



**CARPENTRY PROGRAM STUDENT PROJECT**  
*PROJECT PROPOSAL*

To better enable our program staff to identify the scope of your project, please provide as much information as possible below. Return your completed proposal form to Teren Novotny, Ridgewater College, 2101 15 Ave NW, Willmar MN 56201 (Student Services Building Office #A143B) or [teren.novotny@ridgewater.edu](mailto:teren.novotny@ridgewater.edu), or by fax 320-222-5642.

Proposals will be opened and considered weekly at 2:00 PM, starting on **Monday, March 18, 2019**, and will continue to be received and opened for consideration each day after the initial due date until a sufficient amount of work projects are received to meet instructional needs.

Projects to be considered:

- Siding
- Shingles/soffit/fascia
- Doors/windows
- Deck
- Small concrete

**The college will choose a project(s) that best meets our instructional needs with the work site's proximity to the college considered. The college reserves the right to reject any/all proposals.**

The college will provide labor only for this project and a labor fee will be assessed related to the scope of the project. All permits, materials and any special equipment needed to complete the project will be the responsibility of the property owner and will be identified prior to contracting to do the project. A contract for the project will be initiated by the college and both the college and property owner will provide proof of insurance, related to this project, to the other party.

**Estimated start date:** April  
**Duration of project:** End of April/early May

<b>PROJECT ADDRESS/LOCATION /DISTANCE FROM THE COLLEGE CAMPUS</b>
<b>DESCRIPTION OF PROJECT (use additional pages if necessary)</b>
<b>PROVIDE SQUARE FOOTAGE OR LINEAL FOOTAGE, IF APPLICABLE, TO DETERMINE PROJECT SCOPE</b>
<b>PROPOSERS NAME</b> _____
<b>ADDRESS</b> _____
<b>PHONE</b> _____ <b>EMAIL</b> _____