Division Nine Contracting, Inc.
4047 E. Superior Ave., Phoenix AZ 85040
(602) 437-8900 Fax (602) 437-5368
www.divisionnineinc.com / info@divisionnineinc.com
ROC 159438 / 089827 / 094309

REQUEST FOR QUALIFICATIONS NO. 121714

A DESIGN-BUILD PROJECT
FOR

PAYSON COURTHOUSE STEPS AND LANDINGS
714 S. BEELINE HIGHWAY
PAYSON ARIZONA

General Information

COMPANY NAME: DIVISION NINE CONTRACTING, INC.

ADDRESS: 4047 E. SUPERIOR AVE., PHOENIX AZ 85040

PHONE: 602-437-8900 FAX: 602-437-5368

NAME OF PRIMARY CONTACT: MATTHEW L. WELCH

EMAIL ADDRESS: MATTW@DIVISIONNINEINC.COM

NAME OF AUTHORIZED CONTRACT SIGNER(S): THOMAS E. RUSSO – CEO / KENNETH L. FENOLIO – PRES.

YEARS IN BUSINESS UNDER ABOVE NAME: 25 CONTRACTOR LICENSE NO: ROC 159438

CLASS: KB2 STATE: AZ

OTHER LICENSE(S) HELD BY FIRM: L-36 089827, C-36 094309

BONDING COMPANY: THE GUARANTEE COMPANY OF NORTH AMERICA AGENT: ROMAN RUIZ

CHECK AREAS OF SPECIALTY:

CIVIL/UTILITY	[ ]	ELECTRICAL	[ ]	FIRE LIFE SAFETY	[ ]
GENERAL CONSTRUCTION	[X]	MECHANICAL	[ ]		

CHECK ALL THAT APPLY:

BUSINESS TYPE

[ ] SOLE PROPRIETORSHIP [ ] PARTNERSHIP [X] CORPORATION [ ] STATE OF INCORPORATION

DIVERSITY BUSINESS OWNER DESIGNATION

[ ] WOMEN-OWNED [ ] WOMEN-OWNED MINORITY-OWNED [ ] MINORITY-OWNED
[ ] DISABLED BUSINESS OWNER [ ] DISABLED VETERAN [ ] DISADVANTAGED
[ ] NON-PROFIT GOVERNMENT EDUCATION

ORGANIZATION SIZE CLASSIFICATION

[ ] INDIVIDUAL [X] SMALL - AZ (LESS THAN $4M GROSS/YR OR LESS THAN100 FTE)
[ ] LARGE [ ] SMALL - FEDERAL (LESS THAN $8M GROSS/YR)
[ ] NONE OF THE ABOVE

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Letter of Introduction

May 13, 2015
Submitted to: Gila County
Re: RFQ # 121714

In 1990 Division Nine Contracting evolved from Russo Lath & Plaster, which was started in 1986. Over the past 25-years, Thomas Russo & Kenneth Fenolio have directed our growth in to the Foremost Finish Contractor in the Phoenix Area. From specialty finishes on large custom homes to numerous new hospitals and other large projects we are well known for our performance and dedication to quality.

Our General Contracting Division was born in 1998 and has become synonymous with luxury residential and commercial remodeling, renovation and restoration. We pride ourselves in conquering unusual projects others turn away from and enjoy being known for our "we can do it" philosophy.

As well as being one of the forerunners in "Exterior Insulation and Finish System" (EIFS) installation in the valley, we also have the expertise and the personnel to install custom hand-formed plaster, custom plaster castings, authentic lime-putty plaster, Venetian plaster, and custom staining.

Pulling from our seasoned in-house personnel and the finest vendors in the market, we form project teams that are unsurpassed in quality and innovation. If a project requires elements that are unfamiliar in the market, we'll spend the time and resources to research and develop methods to integrate new products in to a project. A prime example is exterior Glassfiber Concrete Cladding, we are one of the first in the Phoenix area to spend the time training our personnel and now have a division dedicated to alternative wall cladding products.

We're extremely proud of our ever-expanding client list that includes well known entities such as Arizona State University, Gila Community College, Century Link, Central Arizona Project, Arizona Public Service, and the Salt River Pima-Maricopa Indian Community. We've also been privileged to work on numerous high visibility projects such as Grady Gammage Auditorium, Banner Health (3) locations, Twin Arrows Casino, Wild Horse Pass Casino, and The University of Phoenix Stadium

Where "Value Engineering" is critical, we work closely with owners, designers, architects, and engineers from the planning stages to achieve the most workable budgets early on. The fact that we perform specialty finishes and numerous other trades "In-house" often allows us to find ways to lower costs even further without sacrificing quality or aesthetics.

We are a merit shop staffed by the most experienced and skilled management personnel and craftsmen who adhere to the highest standards of our industry. We are proud that our core group of personnel has enjoyed an average of over 15 years of employment. We would be pleased to have the opportunity to help you expedite your projects to your complete satisfaction.

Thomas E. Russo

CEO

Project Experience:

Project Name: New Cosmetology Academy
Gila Community College – Payson AZ

a) Project Description: Site work, utilities and new 1700 SF modular classroom.
b) Capacity of firm: General Contractor
c) Percentage completed with own forces: 25%
d) Pre-construction services provided: Design, plans & permits
e) Original contract amount: $246,688
f) Final contract amount: $310,699
g) Change orders – owner: $64,011
h) Change orders – other:
i) Originally scheduled completion date: 09/30/2014
j) Start of design phase: 05/12/2014
k) Start of construction: 06/09/2014
l) Actual Date of completion: 08/31/2014
m) Firm's Personnel dedicated to project:
   a) Project Manager: Matthew L. Welch
   b) Superintendant: Gary Borst
n) Owner: Gila Community College Agent: Stephen Cullen, Senior Dean Phone: 928-812-0093 Email: steve.cullen@eac.edu

Project Name: Community Church Of The Verdes – Rio Verde AZ

a) Project Description: Complete exterior re-skin
b) Capacity of firm: General Contractor
c) Percentage completed with own forces: 95%
d) Pre-construction services provided: Destructive testing, product samples
e) Original contract amount: $256,660
f) Final contract amount: $257,630
g) Change orders – owner: $970
h) Change orders – other:
i) Originally scheduled completion date:02/27/2014
j) Start of design phase: 09/13/2013
k) Start of construction: 10/20/2013
l) Actual Date of completion: 02/27/2014
m) Firm's Personnel dedicated to project:
   a) Project Manager: Matthew L. Welch
   b) Superintendant: Jaime Bejar
n) Owner: Community Church of the Verdes
   Agent: Brian Cassidy - CCBG Architects
   Phone: 602-625-5008 Email: bcassidy@ccbg-arch.com

Project Name: ASU Tempe - Grady Gammage Loading Dock Repairs

a) Project Description: Plaster Repairs at sloped walls to loading dock
b) Capacity of firm: General Contractor
c) Percentage completed with own forces: 75%
d) Pre-construction services provided: Product specification, destructive testing, finish samples.
e) Original contract amount: $85,870
f) Final contract amount: $121,018
g) Change orders – owner: $35,148
h) Change orders – other:
i) Originally scheduled completion date: 08/16/2012
j) Start of design phase: 06/10/2012
k) Start of construction: 06/24/2012
l) Actual Date of completion: 08/16/2012
m) Firm's Personnel dedicated to project:
    a) Project Manager: Kenneth Fenolio
    b) Superintendant: Jaime Bejar
n) Owner: ASU Agent: Bob Backus
    Phone: 480-363-8548 Email: robert.backus@asu.edu

Project Name: ASU Tempe - Schwada Hall

a) Project Description: Exterior re-plaster and misc. repairs
b) Capacity of firm: General Contractor
c) Percentage completed with own forces: 95%
d) Pre-construction services provided: Product specification, product smaples
e) Original contract amount: $37,840
f) Final contract amount: $37,840
g) Change orders – owner:
h) Change orders – other:
i) Originally scheduled completion date: 07/11/2012
j) Start of design phase: 06/03/2012
k) Start of construction: 06/17/2012
l) Actual Date of completion: 07/11/2012
m) Firm's Personnel dedicated to project:
    a) Project Manager: Kenneth Fenolio
    b) Superintendant: Jaime Bejar
n) Owner: ASU Agent: Bob Backus
    Phone: 480-363-8548 Email: robert.backus@asu.edu

Prime Team Member Experience:

Proposed Project Team:

Thomas E. Russo – Chief Executive Officer / Director

A. Employed with Division Nine – 28 years
B. Field -9 years Plastering
C. Management -4 years Gray Plastering, estimating/project manager
D. Management -3 years Noel Plastering, General Manager
E. Education -B.S. Industrial Technologies – A.S.U.
F. AWCC-AZ -President

Kenneth Fenolio – President / Contract Administrator

A. Employed with Division Nine – 28 years
B. Field -4 years Material Sales
C. Management -4 years Gray Plastering, estimating/project manager
D. Education -B.S. Construction Management – A.S.U.

Antonia Russo – Vice President, Safety Director

A. Employed with Division Nine – 14 years
B. Management - 10 years office manager
C. Management - OSHA Certifications – 10 and 30 Hour

Matthew L. Welch – Project Manager

A. Employed with Division Nine – 15 years
B. Field - 8 years residential/commercial concrete placement
C. Field - 8 years residential/commercial framing & drywall
D. Field - 6 years residential metal framing & prefabrication
E. Field - 10 years General Superintendent
F. Management - 15 years Project Management

Gary Borst – General Superintendant:

A. Employed with Division Nine – 15 years
B. Field - 10 years lather/framer
C. Field - 5 years project foremen
D. Supervision - 9 years General Superintendent
E. Skills / Qualifications:

Shan Sundaram – Structural Engineer (see qualifications below)

Qualifications of Design Professional

SHAN SUNDARAM Ph.D. P.E.

EDUCATION: B.E. (Civil Engineering, India), M. Tech (Structural Engineering, India), Ph.D. (Structural Engineering, Purdue University, Indiana)

PROFESSIONAL Fellow, American Society of Civil Engineers; Member, Structural Engineers Association of Arizona

PROFESSIONAL REGISTRATIONS: Arizona (Structural, Civil), California (Civil), Indiana (Civil-Structural, to be renewed), Pennsylvania (Civil-Structural, inactive status), Nevada (Civil)

EXPERIENCE: *TEACHING:* In Civil and Structural Engineering subjects: Lecturer, Assistant Professor and Professor, Coimbatore Institute of Technology, India 1956-1963 and 1969-1970; Associate Professor, California State University, Los Angeles, California 1983-1984; Adjunct Faculty, Mesa Community College, Mesa, Arizona 1989; Adjunct Faculty, Frank Lloyd School of Architecture Scottsdale, Arizona 2003 and 2004. Total period: 10 years.

CONSULTING: Principal and Structural Engineer, Sundaram Engineering, Inc., 31 years from 1983 to present.

Structural analysis and design of structural steel, cold formed steel, concrete, masonry and wood buildings of commercial, industrial, office, warehouse, water reservoirs and schools. Design of bridges, culverts and drainage structures. Responsible for production of drawings, specifications and cost estimates. In addition, during construction phase, review of shop drawings and test results of materials, special and field inspections and addressing and resolving field problems.

Project Engineer, Magadini- Alagia Associates, Phoenix, Arizona 5 years from 1978 to 1983.

Analysis and design of bridges, industrial buildings, hospitals, hotels and schools. Production of working drawings and review of shop drawings for various projects.

Program Development Engineer, ADOT, Phoenix, Arizona, 3 years from 1975 to 1978:

Maintaining structural, hydraulic and drainage structures and civil engineering computer programs. Also development of new programs to benefit ADOT engineers. Assisting the engineers in designing of bridge projects using computer programs.

Project Engineer, Structural Department, Scranton, Pennsylvania, 2 years from 1973 to 1975.

Among the projects worked on and supervised was the major project of $ 115 million total cost: The Veterans Administration's ten storied hospital building in Bronx, New York. It is a steel framed structure with under ground concrete tunnels for carrying utilities.

Chief Structural Engineer and Bridge Engineer, Indianapolis, Indiana, 4 years.

Analysis and design of high-rise apartment towers, automobile body building plant, industrial electrical assembly plant, hotels and irrigation structures. Also City, County, State and Interstate Bridges.

Contract Management Plan

1. Programming the project is the most important step in completing a project within budget and time constraints, tracking progress at appropriate intervals will insure adherence to the program.
2. Each project will be analyzed and personnel will be dedicated according to project scope and necessary expertise. A project manager will be assigned to each project.
3. Quotes will be prepared using Pro-Est Estimating. Invoicing in AIA format and job costing will be performed using Computer-Ease software.
4. Closeout procedure will be included and tracked within the project program and necessary documentation will be scheduled to coincide with construction activity.
5. Warrant procedures will be initiated within the program to coincide with project completion and closeout documentation.
6. When multiple projects are underway, appropriate personnel will be assigned. Depending on scope of project, multiple projects may be assigned to a single project manager, same applies to supervisors and foremen.
7. Depending on scope and location, we can perform up to 10 projects simultaneously. Though we work statewide, multiple projects outside the Phoenix Metro simultaneously will reduce the number of projects we can perform depending on scope and location.

Quality Management Plan:

1. During programming and schedule development all trades are consulted to insure realistic expectations. Daily inspections by superintendants and daily consultations with project manager insure the adherence to schedule and budget. Our internal progress is tracked by our overall program & schedule in the same manner as the field.
2. With preconstruction services, again we delegate the appropriate personnel based on the scope. Being familiar with the project scope enables our personnel to coordinate with Architects & Engineers to develop the most efficient and cost effective means and methods of completing a project.
3. Field Superintendants conduct QC inspections on a daily basis, project managers inspect on a weekly basis, and our Safety Coordinator is also well versed in QC. This overlap of QC inspections guarantees delivery of a quality product.
4. When we develop the schedule for a project we take care to insert necessary overlap and contingency. Compiling a realistic schedule then daily monitoring will lead to timely project completion.
5. Our company mission philosophy dictates that we deliver value to our clients to insure client satisfaction and our continued prosperity.
6. We feel that delivering a quality project within budget and time constraints will eliminate complaints. In the event a complaint arises, we meet it head-on with our only goal being client satisfaction. If the complaint cannot be resolved in the field, our President & CEO will lead the effort to resolve.

Value Engineering:

1. This project is pretty straight forward, to maintain aesthetic continuity of the overall structure, we recommend removing the wood structure and replacing with similarly sized steel components.
2. We do recommend leaving tall wood post supports for the main roof structure above in place if engineering will allow.

System Data:

1. The structure will be fabricated using standard steel members.
2. With regular inspections and typical maintenance the system should perform for a period exceeding 10 years.
3. There will be no extended warranty beyond the standard 1-year as required.
4. If necessary, replacement parts will be standard steel members and price will depend on steel prices at time the parts are required.

The purpose of this program is to ensure those potential hazards and hazard control measures for company employees understand chemicals used by this company.

The written program is available for employee's review at any time. It is located at 4047 E. Superior Ave, Phoenix, AZ 85040. A copy of the program will be provided to any employee or employee representative, upon request.

HAZCOM/SDS

CONTAINER LABELING:

Ken Fenolio, Tom Russo and/or Antonia Russo will verify that all containers received for use by the company will:

1. Be clearly labeled as to contents, matching identification on the Safety Data Sheets
2. Note the appropriate hazard warning
3. List the name and address for the manufacturer

No containers will be released for use until the above data is verified

SAFETY DATA SHEETS:

Copies of SDS's for all hazardous chemicals to which employees may be exposed will be kept with job foreman and at the main office, located at 4047 E. Superior Ave, Phoenix, AZ 85040.Antonia Russo will be responsible for ensuring:

1. SDS's for the new chemicals are available
2. SDS's will be available for review to all employees during each work shift; copies will be available upon request.

EMPLOYEE TRAINING AND INFORMATION:

Each employee will be provided the following information and training before working in areas where Hazardous Chemicals exist. In addition, if a new hazardous material is introduced into the workplace, affected employees will be given information and training concerning that material.

MINIMUM TRAINING AND INFORMATION:

1. All operations and locations in the work area where hazardous chemicals are present.
2. The location and availability of the written hazard communication program including a list of hazardous chemicals used and related material safety data sheets
3. The method the company will use to inform an employee of potential hazards of non-routine tasks (jobs that are not routine for an individual because of infrequency, location or type.)

MINIMUM TRAINING PROVIDED:

1. Methods and observations used to detect the presence or release of a hazardous chemical in the work area (such as company monitoring programs, continuous monitoring devices, visual appearance, and odor or to other characteristics of hazardous chemicals.
2. The physical and health hazards of chemicals in the assigned work area.
3. The measures to take to protect against such hazards, including specific company procedures concerning work practices, emergencies and care and use of protective equipment.
4. Details of the company hazard program, including explanation of the labeling system, the material safety data sheets and how to obtain and use the appropriate hazard information.

HAZARD NON-ROUTINE TASKS

If company employees are required to do, hazardous non-routine tasks such as welding in confined spaces, or cleaning of tanks, the employers must address how the employees doing the work will be informed about the specific hazards to which they will be exposed, what personal protection equipment will be provided and who will be responsible to oversee the operation of operations.

INFORMING CONTRACTORS:

It is the responsibility of Antonia Russo to provide contractors and their employees with the following information:

1. Hazardous chemicals to which they may be exposed while on the job site
2. Measures the employees may take to lessen the possibility of exposure
3. Steps the company has taken to lessen the risks
4. Where the SDS's are located for chemicals they may be exposed to
5. Procedures to follow if they are exposed

CHEMICALS INFORMING EMPLOYERS

Contractors entering this workplace with hazardous materials will supply the employer with SDS's covering those particular products the contractor may expose this company's employee to while working.

HAZARD COMMUNICATION

1. The hazard communication standard requires employers to provide information on all hazardous substances that may be present in the work place. Any contractors or vendors bringing hazardous materials on a jobsite are required to have available Safety Data Sheets (SDS) for that material. SDS's are available upon request at the superintendent's office.
2. Label chemicals properly and keep all containers accurately labeled, identifying current contents
3. Avoid incompatible storage or storage of chemicals above eye level.

GENERAL SAFETY RULES

These rules apply to Division Nine Contracting personnel and all other employees working on this job site:

1. Hard hats are to be worn at all times on the job site, by all personnel working or visiting the job site
2. Personal protection equipment is available for your use. When the equipment has been specified for certain work assignments or areas, you are expected to use it.
3. Company vehicles and power equipment are to be operated by authorized licensed personnel only.
4. Any person reporting to work while under the influence of intoxicants, narcotics or other non-prescription drugs will not be permitted to work. Use of possession of these substances on the job site is prohibited; violators are subject to disciplinary action, which may include dismissal.
5. Appropriate clothing, including long pants, sleeved shirt, and sturdy work shoes, shall be work by all employees

6. Report any unsafe condition, defective equipment or dangerous acts immediately to your supervisor
7. Report all accidents and injuries immediately to your supervisor and Antonia Russo
8. All injuries no matter how small, shall receive first aid treatment
9. Adequate toilet facilities are provided on the job site. Creating or contributing to unsanitary conditions or failing to use provided facilities shall be cause for disciplinary action.
10. Practice good housekeeping. All project areas shall be kept clean and free of debris and rubbish.
11. No power tool is to be operated without proper safety guard in place and adjusted.
12. Personnel shall not ride construction equipment unless safe passenger seats are provided for that purpose.
13. Riding a material hoist is **ABSOLUTELY FORBIDDEN.**
14. Riding the load, hooks, or ball on a crane is **ABSOLUTELY FORBIDDEN.**
15. Scaffolding above 6 FOOT must be properly braced and guard railed.

ACCIDENTS AND FIRST AID

1. Report all injuries and get first aid immediately
2. Keep proper first aid equipment accessible on the job.
3. Move an injured person **ONLY** to prevent further injury
4. Keep an injured person warm with feet slightly raised.
5. Never give liquids to an injured person.
6. Severe bleeding must be stopped at once. Use a thick pad of cloth and press pad directly over wound.
7. Check for breathing. If necessary, give artificial respiration and CPR, if trained to do so.
8. Send for professional assistance immediately.
9. Maintain your qualification for a valid first aid card.

PERSONAL PROTECTION EQUIPMENT

Personal safety is important to Division Nine Contracting safety program. When equipment has been specified for certain work assignments or areas, you are required to use it.

1. All employees and visitors on job site must wear hard hats
2. Safety glasses, goggles, or face shields must be worn when the danger of flying particles, heavy dust or splashing liquids exists. Full-face protection is required when working with solvents, epoxies, etc.
3. Ear plugs or muffs shall be used when you are exposed to sustained high noise levels.
4. You must use the proper respirator when exposed to dust, toxic substances or oxygen-deficient atmosphere.
5. Wear sturdy work shoes; steel-toed shoes are advisable. Sneakers and sandals are not permitted.
6. When working with power tools or near machinery, do not wear torn or loose clothing, rings or neck chains.
7. Wear gloves when handling rough materials, chemicals and other materials that may cut, abrade or irritate the skin.
8. Safety belts, properly tied off, must be worn when the use of scaffolding or other safety work platform is not possible on elevated work area.

FIRE PREVENTION AND PROTECTION

Fire is a serious problem on any construction site. Ignition sources and fuel are all around. Carelessness with either results in a fire.

1. Housekeeping is vital. Keep rubbish, rags, etc. cleaned up.
2. Welding and burning require extra care. A fire extinguisher and fire watch must be available at all times.

3. Do not smoke around combustibles of any kind.
4. When using space heaters, keep all combustibles away from the heaters. Use care in refueling.
5. Handle flammable liquids in approved, properly labeled safety cans.
6. REPORT FIRES IMMEDIATELY
7. In case of fire, the first consideration MUST be the SAFETY OF ALL PERSONNEL.
8. Always know the location of the fire extinguishers and know their specific uses. Turn in extinguishers for recharging after each use.

MECHANICAL HANDLING
1. Keep clear of the swing and out from under suspended loads.
2. Never ride the load or ball.
3. Stand away from cable or chains under stain
4. Use tag lines on loads.
5. Keep hands clear of pinch points
6. Follow standard hoist signals. Only one person should signal the operator.

MANUAL LIFTING
1. When lifting, stand close to the load and bend your knees, keeping your back as straight as possible.
2. Walk, never run when carrying a load.
3. Never twist your body when turning with a load, turn your feet.
4. Never obstruct your vision with the load that you are carrying.
5. Get help when the load is too heavy or too large.

HOUSEKEEPING
Good housekeeping is a basis for a safe working environment; it prevents accidents and fires, and creates a businesslike work place. Housekeeping must be the concern of each of us as a continuous day-to-day effort.
1. Deposit all trash and scrap in the proper containers.
2. Keep your immediate work area clean.
3. Store materials properly. Provide clear walkways so stored materials are readily accessible.
4. Keep walkways, stairs, and areas around ladders clean.
5. Bend over or remove protruding nails.
6. Ties up water and air hose and electrical cords.

HAND TOOLS
1. Use tools for their intended purpose only.
2. Be sure the tool you are using is in good condition. Keep the tool edges sharp, the striking face smooth, struck ends dressed and handles tight.
3. Keep tools in their proper storage containers when not in use.
4. Do not leave tools overhead, from where they may fall
5. Be sure that all electric hand tools are grounded.

WELDING AND CUTTING
1. Only experienced personnel shall do electric arc or acetylene welding or cutting.
2. Welders and their helpers must wear proper eye and face protection at all times.
3. Never cut or weld so that sparks, hot metals or severed sections fall on cylinders, hose, legs, feet, other employees or flammable materials.
4. Never use matches to light acetylene torches. Use only a spark lighter or stationary pilot frame.
5. Never weld in a closed or confined area unless ventilated.

6. Never use a cylinder of its contents for anything other than its intended purpose.
7. Keep valve protection caps in place when cylinders are not in use.
8. Always transport and store cylinders in an upright position fastened securely to suitable supports, with valve caps in place.

ELECTRICAL

1. Do not use frayed or defective electrical cords.
2. Assume all electrical wires are HOT until an electrician
3. Only qualified electricians shall make electrical
4. All electrical lines shall be de-energized prior to repair
5. All electrical cords and tools must be grounded
6. GFI or color code systems are to be used on equipment and cords.

EQUIPMENT

1. Only those authorized to do so may work on or with powered equipment.
2. The operator shall inspect equipment prior to each use and during use to make sure it is in safe operating condition.
3. Report breakdown or failure to your supervisor.
4. All equipment has LIMITS, OBSERVE THEM.
5. Be alert. Stay clear of equipment.
6. Do not operate equipment around power lines.
7. Place barricades around swing zone of crane.
8. Never allow extra riders on equipment.

MANUALLY PROPELLED MOBILE SCAFFOLDS

1. Scaffolding shall be erected on a solid surface with unit's level/plumb and securely braced.
2. Scaffold height does not exceed 4 times the minimum base.
3. Scaffolds and their components are capable of supporting without failure at least 4 times intended maximum load.
4. Use of ladder or makeshift devices to increase the height of the scaffold on the working platform is prohibited.
5. All planking shall be securely fastened to scaffold and shall cover the full width of the unit.
6. Guardrails and toeboards shall be placed on all scaffolds.
7. Scaffold bracing is not used to ascent or descent the units unless the bracing is specifically designed for climbing. An access ladder shall be used.
8. Casters shall be equipped with a locking device. All casters shall be locked when unit is in use.

PERIMETER GUARDING

1. Enclose all floors and roof openings measuring at least 12 inches with a standard 42-inch high guard railing or cover both capable of supporting a 200-pound load.

LIGHT DUTY SCAFFOLDING

1. FOOTING: do not set on unstable objects, bricks, barrels, boxes, concrete block, or stacking of off pieces of lumber. Scaffolding legs shall be set on adjustable or plain bases and placed on mudsills or other foundations "adequate" to support the maximum rated load.
2. FRAMES: any scaffolding including accessories such as braces, brackets, trusses, screw legs, ladders, etc. damaged or weakened from any cause shall be immediately replaced or repaired.

* Metal tubular welded frame scaffold, including accessories such as braces, brackets, trusses, screw legs, ladders, etc. shall be designed, constructed and erected to safely support four (4) times the maximum load.

* The scaffold frames shall be placed one on top of the other with coupling or stacking pins to provide proper vertical alignment of the legs.

3. TYING OFF SCAFFOLDING: to prevent movement, the scaffold shall be secured to the building or structure at intervals not to exceed 30 feet horizontally and 26 feet vertically. Recommend interval for tying off is 4 times the minimum base dimension of scaffold.
4. PLANKING: all planks shall be "scaffold grades" and in nominal sizes as provided in the American Lumber Standards

* All planking or platforms shall be overlapped minimum of 12 inches and secured from movement.
* Scaffold planks shall extend over their end supports not less than 6 inches.
* All scaffold frames shall be fully planked.
* Slippery conditions on scaffolds shall be eliminated as soon as possible after they occur.

5. GUARD RAILS & TOE BOARDS: shall be installed on all open sides and ends of platforms more than 10 feet above the ground or floor. Guardrails shall be installed at approximately 42 inches high, with a midrail. Guard rail support (posts) shall be intervals not to exceed 10 feet.
6. BRACING: Along the outside scaffold sections all frames shall be cross-braced, with horizontal rail at mid-height. Along the inside scaffold sections, horizontal braces at the top of each section will be deemed to be acceptable.

** In any case, every section of scaffold frame shall be braced, inside and outside**

LADDERS

1. Inspect all ladders and scaffolding before using. Look for damaged rails and/or weak rungs.
2. Straight ladders should extend at least three feet above landing for easy access. The ladder should be tied off. Use a rubber safety shoe on the bottom of each rail.
3. Straight ladders should be set up so that the base is set out from a vertical distance equal to one-fourth of the ladder height
4. Face the ladder when climbing. Use both hands and do not over reach.
5. Never use a metal ladder when using electrical tools or when working near electrical lines or equipment.
6. Ladders shall not be used in a horizontal position as a platform, runway, or scaffolding.
7. Do not carry materials while climbing a ladder.

SAFETY TRAINING

Weekly toolbox talks are conducted on Monday mornings as well as Monthly safety training with our insurance company. We also have an In-house Train-The-Trainer capable of training our employees in Scaffolding, Ladders, PPE, Aerial Work Platforms/Scissor Lifts, Lift Baskets and Fall Protection.

Current Licenses:

IMPORTANT NOTICE
YOU MUST:

- REPORT DISASSOCIATION OF QUALIFYING PARTY IN WRITING WITHIN 15 DAYS. [SEE A.R.S. § 32-1154(A)(19) AND § 32-1151.01]
- REPORT A CHANGE OF ADDRESS IN WRITING WITHIN 30 DAYS. [SEE A.R.S. § 32-1151(B)(1)]
- REPORT ANY TRANSFER OF OWNERSHIP OF 50% OR MORE IMMEDIATELY. [SEE A.R.S. § 32-1151.01]
- REPORT ANY CHANGE OF LEGAL ENTITY SUCH AS ANY CHANGE IN THE OWNERSHIP IN SOLE PROPRIETORSHIP OR CHANGE OF A PARTNER IN A PARTNERSHIP OR THE CREATION OF A NEW CORPORATE ENTITY. [SEE RULE R-4-9-110]

Division Nine Contracting Inc

4047 E Superior Ave
Phoenix, AZ 85040-1750

THIS IS YOUR IDENTIFICATION CARD
DO NOT DESTROY

LICENSE EFFECTIVE THROUGH: 10/31/2016
STATE OF ARIZONA
Registrar of Contractors CERTIFIES THAT
Division Nine Contracting Inc

CONTRACTORS LICENSE NO 159438 CLASS KB-2
Dual Residence and Small Commercial

THIS CARD MUST BE PRESENTED UPON DEMAND

William A. Mundell
DIRECTOR, ARIZONA REGISTRAR OF CONTRACTORS

IMPORTANT NOTICE
YOU MUST:

- REPORT DISASSOCIATION OF QUALIFYING PARTY IN WRITING WITHIN 15 DAYS. [SEE A.R.S. § 32-1154(A)(19) AND § 32-1151.01]
- REPORT A CHANGE OF ADDRESS IN WRITING WITHIN 30 DAYS. [SEE A.R.S. § 32-1151(B)(1)]
- REPORT ANY TRANSFER OF OWNERSHIP OF 50% OR MORE IMMEDIATELY. [SEE A.R.S. § 32-1151.01]
- REPORT ANY CHANGE OF LEGAL ENTITY SUCH AS ANY CHANGE IN THE OWNERSHIP IN SOLE PROPRIETORSHIP OR CHANGE OF A PARTNER IN A PARTNERSHIP OR THE CREATION OF A NEW CORPORATE ENTITY. [SEE RULE R-4-9-110]

Division Nine Contracting Inc

4047 E Superior Ave
Phoenix, AZ 85040-1750

RECEIVED
MAY 07 2014
DIVISION NINE CONT.

THIS IS YOUR IDENTIFICATION CARD
DO NOT DESTROY

LICENSE EFFECTIVE THROUGH: 04/30/2016
STATE OF ARIZONA
Registrar of Contractors CERTIFIES THAT
Division Nine Contracting Inc

CONTRACTORS LICENSE NO 89827 CLASS L-36
Plastering

THIS CARD MUST BE PRESENTED UPON DEMAND

William A. Mundell
DIRECTOR, ARIZONA REGISTRAR OF CONTRACTORS

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Division Nine Contracting Inc

4047 E Superior Ave
Phoenix, AZ 85040-1750

RECEIVED
AUG 13 2014
DIVISION NINE CONT.

THIS IS YOUR IDENTIFICATION CARD
DO NOT DESTROY

LICENSE EFFECTIVE THROUGH: 07/31/2016
STATE OF ARIZONA
Registrar of Contractors CERTIFIES THAT
Division Nine Contracting Inc

CONTRACTORS LICENSE NO 94309 CLASS CR36
Plastering

THIS CARD MUST BE PRESENTED UPON DEMAND

William A. Mundell
DIRECTOR, ARIZONA REGISTRAR OF CONTRACTORS

Current Insurance & Bonding Information:

LEBARON
CARROLL
INSURANCE

January 27, 2015

Division Nine Contracting, Inc.
4047 E. Superior Ave
Phoenix, AZ 85040

RE: EMOD

To Whom It May Concern:

Your EMOD (Experience Modification Factor) for the current year and prior 2 years is as follows:

2015 0.66
2014 0.99
2013 1.30

Any questions, just give our office a call.

Sincerely,

Patti Moore, CISR
Account Manager
LeBaron & Carroll, LLC

Office: (480) 834-9315
Fax: (480) 844-9866 Toll Free : (800) 851-1415
1350 E. Southern Ave Mesa, AZ 85204
www.landc.com

LEBARON & CARROLL
INSURANCE

April 1, 2015

RE: Division Nine Contracting, Inc.

To Whom It May Concern:

The above insured is currently insured through our agency. Their current liability limits are below.

General Liability - $1,000,000 per occurrnece/$2,000,000 aggregate
Auto Liabilty - $1,000,000 combined single limit
Umbrella - $5,000,000 per occurrene/$5,000,000 aggregate

The limits above could be increased for an additional premium by increasing the umbrella limit.

Any questions, don't hesitate to give our office a call.

Thank you.

Sincerely,

Patti Moore, CISR
Account Manager
LeBaron & Carroll, LLC

Office: (480) 834-9315
Fax: (480) 844-9866 Toll Free : (800) 851-1415
1350 E. Southern Ave Mesa, AZ 85204
www.landc.com

March 2, 2015

To Whom It May Concern:

Re: Division Nine Contracting, Inc./Bonding Capacity

Dear Sir or Madam;

I'm writing to you to confirm the bonding capacity of Division Nine Contracting, Inc. Based on current underwriting information, we are able to provide Performance & Payment bonds in the amount of $3,000,000 per single project with an aggregate limit of $6,000,000.

The Surety, The Guarantee Company of North America is rated A X and is listed in the U.S. Treasury's Register of Approved Sureties.

Please be advised, that each bond is evaluated on its' own merit and other factors at the time of the request. Therefore, we can assume no liability to third parties for decisions made with regards to our client. Accordingly we expressly reserve the right to review the terms and conditions of the contract and the bond forms prior to issuance of aforementioned Performance & Payment bonds.

Sincerely,

Roman F. Ruiz
Attorney-in-Fact

INSULATION, STUCCO
AND
DRYWALL PRODUCTS

302 South 23rd Avenue
Phoenix, AZ 85009
Tel: 602-253-3191
Fax: 602-254-2325

H·P·I
HENRY PRODUCTS, INC.

March 31, 2015

To Whom It May Concern

Re: Division 9 Contracting

Dear Sirs and Madams:

H.P.I. (Henry Products, Incorporated) has been a manufacturer of Expanded Polystyrene Insulation (EPS) and a Distributor of Lath, Stucco and Drywall products in Arizona since 1986.

This is to state we have known Division 9 Contracting for over twenty years. We have known them through their participation in industry groups, the market and as a valued customer. Division 9 is a highly respected company in the industry. They are known for the quality of their work as well as their integrity, performance and professionalism.

We have found Division 9 Contracting to be a business entity that is responsive and great to work with on all levels. We have supplied them with materials and worked with them on numerous projects over the years. They have proven themselves to be a qualified and credit worthy contractor. I can therefore recommend them, as such, without reservation.

Please feel free to call me if you have any questions.

Sincerely,

Mark Norgaard
General Manager

GILBERT, AZ 85234
1425 North McQueen Road
Tel.: 480-926-1444
Fax: 480-497-8120

DEER VALLEY, AZ 85027
2115 W. Melinda Lane
Tel.: 623-492-0704
Fax: 623-492-0833

TUCSON, AZ 85714
1520 East Benson Hwy
Tel.: 520-746-3181
Fax: 520-746-3317

Proposed Project Schedule:

PAYSON COURTHOUSE STEPS AND LANDINGS
714 S. BEELINE HIGHWAY, PAYSON AZ

PRELIMINARY SCHEDULE 05/13/2015

	Activity Name	Start Date	Finish Date
1	Design Site Meeting	6/10/15	6/12/15
2	Engineering & Drawings	6/11/15	6/22/15
3	Submittal	6/19/15	6/24/15
4	Approval	6/23/15	7/7/15
5	Mobilization - temp Facilities	6/29/15	6/30/15
6	Side - A		
7	Field measure	6/29/15	6/30/15
8	Shop Fabrication	7/3/15	7/10/15
9	Demolition	7/3/15	7/10/15
10	Foundation	7/6/15	7/13/15
11	Structural Steel	7/10/15	7/20/15
12	Patch-backs	7/17/15	7/24/15
13	Finishes	7/20/15	7/24/15
14	Side - B		
15	Field measure	6/29/15	7/3/15
16	Shop Fabrication	7/13/15	7/24/15
17	Demolition	7/20/15	7/31/15
18	Foundation	7/22/15	7/31/15
19	Structural Steel	7/27/15	8/7/15
20	Patch-backs	8/3/15	8/14/15
21	Finishes	8/3/15	8/14/15

Section H. **RESPONSE CERTIFICATION**

05/13/2015
(DATE)

Purchasing Services Department

The undersigned certifies that to the best of his/her knowledge: (check one)

☒ There is no officer or employee of Gila County who has, or whose relative has, a substantial interest in any Contract award subsequent to this Response.

☐ The names of any and all public officers or employees of Gila County who have, or whose relative has, a substantial interest in any Contract award subsequent to this Response are identified by name as part of the submittal

The undersigned further certifies that their firm (check one) ☐ **IS** or ☒ **IS NOT** currently debarred, suspended, or proposed for debarment by any federal entity. The undersigned agrees to notify the County of any change in this status, shall one occur, until such time as an award has been made under this procurement action.

In compliance with Request for Qualifications No. 121714 Design-Build Project for New Steps and Landings at the Payson Courthouse, and after carefully reviewing all the terms and conditions imposed therein, the undersigned agrees to furnish such services in accordance with the specifications/scope of work according to the Proposal submitted or as mutually agreed upon by subsequent negotiation.

(signed)

Kenneth Fenolio
(by)

Division Nine Contracting, Inc.
(firm)

President
(title)

4047 E. Superior Ave.
Phoenix AZ 85040
(address)

602-437-8900
(phone number)