



Department of Watershed Management
www.atlantawatershed.org/vendor

**Small Business Development Program
 Contractor/Consultant Questionnaire**

Instructions: A hard copy of the Completed Questionnaire with all attachments must be hand-delivered or postmarked no later than March 01, 2010, to the attention of Chris Lewis at the address below. You may fax or email your Questionnaire to the attention of Chris Lewis to insure your information arrives by 03/01/10. However, a hard copy application with original signature and all attachments, postmarked no later than 03/01/10, must be received for your application to be considered complete.

Attention: Chris Lewis
 Department of Watershed Management, Clean Water Atlanta PMC
 230 Peachtree Street, Suite 500
 Atlanta, Georgia 30303
 Fax: 404-521-0463
 Email: Christopher.Lewis@us.mwhglobal.com

Once a completed Questionnaire is received, an assessment process will be conducted. 25-30 companies will be selected for participation in the 2010 City of Atlanta Department of Watershed Management Small Business Development Program. Companies will be notified by email of the determination by March 15, 2010.

The Small Business Development program is designed for Small, Minority and /or Female Owned businesses that meet the following criteria:

Minimum Qualifications: The following are minimum qualifications needed to be considered as a Small, Minority and/or Female Owned business:

- Be in business at least one calendar year.
- Demonstrate reasonable success potential.
- Gross revenue of Company must not have exceeded \$31 million dollars over the past three (3) calendar years.

| | |
|--|----------|
| Name of Company: | |
| Contact Person / Title: | |
| Name of representative that will attend SBDP training: | |
| Physical Address: | |
| Street: | |
| City, State, Zip: | |
| Telephone No.: | Fax No.: |



Department of Watershed Management
www.atlantawatershed.org/vendor

**Small Business Development Program
 Contractor/Consultant Questionnaire**

| | |
|----------------|--|
| Email Address: | |
|----------------|--|

CERTIFICATIONS

Do you have a current City of Atlanta MBE Certification Yes () No () If yes, please attach copy

Do you have a current City of Atlanta FBE Certification Yes () No () If yes, please attach copy

If you have a City of Atlanta certification application pending, please provide a copy of document acknowledging City of Atlanta's receipt of your documents for certification.

TYPE OF BUSINESS

- Construction
- Construction Management (Project Management)
- Consulting Services (Public Involvement – Contract Administration)
- CCTV
- Smoke / Dye Testing
- Other (Please list on separate sheet of paper and include as attachment)

COMPANY DATA

How Long has your company been in business under its present name? _____ (Years/Months)

Describe the services provided by your firm as they relate to SSES/Sewer Rehabilitation: _____

Who are the owners of your firm and their titles? _____ What is your total number of employees? _____
 _____ How many employees are seasonal? Part-time? _____

COMPANY EXPERIENCE

List the Active Contracts/Subcontracts your firm holds:

| Project | Prime Contractor Name, Contact & Phone # | Type of Work Subcontracted | Amount (\$) |
|---------|--|----------------------------|-------------|
| | | | |
| | | | |
| | | | |



Department of Watershed Management
www.atlantawatershed.org/vendor

**Small Business Development Program
 Contractor/Consultant Questionnaire**

Please check (X) any of the following specific work efforts in which your Company has experience:

- | | |
|---|---|
| <input type="checkbox"/> 02000 Sitework <input type="checkbox"/> 02020 Use of Explosives <input type="checkbox"/> 02050 Demolition <input type="checkbox"/> 02110 Clearing and Grubbing <input type="checkbox"/> 02125 Temp/Perm Erosion and Sedimentation Control <input type="checkbox"/> 02140 Dewatering <input type="checkbox"/> 02150 Sheeting, Shoring and Bracing <input type="checkbox"/> 02200 Earthwork <input type="checkbox"/> 02224 Pipe Boring and Jacking <input type="checkbox"/> 02225 Trench Excavation and Backfill <input type="checkbox"/> 02229 Bore and Jack Casings <input type="checkbox"/> 02247 Horizontal Directional Drilling <input type="checkbox"/> 02271 Gabions <input type="checkbox"/> 02273 Riprap <input type="checkbox"/> 02300 Steel Section Piles <input type="checkbox"/> 02301 Tunnel and Shaft Excavation <input type="checkbox"/> 02302 Granite Curb <input type="checkbox"/> 02304 Granite Block <input type="checkbox"/> 02308 Hexagonal Block Pavement <input type="checkbox"/> 02310 Unit Pavers <input type="checkbox"/> 02314A Auger Cast Concrete Piling <input type="checkbox"/> 02365 Steel Piles <input type="checkbox"/> 02416 Geogrid Reinforced Earth Retaining Structures <input type="checkbox"/> 02460 Geotechnical Instrumentation and Monitoring <input type="checkbox"/> 02510 Asphalt Paving <input type="checkbox"/> 02511 Preconditioning and Cleaning Manholes and Sewers <input type="checkbox"/> 02520 Cured-in-Place Pipe Liner | <input type="checkbox"/> 02522 Cured-in-Place Service Lateral Liner <input type="checkbox"/> 02530 Concrete Walks <input type="checkbox"/> 02532 Concrete Curbs and Gutters <input type="checkbox"/> 02575 Removing and Replacing Pavement <input type="checkbox"/> 02607 Manholes, Junction Boxes, Catch Basins & Inlets <input type="checkbox"/> 02645 Fire Hydrants <input type="checkbox"/> 02665 Water Mains and Accessories <input type="checkbox"/> 02668 Water Service Connections <input type="checkbox"/> 02711 Fencing and Gates <input type="checkbox"/> 02720 Storm-Sanitary Sewers, French Drains and Pipe Culverts <input type="checkbox"/> 02723 Catch Basins, Grate Inlets and Headwalls <input type="checkbox"/> 02725 Pipebursting Method <input type="checkbox"/> 02730 Gravity Sewers and Accessories <input type="checkbox"/> 02735 Sewer Service Connections <input type="checkbox"/> 02752 Internal Sewer Condition Assessment <input type="checkbox"/> 02757 External Point Repair of Sanitary Sewers <input type="checkbox"/> 02850 Railroad Work <input type="checkbox"/> 02900 Trees, Plants and Ground Cover <input type="checkbox"/> 02933 Seeding <input type="checkbox"/> 02xxx Atlanta Tree Ordinance <input type="checkbox"/> 03100 Concrete Formwork <input type="checkbox"/> 03200 Concrete Reinforcement and Dowelling <input type="checkbox"/> 03250 Concrete Joints <input type="checkbox"/> 03300 Cast-in-Place Concrete <input type="checkbox"/> 03605 Doweling into Existing Concrete <input type="checkbox"/> 03740 Concrete Repair Crack Injection |
|---|---|

Other (Project Mgt., Public Information, etc.), please list:



Department of Watershed Management
www.atlantawatershed.org/vendor

**Small Business Development Program
 Contractor/Consultant Questionnaire**

SELF EVALUATION

Please check (X) how you rate your company in the following skills?

| Skills | Need Improvement | Fair | Good |
|--------------------------------|------------------|------|------|
| Scheduling | | | |
| Estimating | | | |
| Accounting | | | |
| Marketing/Business Development | | | |
| Prime/ Subcontractor Relations | | | |
| Computer Utilization | | | |
| Office Operations | | | |
| Human Resources | | | |
| Cash Flow Management | | | |
| Contract Negotiation | | | |
| Job Costing | | | |
| Banking Relationships | | | |
| Overhead Management | | | |

Please check (X) any of the following areas in which your company needs improvement:

- | | | | |
|------------------------|-----|--------------------------|-----|
| Scheduling Crews? | () | Lack of Profit? | () |
| Equipment Maintenance? | () | Cash Flow? | () |
| Record-Keeping? | () | Relationship with Prime? | () |
| Payroll and Taxes? | () | Job Cost Control? | () |
| Lack of work? | () | Contract Language? | () |

The undersigned hereby certifies that the information contained herein is a true and accurate representation of the status and condition of my company.

 Name & Title (Print)

 Signature & Date