

**WICHITA PUBLIC SCHOOLS**

Unified School District No. 259

School Service Center

3850 N. Hydraulic

Wichita, Kansas 67219

*Plant Facilities Department;  
Design & Construction Section  
(316) 973-2010 - FAX 973-2277*

**RE: Unified School District #259 “Approved Bidders List”**

Should your firm wish to be considered for placement on the district’s approved bidders list, please submit the following to USD 259, Director of Design & Construction, 3850 N. Hydraulic, Wichita, KS 67219:

1. AIA form A-305, Contractor’s Qualification Statement filled out (excluding Item 5). This form can be obtained at Kansas Blue Print in Wichita.
2. A letter from your surety company verifying your bonding capacity.
3. Your firm’s Equal Employment Opportunity Declaration (which complies with the affirmative action requirements of the Kansas Commission on Civil Rights).
4. A list of all fines, stop work orders, citations and warnings issued to the contractor during the last 5 years by state, federal or local regulatory agencies and an explanation of each.
5. A photocopy of your current contractor’s license.

Upon review of your submittals, you will be notified of the review committee’s recommendations.

Julie Hedrick, Director  
Design & Construction