REQUEST FOR PROPOSAL FOR:

PROJECT LABOR AGREEMENT ("PLA")

FEASIBILITY STUDY

PROPOSAL NUMBER:
RFP-MCSD-03-2020

PROPOSAL DUE:
Friday, August 30, 2019 2:00 p.m.
REQUEST FOR PROPOSAL (“RFP”) PROJECT LABOR AGREEMENT (“PLA”) FEASIBILITY STUDY

The MARLBORO CENTRAL SCHOOL DISTRICT (“DISTRICT”), Milton, New York is soliciting, will receive, and consider sealed proposals for a firm to conduct a Project Labor Agreement (“PLA”) Feasibility Study (“Study”) pursuant to the terms, conditions, and process outlined in this Request for Proposal package.

All Proposals must be enclosed in a SEALED ENVELOPE bearing on the outside the name of the Proposer and “RFP-MCSD-03-2020 Project Labor Agreement (“PLA”) Feasibility Study”. All Proposals must be directed to the attention of Patrick Witherow, Director of Business & Finance and received no later than 2:00 p.m. on Friday, August 30, 2019 at the DISTRICT Administrative Offices located at 21 Milton Turnpike Suite 100, Milton, New York 12547.

Any proposals received after this deadline may be returned unopened to the firm. All proposals and accompanying documentation become the property of the DISTRICT.

The submitted proposals shall adhere to the requirements set forth herein. All questions shall be answered fully, and all requested materials submitted with the Proposal. Proposal submissions should be in strict response to the questions and should not include additional promotional materials.

1. GENERAL PROVISIONS & INFORMATION

1.1 Background

The DISTRICT is currently in the design phase of a multi-year, $19.5 million capital improvement project consisting of the following improvements: (i) interior reconstruction and space configuration; (ii) construction of a building addition; (iii) security vestibule, gymnasium, cafeteria, and auditorium improvements; (iv) the replacement of doors, windows, and ceilings; (v) site improvements, including parking, curbing, and drainage improvements, and (iv) the acquisition of original furnishings, equipment, machinery and apparatus required in connection with the purposes for which such buildings, facilities and improvements are to be used (the “Project”). The voters in the Marlboro Central School District area approved the capital project referendum on May 21, 2019. The District has engaged the services of an Architect, CS Arch, as well as Construction Manager, Jacobs Program Management Co., to oversee and coordinate the overall management of the project. The District has adopted a draft Preliminary Project Phasing Plan (Exhibit A), outlining the
anticipated timeframe and organization of building projects for the implementation of the scope of
work and project cost authorized and approved by the voters.

1.2 Purpose

The DISTRICT is seeking to retain a consultant firm to prepare an economic feasibility analysis on
the prospects of using a Project Labor Agreement (“PLA”) for this project and detailing the
potential benefits or costs of using a PLA. The results of this analysis or study will be an important
factor in the final decision by the DISTRICT’s Board of Education (“Board”) as to whether the
DISTRICT will or will not proceed with negotiations with the local Building & Construction Trades
Council to develop a Project Labor Agreement.

1.3 Key Events and Dates

Event Date

Issuance of RFP: August 9, 2019
Deadline for RFP Questions: August 23, 2019
Proposal Due Date: August 30, 2019 2:00 PM
Interviews of Selected & Notified Proposers: September 9 – September 13, 2019
Notice of Award (not earlier than) September 20, 2019

The selected proposer will work closely with the DISTRICT Administration, the Architect, the
Construction Manager, DISTRICT legal counsel, and other school district officials during the course
of this engagement.

1.4 Addendum Interpretation

The DISTRICT shall not be responsible for nor be bound by any oral instructions or interpretations
or explanations issued by the DISTRICT or its representatives. Should discrepancies or omissions
be found in this RFP or should there be a need to clarify the RFP, you may request clarification in
writing to Patrick Witherow at patrick.witherow@marlboroschools.org.
Such request for clarification shall be received by the DISTRICT at least five (5) business days prior to the proposal due date. Any response to a request for clarification will be made in the form of an addendum to this RFP and will be sent to all parties to whom this RFP has been issued prior to the proposal due date. All addenda shall become part of this RFP and receipt of each addendum shall be acknowledged and signed in the format submitted by the DISTRICT and attached as an exhibit to the form Proposal.

2. ENGAGEMENT REQUIREMENTS

2.1 Scope of Services

The DISTRICT is seeking to engage a construction consulting firm to prepare and present an economic feasibility analysis on the prospects of using a project labor agreement (PLA) for the $19.5 million Capital Project and whether the PLA will actually result in protecting public finances by obtaining the best possible work at the lowest possible price, the prevention of favoritism, improvidence, fraud and corruption in the awarding of public contracts, the construction of a timely and cost effective Project and serving the best interest of the DISTRICT and the residents it serves. The selected firm is precluded from performing any of the construction work on the Project.

The Study shall include, but not be limited to the following services:

- assessment of the potential economic benefits;
- assessment of other, non-economic, benefits;
- assessment of all potential disadvantages;
- overall findings, conclusions and recommendations

The Study shall evaluate the merits of a PLA and shall include a detailed evaluation of both the economic and non-economic benefits and disadvantages of a PLA for the project.

In assessing economic feasibility, proposers shall prepare and include in their detailed analysis:

- Potential general contractors for a single prime contract scenario and potential market considerations for a multi-prime PLA contracting scenario;
- If a multi-prime contracting scenario is recommended, could mechanical and plumbing work be combined without adverse bidder reaction?
- Provide a list of union contractors with NYS school experience in the last 10 years
• preliminary labor estimates, including the background information and data to arrive at those estimates;

• include an analysis of other benefits and the cost of such that may be included in a PLA;

• analysis of labor costs in existing labor agreements applicable to the work, prevailing wages and the labor demands of the project;

• determination of potential cost savings and increases in project costs, if any through implementation of a PLA;

• labor cost savings due to coordinating various craft schedules and other terms / conditions via a uniform agreement instead of various local union agreements;

• potential cost savings and flexibility due to alternative dispute resolution procedures in response to job site problems, jurisdictional disputes and workers’ compensation claims;

• potential benefits [time and money saved, public convenience] of ensuring labor harmony for the duration of the project; consider other projects where labor disputes increased costs; potential cost savings for standardizing work week, elimination of premium rates, standardizing work day with flexibility in starting/quitting times, adjustments for night shift work, reducing and standardizing holidays, increasing ratio of apprentices;

• potential reduction in bidding competition;

• potential increase in bidding costs;

• whether or how a PLA would contribute to an on-time and on-budget completion of the project;

• Is the project of such complexity that a delay in one area will significantly delay the entire project? Does this project have serious time constraints? Would delay seriously inconvenience the DISTRICT such as delaying the opening of school and what are the costs associated with such delay;

• any additional economic characteristics relating to the implementation of a PLA.

In assessing other, non-economic, benefits, the study shall include a detailed assessment of the following, and include the sources relied on in providing the assessment:
• labor unrest/volatility, including the analysis of the potential for adverse cost, and schedule impacts resulting from strikes, lockouts, or other job actions;

• enhanced security, stability and work opportunities;

• Contractors having immediate access to a pool of skilled labor during the hiring phase and throughout the life of the project;

• enhanced workforce diversity and training opportunities for the community;

• whether a PLA would provide a more immediate and efficient access to a pool of skilled journey level workers and apprentices;

• Consider local labor market conditions: Is there a documented skilled labor shortage in the area or is there likely to be during the length of the project? Will other projects be competing for the same labor pool? Would a PLA provide an opportunity for apprentice recruitment and training;

• enhanced participation of minority and women-owned businesses;

• any additional non-economic characteristics, including any adverse results relating to the implementation of a PLA.

The selected consultant will be provided with the conceptual project scope and construction cost estimate for each individual building project as well as a conceptual schedule for each to be used by the consultant in development of their labor analyses and other parts of the PLA study. The consultant is encouraged to utilize available data from other similar projects in the region. Economic analysis should be based on PLA terms and conditions that the consultant believes to be reasonable for a project of this nature and with the terms and conditions that have been historically agreed to and utilized on other similar projects in the region, as compared to projects that have not used a PLA.

The consultant shall present a preliminary draft assessment for review by the DISTRICT and its designated consultants. Upon receipt of input and feedback from the DISTRICT, the consultant shall prepare and present a Final Report for presentation to the DISTRICT and the Board. This report shall include, at a minimum, the items discussed above and shall also include a brief background on Project Labor Agreements, the need for a thorough PLA Study, a review and documentation of projected costs savings, if any, increase to project costs, as well as a summary of the specific non-economic benefits and adverse results, if any, anticipated by the consultant. The
final report shall also include recommendations to the DISTRICT based on the findings of the study and any subsequent actions, if warranted.

The Consultant shall be prepared to present the Final Report to the Superintendent, the Board and the public at one or more meetings.

2.2 Timeline/Schedule for Consultant Services

The selected proposer shall be prepared and capable of completing the PLA Study in accordance with the following schedule:

1. Collection of information; analysis; drafting and presentation of Preliminary Draft report - 4 weeks from date of notification of award and direction to proceed.


2.3 Qualifications

Proposers must clearly demonstrate previous experience with successfully completing PLA Feasibility Studies for the DISTRICT and/or school district facility improvement projects of similar scale and complexity or public construction projects. Proposers shall have completed at least (1) one study within the counties covered by the Hudson Valley Building and Construction Trades Council. Proposers shall provide the names of each of these projects, the dates of the study, the size of the project, the name, address, contact person having knowledge of the study and services provided related to that project by the consultant, and phone number and other contact information of the owner for each project used to evidence meeting this qualification. These project owners may be contacted to provide references and commentary on the consultant's performance during engagement on their projects.

3. PROPOSAL CONTENT and SUBMISSION REQUIREMENTS

Proposers should provide all of the information required in the format described below. Following is a listing of the information required to be provided by the proposer. A proposal that does not provide all the information requested below may be subject to rejection. Provide the information in the same order in which it is requested. Your proposal must contain sufficient information to assure the DISTRICT of its accuracy.
3.1 **Cover Letter** - Include in a cover letter, that will be considered an integral part of the proposal, the following items:

a. The firm’s name, address, telephone number, fax number, email address and web site address, if applicable.

b. The name, title, telephone number, fax number and email address of the individual within the firm who will be the DISTRICT’s primary contact concerning the proposal.

c. The names and titles of the primary staff proposed to provide services relating to this RFP.

d. Demonstrate that the Firm has no conflict of interest with the DISTRICT with regard to any other work performed.

e. Provide a general introduction and a background description of your firm.

f. List the services your firm provides.

g. Provide a statement to the effect that the firm is willing to perform all Scope of Services identified in Section 2.1 above for the proposed fee and will abide by the terms of the RFP, including all attachments.

The cover letter must be signed by the individual(s) authorized to bind the firm contractually. Indicate the title or position that the signer holds within the firm. The DISTRICT reserves the right to reject a proposal that contains an unsigned cover letter.

3.2 **Qualifications** - The following is designed to elicit information important to the DISTRICT in determining the selection of a consultant. Provide descriptive information demonstrating your firm’s qualifications for completing this project and a statement as to why your firm should be selected. Each proposer must provide information regarding the following:

a. Proposed Team - A description of the firm’s organization, proposed team and any subcontractors that will be employed on the project. Your team make-up, including any sub-consultants, if applicable, and the role of the sub-consultant. Provide the resumes of all individuals to be assigned to work on the project.

b. Experience –Public School Districts, BOCES, Public, and Private Projects. A description of the firm’s experience providing similar services in the immediate geographic area, including knowledge of the local marketplace and labor costs and staffing, recent relevant project experience, in the preparation of similar PLA Studies as well as the specific experience and areas of expertise of all
proposed project team members with preparing PLA Studies. Include summary of prior experience on similar project and the names, titles and phone numbers of at least three (3) references.

c. Approach - A detailed description of the firm’s approach to providing the requested scope of services, including a breakdown of the process and timeline to complete the services.

d. Example of typical work product for this scope of services.

e. List any subcontractors the firm will use for the project, the work that the subcontractor will perform, their experience with PLA Study’s, a list of the personnel that will be assigned to the project and their experience with PLA studies.

3.3 Proposed Fee detailing the fixed-fee for the services defined above, any reimbursable expenses and the estimated amount thereof related to performing the services, and a detailing of any excluded or anticipated additional services necessary or recommended to be completed in relation to the requested scope of services. Any additional services and reimbursable fees, including those of subcontractors will be billed at cost. Proposal shall also include the standard hourly billing rates of all assigned project personnel by job description/function for use if any additional services may be desired or requested by the DISTRICT. Payment for undisputed services shall be made within thirty (30) days of the DISTRICT’s receipt of a properly documented invoice and after audit of the Board. However, late payments shall not incur interest.

3.4 Statement of Qualifications for the company including company history, services, experience with the services requested in this RFP, and specifically related to the assigned office or team proposed to provide the scope of services.

3.5 Contract- The Proposer must also include an example contract to provide the services provided herein.

3.6 Non-Collusion Bidding Certification.

3.7 Iran Divestment Act Certification.

3.8. Number of Copies and package submission instructions:

Proposers shall submit five (5) bound copies and one (1) unbound original of its proposal and statement of qualifications package with the original unbound included in the sealed envelope as described on page 1 of this RFP and repeated below:
Signed proposals shall be enclosed in a sealed envelope, addressed to Patrick Witherow and marked in the lower, left hand corner:

“RFP-MCSD-03-2020 Project Labor Agreement (PLA) Feasibility Study”

4. SELECTION CRITERIA

Proposals and associated Statements of Qualification received will be reviewed and analyzed based upon the following criteria:

• Demonstrated experience, knowledge and past performance in the successful preparation of Project Labor Agreement Studies / Feasibility Assessments for similar types of projects and projects of similar scale and complexity

• Experience of the proposed project team and team members

• Proposed approach to completing the requested services, including the timeline of activities

• Organizational capabilities; availability and depth of qualified staff assigned to the project

• Ability to perform the requested services, conduct any follow-up activities, if needed

• Knowledge of and experience with the project area

• Cost of services -fee; reimbursable expenses; anticipated additional services

The DISTRICT may interview proposers following a review of the written proposal submissions. Interviews will be held between September 9 – September 23, 2019. All proposers should be prepared to be able to present their proposals and answer questions from the DISTRICT at this time. The DISTRICT will contact proposers for interviews following proposal submission on August 30, 2019 and after its initial review.

PROPOSERS SHOULD NOT COME TO THE DISTRICT OFFICE FOR INTERVIEWS UNLESS CONTACTED BY THE DISTRICT.

ADDITIONAL TERMS AND CONDITIONS:

1. The project outlined in this proposal shall be awarded by the DISTRICT.
2. The DISTRICT is not liable for costs incurred in the preparation or submittal of this proposal and any other subsequent proposals or presentations.

3. The DISTRICT reserves the right without limitation to: (a) accept or reject any or all proposals; (b) modify and re-issue the RFP; (c) all proposals shall be considered based on what is in the best interest of the DISTRICT; (d) verify any information provided during the RFP process, including contacting references.

4. The successful Firm shall not discriminate against any individual in accordance with applicable federal, state or local laws.

5. The contracts entered into as a result of this Request for Proposal, shall be between the selected Firm and the DISTRICT.

6. For contract purposes, any proposed contract may be modified by the DISTRICT for the requested services.

7. Any clauses for arbitration and mediation as a means for dispute resolution shall be replaced with: “Claims, disputes, or other matters in question between the parties to this Agreement arising out of or relating to this Agreement or breach thereof shall be subject and decided by the laws of the State of New York, and any such claims, or causes of action arising out of or in connection with this Agreement shall be commenced in a competent Court with jurisdiction for Ulster County, New York.”

8. The contents of the Proposal prepared by the successful firm, with any amendments approved by the DISTRICT, will become a part of the agreement signed as a result of this RFP process. The terms outlined throughout this RFP should be considered all-inclusive.

9. The selected firm will be required to procure insurance as recommended by the DISTRICT’s insurance carrier. Such insurance must be procured from a company or companies lawfully authorized to do business in New York State. All insurance policies procured by the selected firm shall name the DISTRICT as an additional insured, and the selected firm shall be required to provide the DISTRICT with a certificate of insurance prior to commencing services.
BID CERTIFICATIONS

FIRM NAME:______________________________________________________________________

BUSINESS ADDRESS:______________________________________________________________

PHONE NUMBER:____________________________DATE OF BID:_________________________

I. General Bid Certification

The bidder certifies that he will furnish, at the prices herein quoted, the materials, equipment and/or services as proposed on this bid.

II. Iran Divestment Act

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of section 165-a of the state finance law.

III. Non-Collusive Bidding Certification

By submission of this bid proposal, the bidder certifies that he is complying with Section 103-d of the General Municipal Law amended by Chapter 675 of the Laws of 1966 as follows:

1. State of non-collusion in bids and proposals to political subdivision of the State. Every bid or proposal hereafter made to a political subdivision of the State or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation, or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury: non-collusive bidding certification.

a. “By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;

2. Unless otherwise required by law, the prices which have been quoted in this bid have been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

3. No attempt has been made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

4. The person signing this bid or proposal certifies that he/she has fully informed himself/herself regarding the accuracy of the statement contained in the certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as the person signing in its behalf.

b. A bid shall not be considered for award nor shall any award be made where (a) (1) (2) and (3) above have not been complied with provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so
Project Labor Agreement ("PLA") Feasibility Study

state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefore. Where (a) (1) (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency of official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning sub-paragraph one (a).

2. Any bid hereafter made to any political subdivision of the State or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certification referred to in subdivision one of the section, shall be deemed to have been authorized by the Board of Directors or the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.

_______________________________________
Signature (Authorized)

_______________________________________
Title

PREVAILING WAGE

☐ Prevailing wage rates apply to this contract (if box is checked)

The successful bidder is required to pay the prevailing hourly wage rates and the prevailing hourly supplements pursuant to section 220-d of the New York State Labor Law.

- Contractors are responsible for paying all applicable prevailing rates throughout the term of the contract.
- A verified statement of payment of prevailing rates by the Contractor (Article 8 only) MUST be submitted to the Marlboro Central School District in order for payment to be made.
- Prevailing Wage Rates are incorporated into this document in accordance with the New York State Labor Law.
CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

As a result of the Iran Divestment Act of 2012 (the “Act”), Chapter 1 of the 2012 Laws of New York, a new provision has been added to State Finance Law (SFL) § 165-a and New York General Municipal Law § 103-g, both effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list of “persons” who are engaged in “investment activities in Iran” (both are defined terms in the law) (the “Prohibited Entities List”). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act’s effective date at which time it will be posted on the OGS website.

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, each Bidder/Contractor, any person signing on behalf of any Bidder/Contractor and any assignee or subcontractor and, in the case of a joint bid, each party thereto, certifies, under penalty of perjury, that once the Prohibited Entities List is posted on the OGS website, that to the best of its knowledge and belief, that each Bidder/Contractor and any subcontractor or assignee is not identified on the Prohibited Entities List created pursuant to SFL § 165-a(3)(b).

Additionally, Bidder/Contractor is advised that once the Prohibited Entities List is posted on the OGS Website, any Bidder/Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to this solicitation must certify at the time the Contract is renewed, extended or assigned that it is not included on the Prohibited Entities List.

During the term of the Contract, should the School District receive information that a Bidder/Contractor is in violation of the above-referenced certification, the School District will offer the person or entity an opportunity to respond. If the person or entity fails to demonstrate that he/she/it has ceased engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the School District shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages or declaring the Bidder/Contractor in default. The School District reserves the right to reject any bid or request for assignment for a Bidder/Contractor that appears on the Prohibited Entities List prior to the award of a contract and to pursue a responsibility review with respect to any Bidder/Contractor that is awarded a contract and subsequently appears on the Prohibited Entities List.

I, ________________________________, being duly sworn, deposes and says that he/she is the _________________ of the __________________________ Corporation and that neither the Bidder/Contractor nor any proposed subcontractor is identified on the Prohibited Entities List.

_________________________________________________
SIGNED

SWORN to before me this __________ day of __________ 201__

Notary Public: _______________________

OR
DECLARATION OF BIDDER’S INABILITY TO PROVIDE CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

Bidders shall complete this form if they cannot certify that the bidder/contractor or any proposed subcontractor is not identified on the Prohibited Entities List. The District reserves the right to undertake any investigation into the information provided herein or to request additional information from the bidder.

Name of the Bidder: __________________________________________________________

Address of Bidder ____________________________________________________________

Has bidder been involved in investment activities in Iran? ____________________

Describe the type of activities including but not limited to the amounts and the nature of the investments (e.g. banking, energy, real estate):
______________________________________________________________________________

If so, when did the first investment activity occur? _________________________

Have the investment activities ended? ________________________________________

If so, what was the date of the last investment activity? ____________________

If not, have the investment activities increased or expanded since April 12, 2012?
_________________________________________________________________________

Has the bidder adopted, publicized, or implemented a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran? ______________________________________

If so, provide the date of the adoption of the plan by the bidder and proof of the adopted resolution, if any and a copy of the formal plan. _______________

In detail, state the reasons why the bidder cannot provide the Certification of Compliance with the Iran Divestment Act below (additional pages may be attached):
______________________________________________________________________________

I, ____________________ being duly sworn, deposes and says that he/she is the __________________ of the __________________________________ Corporation and the foregoing is true and accurate.

________________________________________________
SIGNED

SWORN to before me this _______________ day of _______________ 201___

Release 2009A

MCSD-15
QUESTIONS

ALL questions regarding this Request for Bids MUST be faxed to the Director of Business & Finance on this form at (845) 795-5903.

No questions will be entertained by any means other than through the use of this page. All questions must be submitted no later than August 23, 2019. Questions received after this time may not be addressed. Each question received will be reviewed and an appropriate amendment will be issued to all interested vendors. There will be no individual response to vendors.

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Business Name __________________________________________ Date __________________________________

Telephone Number _________________________________ Facsimile Number _____________________________
RFP Receipt Form

Please complete and return this information to the Marlboro Central School District by email or fax (845-795-5903) no later than **August 23, 2019**:

**Date:** ________________

**To:** Patrick M. Witherow  
Marlboro Central School District  
patrick.witherow@marlboroschools.org  
Fax – 845-795-5903

We have received your Request for Proposal for **Project Labor Agreement (“PLA”) Feasibility Study RFP-MCSD-03-2020**.

( ) We hope to be able to offer a proposal. Please send us copies of any addenda that may be issued.

( ) We regret that we will not be able to offer a proposal at this time. You need not send us copies of any addenda.

**Signed:** _____________________________  
(Signature)

**Name:** ___________________________  
(Please print)

**Firm:** ____________________________

**Address:** _____________________________

**Fax:** _______________________________

**Phone:** ____________________________
Email: _________________________