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|  | Company Name & Address: Contact Name & Information: |  |
|  | QUESTION | COMMENTS |
|  | 3.7.1  A. Background, Qualifications and Experience | |
|  | Provide a brief description of Company’s qualifications to perform the Scope of Services requirements. |  |
|  | Does your company have previous experience repairing asphalt and repaving in the past 3 years? If yes, provide details of applicable projects. |  |
|  | Does your company have any letters of recommendations that can be submitted as a part of this  RFP? If yes, please include. |  |
|  | How long has your company been in business? |  |
|  | Have you ever operated under another business name? If yes, please list the name(s) and date(s). |  |
|  | What state is your company incorporated in? |  |
|  | How many employees does your company employ?  (Direct employees only) |  |
|  | What is the shortest timeframe an employee has worked  with you and what is the longest? |  |
|  | In what types of projects do you specialize? |  |
|  | What sets you or your company apart from your  competitors? |  |
|  | What does your company offer its employees by way of  job education? |  |
|  | What is the longest amount of down-time your company experienced between jobs and why? |  |

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|  | Have you, individually or as a part of your company, ever  failed to complete any project? If yes, explain why. |  |
|  | Identification of litigation currently impacting the  Company, if any. State “NONE”, if none. |  |
|  | Identification of any fines or violations received in the past 3 years relative to safety and environmental issues. State “NONE”, if none. |  |
|  | State your Experience Modification Rate (EMR). This can  be obtained from your insurance company. |  |
|  | Have you had any legal action brought against you as the  result of work you have performed? If yes, why, and what was the outcome? |  |
|  | Have you or any of your company’s ever declared bankruptcy? |  |
|  | How will you identify which sub-contractors to work on  this Project? |  |
|  | Describe your Company’s warranty program. |  |
|  | Describe your project close-out process. |  |
|  | Is your company bondable for 100% of the project cost  for both performance and payment? | Yes or No |
|  | B. Project Management | |
|  | How much lead-time does your company need to begin  dedicating resources to this project once the contract is signed? |  |

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|  | Are you able to meet the requirement of having a supervisor on-site when work is being performed? No  exceptions | Yes or No |
|  | - Supervisor must be knowledgeable in all aspects of managing a construction site. Site Supervisor must be able to communicate from the site via  electronic means. |  |
|  | Conflicts between Company and KCH may occur from  time to time during this project; how do you anticipate mitigating disagreements as well as resolving them? |  |
|  | Do you have a project management plan to ensure cost- effective, efficient and timely performance of all project  tasks? If yes, please describe. If not, |  |
|  | How do you track and manage questions, resolutions, decisions, directions and other information matters throughout your projects? |  |
|  | If your company does not have a West Hawaii office, will you be willing to discuss partnering with a locally based  contractor? | Yes or No |
|  | How many projects will your company have occurring at  the same time as this project? |  |
|  | - If multiple projects, how will your company successfully manage all projects at the same time? |  |
|  | How many outstanding bids does your company have at  this time? |  |

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|  | In order to execute the project by the agreed upon completion date, what will you require of HHSC? What  do you see as HHSC’s responsibilities? |  |
|  | Submit a detailed yet approximate project timeline. A separate sheet behind the mandatory questions may be  used if necessary. |  |
|  | What steps will your company take to execute the  project in a cost-effective, efficient and timely manner? |  |
|  | What potential project risks or issues are anticipated and  how will they be addressed in order to minimize risk? |  |
|  | KCH has implemented Procore project management software, mainly to manage the RFI process and upload project documents.  Does your company use Procore currently? If yes, to what extent is Procore used? |  |
|  | C. Financial | |
|  | What is your company’s legal structure? |  |
|  | What is your OH&P percentage for this project? |  |
|  | How is OH&P calculated? |  |
|  | How do you calculate OH&P on additive and deductive  change orders? |  |
|  | How do you ensure your subcontractors are providing  fair pricing? |  |
|  | What is your Company’s bonding capacity? |  |

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|  | QUESTION | COMMENTS |
|  | If it is determined some work must be performed on off- work or weekend, how will the upcharge be computed  with this being a fixed fee agreement? |  |
|  | Do you bill monthly or according to milestones? Please explain in detail your billing method as well as deposit  requirements, if any. |  |
|  | D. References | |
|  | Provide a brief description of three (3) past and/or present contracts demonstrating Company’s qualifications, experience and performance with regard to performance of the Scope of Services requirements. Include customer name, contact name, email address  and telephone number. |  |
|  | If KCH was to contact any of your subcontractors for a reference, what do you think they would tell us about your company and your projects? |  |
|  | Who are your top 3 material suppliers? |  |
|  | - Are your accounts in good standing? If not, why? |  |
|  | Why should KCH hire your company to perform the  requirements of this project? |  |
|  | Is there any additional information that might be  valuable to KCH in determining which company to award this RFP to? |  |