Co	mpany: Date:
1.	QUESTIONS FOR ARCHITECTURAL FIRMS  What sets your architectural firm apart from others?
2.	Will you be able to give this project "top" priority? Who will be the key personnel assigned to the project?
3.	How many jobs have you done for municipalities and will you be able to stay within the cost parameters that you have placed on you? How many Street Maintenance Facilities?
4.	How & when & where are you going to meet the City of Zeeland's requirements? Do you have a good understanding of both phase I and II of the project?
5.	Will this building meet all OSHA, EPA, & ADA requirements? How do you plan to achieve this?

6. Can you build this building with the idea of a possible addition later? Will there be

any flexibility to add on later?

Co	mpany:	Date:
7.	Will you l	be able to supply us with the following?
	a.	Foundation plans
	b.	Floor plans
	c.	Elevations for each side of the building
	d.	Elevations for the Interior for drainage purposes
	e.	3-d drawings where possible
	f.	Electrical blueprints: all receptacles, outlets, fans, and fixtures
	g.	Plumbing Layouts: water supply, waste pipes, drains, special equipment
	h.	HVAC blueprint of the whole building
	i.	Costs of preliminary plans
	j.	Estimate of annual utility costs
8.	Define acc	ceptable materials and acceptable construction methods.
9.		e of innovative ideas do you have for this project? Outside landscaping? storm water retention? Energy efficiency? Cost saving measures?
10.	Do you ha	ave any questions for us at this time?