

WICHITA PUBLIC SCHOOLS

Unified School District No. 259

School Service Center

3850 N. Hydraulic

Wichita, Kansas 67219

*Plant Facilities Department;
Design & Construction Section
(316) 973-2008 - FAX 973-2277*

RE: Unified School District #259 “Approved Bidders List”

Should your firm wish to be considered for the district’s approved bidders list, please submit the following to USD 259, Director of Design & Construction, 3850 N. Hydraulic, Wichita, KS 67219:

1. AIA form A-305, Contractor’s Qualification Statement filled out (excluding, Item 5). This form can be obtained at Kansas Blue Print in Wichita.
2. A letter from your surety company verifying your bonding capacity.
3. Your firm’s Equal Employment Opportunity Declaration (which complies with the affirmative action requirements of the Kansas Commission on Civil Rights).
4. A list of all fines, stop work orders, citations and warnings issued to the contractor during the last 3 years by state, federal or local regulatory agencies and an explanation of each.
5. A photocopy of your current contractor’s license.
6. Information regarding whether your company is MBE (Minority Business Enterprise) or WBE (Women’s Business Enterprise).
7. Information regarding breakdown of your staff; total number of full-time employees, the number of full time minority staff members vs. non-minority staff members and the number of full time female employees vs. full time male employees.
8. On a separate sheet, list major construction projects your organization has in progress, giving the name of project, owner, architect, contract amount, percent complete and scheduled completion date.
9. On a separate sheet, list the major projects your organization has completed in the past three years, giving the name of project, owner, architect, contract amount, date of completion and percentage of the cost of the work performed with your own forces.
10. On a separate sheet list the construction experience and present commitments of the key individuals of your organization.

Upon review of your submittals, you will be notified of the review committee’s recommendations.

Thank you for your interest in Wichita Public Schools.

Luke Newman
Director
Design and Construction