



## Rusk County Request for Qualifications (RFQ)

Rusk County has issued this Request for Qualifications (RFQ) to solicit information from vendors interested in doing work for the County. Submissions will be reviewed and used to determine an eligibility list for services.

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

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Website: \_\_\_\_\_ General Phone: \_\_\_\_\_

Point of Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Services Provided (Check all that apply)

- |   |  |  |                                   |
|---|--|--|-----------------------------------|
| <input type="checkbox"/> Electrician                    | <input type="checkbox"/> HVAC                                      | <input type="checkbox"/> Refrigeration | <input type="checkbox"/> Plumbing |
| <input type="checkbox"/> Cleaning                       | <input type="checkbox"/> Excavation/Heavy Equipment                |  |                                   |
| <input type="checkbox"/> General Construction/Carpentry | <input type="checkbox"/> Grounds Maintenance (Mowing/Snow Removal) |  |                                   |

Please provide information on the following:

1. General Company Info
  - a. History
  - b. Number of employees
  - c. Locations
2. Scope of services that can be provided
3. Summary of past work for Rusk County
4. References – Commercial/Industrial/Government Clients

5. Rate sheet
6. Acceptable forms of payment and payment terms.

#### Insurance Requirements

The county requires a "certificate of insurance" to be on file for any vendor who performs labor or services for us. The minimum amount of insurance coverage is \$1,000,000 as established by our liability insurance carrier, Wisconsin County Mutual Insurance Corporation. Those hired to do work for the County may also be required to list the County as an additional insured.

Respondents shall attach a Certificate of Insurance evidencing a minimum of \$1,000,000 General Liability Insurance.

Questions regarding this RFQ and more information can be obtained by contacting Andy Albarado, Administrative Coordinator, located at the Rusk County Courthouse at 311 Miner Avenue East, Ladysmith, Wisconsin 54848, (715)532-2257, [aalbarado@ruskcountywi.us](mailto:aalbarado@ruskcountywi.us).

Qualifications submissions will be accepted at the Rusk County Clerk's Office at the Rusk County Government Center (311 Miner Ave., Ladysmith, WI 54848) on a continual basis. Submissions will be reviewed when work is needed by the Rusk County Property Committee.

Rusk County reserves the right to reject any and all submissions of qualifications.