prison Contract and assist contractor with right-of-way acquisition from FBOP pursuant to the contract.
10. The County will provide access to its landfill for the installation and/or modification and maintenance of gas collection lines.
11. The County will provide a suitable location at the landfill to be used for construction of a facility to house gas engine generators or other equipment.
12. All modifications or additions to buildings or buildings constructed pursuant to any agreement shall, at the option of the County, become property of the County upon termination of the agreement.
13. All modifications or additions to the gas collection system constructed pursuant to any agreement shall, at the option of the County, become property of the County upon termination of the agreement.
14. The County's sole obligation, other than as stated herein, under an agreement shall be to provide a quantity of landfill gas at a particular point.
15. The request may be modified or canceled at the sole discretion of the County.



## **PROPOSAL REQUIREMENTS**

The County desires to develop a reliable, environmentally favorable, and economically beneficial project to more fully utilize methane from its landfill and sell its energy. The proposals must include:

1. An introduction of proposer which will include, but not be limited to, corporate organization, statement of qualifications, most recent financial statement, brief company history, company references and telephone numbers, key employees with brief resumes of those that will actually work on the project, and letter of intent from a surety indicating interest in providing the performance guarantees for the project.
2. A work plan and proposed schedule for initiating project. The work plan will include critical go/no go points as well as a brief discussion of the process and technology to be used. Plan must provide sufficient detail so that the proposed project can be readily understood.
3. A specific itemization with detailed explanation of the benefits to the County. All financial aspects of the work plan, including remuneration and compensation must be specific and fully addressed. Proposers are encouraged to provide sufficient data in a format and quantity that will facilitate proposal evaluation.
4. A specific statement of responsibilities including ownership roles, operational roles, responsibility for expansion of the system as the landfill grows, responsibility for maintaining compliance with all permits, laws and regulations, responsibility for testing, monitoring and record keeping as required by existing, proposed permits and NSPS regulations. Proposals should address both removal of equipment at the end of the contract term and sale of the equipment to the County at the end of the contract term.
5. A specific delineation of the responsibility of proposer, County and/or other parties for the marketing, sales and guarantees for energy or recovered products from the project.
6. Specific statements of required utilities (electric, water, waste water, condensate return, etc.) required for the proposed project and a specific statement as to the party responsible for providing those services. It is generally the County's preference that all required utilities be provided by the proposer unless there is a clear economic advantage to having the County provide the service.
7. A detailed and specific statement of required land area and preferred location for the project facilities. Proposed facilities shall not interfere with existing or proposed landfill operations.

**PROPOSAL REQUIREMENTS CONTINUED**

8. A detailed and specific statement of the organizations which carry out each specific task in completing the proposed project including project development, contract negotiations with County, financial guarantor, energy or product sales and contracting, design, permitting, construction and operations.
9. Each proposal shall contain a detailed and specific statement of any guarantees, both operational and financial, which will be offered to the County with respect to the project.
10. The proposal should address disposition of the County's present Caterpillar electric generation equipment.
11. All proposals must address fulfilling the County's obligations under FBOP Contract number DJB020100000002.
12. All proposals must contain a sample agreement between the proposer and the County. The sample agreement must provide adequate information as to the identification of parties, their respective responsibilities and the methodology and determination and proposed amounts of remunerations and/or compensation. Final agreement provisions, guided by the requirements set forth herein will be negotiated following the selection of a proposal.

**EVALUATION OF PROPOSALS**

The proposals will be evaluated on numerous factors, including but not limited to, the following:

1. Feasibility of the project.
2. The quality of the work plan.
3. Qualifications of the proposer's organization and the experience of individuals within the organization in performing similar types of projects.
4. The capacity to perform the work in relation to the organization's overall workload.
5. Performance on past municipal projects and projects for others.
6. Benefits to the County.
7. Environmental impact and protection.
8. Schedule to bring additional energy production on line.

**AGREEMENT CONDITIONS**

The executed agreement will contain as a minimum the following conditions:

1. The agreement will remain in force for a minimum of 10 years.
2. All obligations of County under this agreement are expressly stated, and no other obligations are to be implied.
3. The agreement shall not be changed or modified except by a subsequent agreement in writing signed by both parties.
4. Each individual executing agreement on behalf of the chosen firm represents and warrants that he or she is duly authorized to execute and deliver agreement on behalf of said firm, and that agreement is binding upon said firm.
5. The agreement shall be governed by and construed in accordance with the laws of the State of Pennsylvania.
6. A performance bond in the amount of \$500,000.00 shall be provided until system is placed in full operation which shall be on or before March 20, 2013. The bond must be executed by a surety company legally authorized to do business in the State of Pennsylvania.
7. A non-refundable deposit in the amount of \$100,000.00 must be provided to County at time agreement is signed as partial payment of the County's share of the first year's revenue.
8. The Contractor shall permit no work to commence under this contract until all insurance required under this paragraph has been obtained and such insurance has been approved by the County. The County of Lycoming shall be named as an additional insured on all policies of insurance except for the policy or policies covering workers' compensation.
  - a) The contractor shall carry or require there be carried during the life of this contract workers' compensation insurance for all employees and for all employees of subcontractors and sub-subcontractors engaged in work at the site, in accordance with state compensation laws.
  - b) The contractor shall carry or require there be carried comprehensive general liability insurance to protect the contractor, all subcontractors and sub-subcontractors, and the County against claims which may occur during or result from operations under this contract. Such insurance shall provide coverage from claims for damages for personal injury, including accidental death, and property damage occurring during the life of the contract or as a result of the products and/or completed operations created by the contract.

**AGREEMENT CONDITIONS CONTINUED**

Coverage of bodily injury liability shall be provided in a minimum, single-limit amount of \$1,000,000 per occurrence during the life of the contract.

Coverage of property damage liability shall be provided in a minimum, single-limit amount of \$500,000 per occurrence during the life of the contract.

Coverage of contract products and complete operations liability shall be provided in a minimum \$1,000,000 bodily injury and \$500,000 property damage for a period of one year following the official contract completion date.

- c) The contractor shall carry or require there be carried comprehensive vehicle liability insurance with bodily injury limits of \$500,000 per person and \$1,000,000 per occurrence and property damage limit of \$500,000. The comprehensive vehicle liability insurance shall extend coverage to non-owned and hired cars used by the contractor, his subcontractors and sub-subcontractors.

The contractor shall furnish the County satisfactory evidence that the required insurance coverage has been obtained. Insurers shall be licensed in the State of Pennsylvania. All policies shall contain an endorsement which provides that they cannot be materially altered, canceled or lapsed during the period of coverage prescribed without thirty (30) days prior notice to the owner by registered mail.

9. The Contractor shall be responsible at its sole cost and expense for obtaining all permits and approvals of any kind whatsoever regarding the construction and operation of the system.
10. Any gas rights granted by County pursuant to a contract shall revert to the County if the system is not in full operation on or before March 31, 2013. At the end of the contract term all gas rights shall revert to the County.

**COUNTY OF LYCOMING  
LANDFILL GAS ENERGY PRODUCTION**

**SECTION III**

**INSTRUCTION TO BIDDERS**

## LANDFILL GAS ENERGY PRODUCTION

### INSTRUCTIONS TO BIDDERS

1. Defined terms.
  - 1.1 Bidder and Proposer - One who submits a bid directly to the County, as distinct from a subcontractor who submits to a bidder. Bidder and Proposer are used interchangeably.
  - 1.2 Requests for Proposals and RFP - A type of competitive procurement. With respect to this project, "RFP" and "Bid" are used interchangeably.
  - 1.3 Successful Bidder - the highest, responsible and responsive bidder who is a qualified provider to whom the County (on the basis of the County's evaluation as hereinafter provided) makes an award.
  - 1.4 Owner – The County of Lycoming. The terms “owner” and “County” may be used interchangeably.
2. Copies of Bidding Documents.
  - 2.1 Complete sets of the bidding documents and the number and for the deposit sum, if any, or non-refundable fee, if any, stated in the Notice to Bidders may be obtained from the offices of Lycoming County Resource Management Services, Montgomery, Pennsylvania.
  - 2.2 Two complete sets of bidding documents must be used in preparing bids; the County does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of bidding documents.
  - 2.3 The County, in making copies of bidding documents available on the above terms, does so only for the purpose of obtaining bids for the work and project listed and does not confer a license or grant for any other use.
3. Qualifications of Bidders.
  - 3.1 Each bid must contain evidence of bidder qualification to do business in the state where the project is located or covenant to obtain such qualification prior to award of any contract.
  - 3.2 The County will consider the bidder's record in performance of any contracts for the work which it may have entered into with the County, or with any other public bodies or corporations. The County expressly reserves the right to reject the bid of any bidder if the record discloses that bidder, in the opinion of

3. Qualifications of Bidders Continued.

the County, has not properly performed such contracts or has habitually and without just cause neglected the payment of bills or labor, materials or services, or has otherwise disregarded its obligations to subcontractors, material men, or employees.

3.3 The County may make such investigations as it deems necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the owner all such information and data for this purpose in a timely manner as the owner may request. The owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the owner that such bidder is properly qualified by experience and financial status to carry out the obligations of the contract, and to complete the work contemplated therein.

3.4 To assist the County in the review of bidder's qualifications to perform the work, each bidder must submit with the bid executed copies of an experience questionnaire form provided by the County and a financial statement and within five days of the County's request, such other written data evidencing bidder's financial status, previous experience, present commitments and any other data as may be requested. The financial statement may be submitted in a sealed envelope and the County will only open the envelopes of the three highest bidders unless an award must be made to other than one of the three highest bidders. These forms will become part of the contract documents. The County assumes no responsibility for the inadvertent disclosure of information submitted on the financial statement by any bidder.

4. Examination of Contract Documents and Site.

4.1 The responsibility of each bidder before submitting a bid:

4.1.1 To examine thoroughly the contract documents and other related data identified in the bidding documents;

4.1.2 To visit the site and become familiar with and satisfy bidder as to the general, local and site conditions that may affect cost, progress, performance or furnishing of the work;

4.1.3 To consider federal, state and local laws and regulations that may affect cost, progress, performance or furnishing of the work.

4.1.4 To study and carefully correlate bidder's knowledge and observations with the contract or documents and such related data; and

4. Examination of Contract Documents and Site Continued.

4.1.5 To notify County of all conflicts, errors, ambiguities or discrepancies in and between the contract documents and such other related documents and any other related documents.

5. Questions and Addenda.

5.1 All questions about the meaning or intent of the contract documents are to be directed to Michael D. Hnatin, Professional Engineer, Lycoming County Resource Management Services, 447 Alexander Drive, PO Box 187, Montgomery, PA 17752. Interpretations or clarifications considered necessary by the County in response to such questions will be issued by Addenda mailed and delivered to all parties recorded by the Lycoming County Resource Management Services as having received the bidding documents. Questions received less than seven days prior to the date for opening of bids may not be answered. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will not be considered and will be without legal effect.

5.2 Addenda may also be issued to modify the bidding documents as deemed advisable by the County.

6. Bid/RFP Form.

6.1 Bids by corporations must be manually executed in the corporate name by the president or a vice president (or other corporate officer accompanied by evidence of authority to sign) and the corporate seal must be affixed and attested by the secretary or assistant secretary. The corporate address and state of incorporation must be shown below the signature.

6.2 Bids by partnership must be manually executed in the partnership name and signed by a partner, his title must appear under the signature and the official address of the partnership must be shown below the signature.

6.3 All names must be typed or printed in ink below the signature.

6.4 All bids shall contain an acknowledgement of receipt of all addenda.

6.5 The address, telephone number and email address for communications regarding the bid must be shown.



6.6 Evidence of authority to conduct business as an out-of-state corporation in the state where the work is to be performed shall be provided by all out-of-state corporations in accordance with Paragraph 3 above.

6.7 Bidder shall quote prices in both forms and figures.

7. Bid submission. Bids shall be submitted at the time and place indicated in the Notice to Bidders and shall be enclosed in an opaque sealed envelope, marked with the project title and the name and address of the bidder and shall be accompanied by bid security and other required documents. If the bid is sent by mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with the notification "BID ENCLOSED" displayed prominently on the face of the outermost envelope.
8. Opening of Proposals. Proposals will be opened and (unless obviously non-responsive), read aloud publicly. An abstract of the bids may be made available to bidders after the opening of the bids.
9. Bids to remain subject to acceptance. All bids will remain subject to the acceptance for 60 days after the day of the bid opening. But, the County may, in its sole discretion, release any bid and return the bid security prior to that date.
10. Award of Contract.

10.1 The County reserves the right to reject any and all bids including, without limitation, the right to reject any or all non-conforming, non-responsive, unbalanced or conditional bids and to reject the bid of any bidder if the County believes that it would not be in the best interest of the County to make an award to that bidder, whether because the bid is not responsive or the bidder is unqualified or of a doubtful financial ability or fails to meet any other pertinent standard or criteria established by the County. The County also reserves the right to waive any and all informalities not involving price, time or changes in the work and to negotiate contract terms with the successful bidder. Discrepancies in the multiplication of units of work and unit prices will be resolved in favor of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.

10.2 In evaluating bids, County will consider the qualifications of the bidders, whether or not the bids comply with the prescribed requirements, and such alternates, unit prices and other data as may be requested in the bid form or prior to the notice of award.

10. Award of Contract Continued.

10.3 County may consider the qualifications and experience of subcontractors, suppliers, and other persons and organizations proposed for the portions of the work as to which the identity of subcontractors, suppliers and other persons and organizations must be submitted as provided in the bid documents. County may also consider the operating costs, maintenance requirements, performance guaranties of major items of material and equipment proposed for incorporation in the work when such data is required to be submitted prior to the notice of award.

10.4 County may conduct such investigations as County deems necessary to assist in the evaluation of any proposal and to establish the responsibility, qualifications, and financial ability of bidders, proposed subcontractors, suppliers and other persons and organizations to perform and furnish the work in accordance with the contract documents to owner's satisfaction within the prescribed time period.

10.5 If a contract is to be awarded, it will be awarded to the bidder whose evaluation by owner indicates to the owner that the award will be in the best interest of the County.

10.6 If a contract is to be awarded, the County will give the successful bidder a Notice of Award within 60 days after the date of the bid opening.

11. Contract Security. A successful bidder must deliver a performance bond guaranteeing the performance of all or parts of the contract and such other security, if any, which is set forth in the bidding documents.

12. Signing of Agreement. When the County gives a Notice of Award to the successful bidder, the bidder shall within 90 days thereafter negotiate a final agreement, sign and deliver the required number of contract documents and bonds to the County.

13. Mandatory Pre-bid Site View. All bidders must visit the County's solid waste facility in person or by way of a duly authorized representative. A mandatory pre-bid view will be conducted on December 1, 2010 at 10:00 a.m. All persons are to report to the LCRMS' offices. Failure to attend this pre-bid view will disqualify a bidder.

14. Sales and Use Taxes.

14.1 Any and all taxes now or hereafter imposed on the work to be performed and/or materials to be furnished or upon the contract itself or any matter and in connection therewith shall be paid by the successful bidder, it being the intention of the parties thereto that in no event shall such taxes be borne by the County.

14. Sales and Use Taxes Continued .

14.2 The Commonwealth of Pennsylvania, Department of Revenue Regulation 207 identifies those items which may be exempted from Pennsylvania Sales and Use Tax when purchased by the bidder. This provision is for informational purposes only and any determination or assessment of liability for sales and use taxes is solely the responsibility of the contractor.

15. Notice to Proceed. No work shall begin on the site until execution of the contract documents and issuance of the Notice to Proceed by the County.

**COUNTY OF LYCOMING  
LANDFILL GAS ENERGY PRODUCTION**

**SECTION IV**

**EXPERIENCE/QUALIFICATIONS QUESTIONNAIRE**

**EXPERIENCE-QUALIFICATIONS  
QUESTIONNAIRE**

- 1. Name of Bidder: \_\_\_\_\_
  - 2. Address: \_\_\_\_\_
  - 3. Address of principal place of business if different from No. 2: \_\_\_\_\_
- 

4. If bidder operates as individual:

- (a) Name: \_\_\_\_\_
- (b) Age: \_\_\_\_\_
- (c) Trade name or fictitious name under which business is conducted:

---

(1) Is trade or fictitious name registered: \_\_\_\_\_  
If so, where and when: \_\_\_\_\_

5. If bidder is a partnership, furnish the following information:

- (a) Date: \_\_\_\_\_ State and County in which partnership was formed \_\_\_\_\_
- (b) Name and business address of all present partners, including limited or silent partners and their respective interest:

| <u>NAME</u> | <u>ADDRESS</u> | <u>INTEREST</u> |
|-------------|----------------|-----------------|
| _____       | _____          | _____           |
| _____       | _____          | _____           |
| _____       | _____          | _____           |

- (c) Attach certified copy of Partnership Agreement.

6. If bidder is a corporation, furnish the following information:

(a) Date: \_\_\_\_\_

State

of

Incorporation \_\_\_\_\_

(b) Attach the following to this Information Sheet:

(1) Name, business addresses and office held by officers of company.

(2) Names and business addresses of directors.

7. If bidder is an association, joint stock association, or any other form of organization, except an individual, partnership, or corporation, furnish the following information:

(a) Date: \_\_\_\_\_ and place organized \_\_\_\_\_  
\_\_\_\_\_.

(b) Attach the same information required of corporations in number 5 above.

8. How many years has your organization been in business

under your present business name?

\_\_\_\_\_

9. How many years experience in Methane Gas Recovery and/or Energy Production work has your organization had:

(a) As a general contractor: \_\_\_\_\_

(b) As a subcontractors: \_\_\_\_\_

(c) As a developer: \_\_\_\_\_

10. List the most significant projects your organization has completed in the last five years which are considered to be the most comparable to the Landfill Gas Recovery and Energy Production System proposed for Lycoming County:

| <b>Contract Amount</b> | <b>Type of Work</b> | <b>Date Completed</b> | <b>Name &amp; Address of Owner</b> |
|------------------------|---------------------|-----------------------|------------------------------------|
|                        |                     |                       |                                    |
|                        |                     |                       |                                    |
|                        |                     |                       |                                    |
|                        |                     |                       |                                    |
|                        |                     |                       |                                    |
|                        |                     |                       |                                    |
|                        |                     |                       |                                    |
|                        |                     |                       |                                    |
|                        |                     |                       |                                    |
|                        |                     |                       |                                    |

11. Have you ever failed to complete any work awarded to you?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, where and why:

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12. Has any officer or partner of your organization ever been an officer or partner of some other organization that failed to complete a construction contract?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, state the name of the individual, the name of the organization and the reason for the failure:

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13. Has any officer or partner of your organization ever failed to complete a construction contract handled in his/her own name?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, state the name of the individual, the name and address of the owner and the reason why the work was not completed:

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---

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If Individual

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If Partnership

\_\_\_\_\_

Name: \_\_\_\_\_

Partners:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ATTEST:

If Corporation

Name: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_