

**SOUTH CENTRAL WASTEWATER TREATMENT AUTHORITY
NUTRIENT REDUCTION PROJECT**

REQUEST FOR QUALIFICATIONS (RFQ)

SOLICITATION

Sealed Applications for Prequalification of Bidders will be received by the South Central Wastewater Treatment Authority (Authority), at 900 Magazine Road, Petersburg, VA 23803-3400, until 2:00 p.m. local prevailing time on the 4th of April, 2022.

Applications for Prequalification of Bidders may be obtained at the Authority website (<https://scwwa.org/>). Neither the Owner nor the Engineer will be responsible for full or partial sets of Applications for Prequalification of Bidders, including any Addendum obtained from any other source. The design engineer for the Project is Hazen and Sawyer and any questions regarding this Solicitation shall be directed to Christopher Tabor, Hazen and Sawyer, 1555 Roseneath Road, Richmond, Virginia 23230 (ctabor@hazenandsawyer.com).

The project scope includes the following: furnishing all equipment, superintendence, labor, skill, material, and all other items necessary for the construction of a major upgrade at the Authority's 23.0 mgd annual average design flow facility per the following generalities:

- Addition of new flowmeters on existing influent force mains entering the WWTP site
- Modifications to the preliminary and primary treatment facilities including the structural buildout of the influent channel to add a new, third mechanical bar screen, the mechanical and structural rehabilitation of the existing primary clarifiers, and miscellaneous concrete structural improvements within the primary treatment facilities
- New primary effluent flow control structure with magnetic flow meter and control valve
- Three new south aeration tanks, each concrete tank approximately 232'(L) x 28' (W) x 26' (D) with anoxic mixers, NRCY pumps, aeration diffusers, splitter boxes, isolation gates, weirs, process piping, and ancillary equipment
- Modifications to three existing north aeration tanks, each concrete tank approximately 370'(L) x 62' (W) x 23' (D) with anoxic mixers, NRCY pumps, aeration diffusers, additional splitter boxes, isolation gates, weirs, process piping, and ancillary equipment
- Modifications to two existing 110' diameter concrete final clarifiers to include replacement of internal mechanisms and miscellaneous structural improvements
- Two new 160' diameter concrete final clarifiers with new concrete RAS pump station
- Modifications to existing blower building to replace the existing blowers with four new high speed turbo blowers, with electrical and ventilation improvements
- New concrete intermediate pump station with four new 96" diameter double helical screw pumps with isolation gates and two axial mixers
- New concrete tertiary filtration structure with three new tertiary disk filter assemblies, isolation gates, canopy, and new non-potable water pump station
- New concrete filtered effluent Parshall flume
- Multiple new concrete junction and metering boxes/structures
- Addition of aeration diffusers and ancillary equipment to existing chlorine contact tanks
- Modifications to existing sodium hypochlorite facility including the demolition of existing equipment and the addition of two new sodium hypochlorite storage tanks, two new supplemental carbon storage tanks, and new carbon storage transfer and feed pumps
- New sodium hydroxide dosing facility

- Modifications to existing aluminum sulfate system including new pumps and piping
- Modifications to existing sludge conditioning and lime stabilization facilities to include the replacement of the existing thickeners and presses with two new gravity belt thickeners, two new belt filter presses, replacement of the existing lime stabilization system and conveyors with a new lime stabilization system and conveyors, and architectural, electrical, HVAC, and plumbing improvements
- New main switchgear building and two new electrical buildings
- Plantwide SCADA/HMI improvements and plantwide integration of new and existing equipment, instrumentation, and controls
- Demolition of existing 28' diameter concrete structure
- Demolition of the existing truck scale and installation of a new truck scale
- Earthwork, paving, seeding, erosion and sediment control, and stormwater management
- Earthwork, grading, curbing, paving, sidewalk, seeding, erosion and sediment control, and stormwater management on the adjacent Roper parcel for a new site access road
- Architectural, electrical, HVAC, and plumbing improvements to expand and update the laboratory, administration building, and maintenance building
- All associated piping, flow conveyance structures, valving, lighting, electrical and instrumentation work for a complete and operable wastewater treatment system

The Work will be partially funded through a Water Quality Improvement Fund (WQIF) grant from the Virginia Department of Environmental Quality (DEQ) and loan from the Virginia Resources Authority (VRA) through the Virginia Water Facilities Revolving Fund and as such, the Contractor must comply with respective provisions of the both the grant and loan including but not limited to compliance with American Iron and Steel (AIS) requirements, Davis-Bacon Act and Related Acts (DB), and Women and Minority Business Enterprises (WBE/MBE) solicitation good faith efforts.

The estimated construction cost is in the range of \$75-\$120 million. The anticipated start of construction is September 2022 with completion in December 2025.

Qualification applications will be opened at the time, date and place above and not in public purview.

Applicants may review partially completed construction documents at the offices of Hazen and Sawyer, 1555 Roseneath Road, Richmond, Virginia 23230, telephone number 804-266-1400 by appointment. Documents can also be reviewed at the South Central Wastewater Treatment Authority, at 900 Magazine Road, Petersburg, VA 23803-3400. Call Mr. James Gordon, Assistant Executive Director at 804-861-0111 for an appointment.

Contractors interested in visiting the South Central Wastewater Treatment Authority Wastewater Treatment Plant may do so by contacting Mr. James Gordon at 804-861-0111. The purpose of these visits will be solely to allow the Contractors to review the site and existing facilities. No requests for interpretation of the RFQ application requirements, etc. will be entertained at the site visits. All such requests must be made in writing in accordance with the Addenda and Interpretation Section of this RFQ.

The contract will be bid in accordance with the procurement requirements of the Commonwealth of Virginia. The Authority will not accept bids for this contract from Contractors who fail to submit timely applications for prequalification and from Contractors who fail to prequalify.

GENERAL

The Project is located at the South Central Wastewater Treatment Authority Wastewater Treatment Plant in the Authority of Petersburg, Virginia and is briefly described in the Solicitation. Close coordination of construction activities with the Authority's operating staff and Hazen and Sawyer staff will be required. The successful bidder(s) will be required to furnish all labor, materials, equipment, tools, services and incidentals to complete the Work in accordance with the pending Specifications and Drawings.

The Authority shall not be responsible for any cost incurred by applicants because of participation in this prequalification process. Each applicant shall bear its own expense in connection with the preparation and submission of materials and the provision of any supplemental information requested. The Authority shall have no liability for cost incurred by applicants in connection with the review and evaluation of prequalification materials and any findings and determinations made therefrom. This is **not** a solicitation for bid. All materials and information submitted during the prequalification process will become the property of the Authority and will not be returned to the applicant.

A decision by the Authority to prequalify or not to prequalify an applicant is final. The decision to prequalify an applicant shall not constitute a determination that the applicant is responsible, and such applicant may be subsequently rejected as non-responsible on the basis of subsequently discovered information. The Authority's action in rejecting an applicant as non-qualified in this regard is final.

APPLICATION REQUIREMENTS

The applicant must complete and submit an original and two (2) copies (for a total of three sets) of the application and all associated forms and attachments, which together comprise the Application for Bidder Prequalification (referred to herein as the "application" or "submittal"). The application shall be signed where indicated and submitted in a sealed envelope to the South Central Wastewater Treatment Authority. The applicant's name and the project name (South Central Wastewater Treatment Authority Wastewater Treatment Plant Nutrient Reduction Project) should be clearly displayed on the outside of the envelope.

The time and date of receipt shall be indicated on the sealed envelope by the Authority. Timely submission is the sole responsibility of the applicant. Fax and/or emailed copies and responses received after the specified time will not be considered.

Responses to the RFQ must be typed or neatly printed. The information presented should be clear, complete, concise and not misleading. All attachments submitted shall be identified with the name of the applicant. Failure to submit a response on the official forms provided for that purpose may be considered just cause for rejection of the response. Modification of any portion of the solicitation may be cause for rejection of the response. The Authority reserves the right to decide, on a case-by-case basis, at its sole discretion, whether to reject such an application as non-responsive.

CONFIDENTIAL / PROPRIETARY INFORMATION

Submitters should give specific attention to the identification of those portions of their Statement of Qualifications, which they deem to be confidential, proprietary information or trade secrets, and provide any justification of why such materials, upon request, should not be disclosed by the Owner under Virginia public records laws. Submitters must clearly indicate each and every section that is deemed confidential, proprietary or a trade secret as required by statute. It is NOT sufficient to preface your entire Statement of Qualifications with a proprietary statement.

If the Owner determines that a document that the Contractor has designated "confidential" or "trade secret" is not entitled to protection from public disclosure, the Owner will provide notice of that determination to the contact person designated by the Contractor, in any reasonable manner that the Owner can provide such notice, at least five (5) business days prior to its public disclosure of the document. If the contractor does not designate anyone to receive such notice the Owner will not have any obligation to provide any notice of a determination of non- confidentiality. If the Contractor does not designate anyone to receive such notice, or if, within five business days after the designated person receives such notice, the Contractor does not initiate judicial proceedings to protect the confidentiality of the document, the Owner will not have any obligation to withhold the document from public disclosure.

By submitting to the Owner a document that the Contractor designates as "confidential" or "trade secret", the Contractor agrees that in the event a third party brings any action against the Owner or any of its officials or employees to obtain disclosure of the document, the Contractor will indemnify and hold harmless the Owner and each organization's affected officials and employees from all costs, including attorney's fees incurred by or assessed against any defendant, of defending against such action. The Contractor also agrees that at the Owner's request the Contractor will intervene in any such action and assume all responsibility for defending against it, and that the Contractor's failure to do so will relieve the Owner of all further obligations to protect the confidentiality of the document.

EVALUATION

The Authority reserves the right to waive any and all irregularities or informalities in the submittal, to reject any and all applications, and to accept the application(s) most favorable to the Authority. Written notification of each applicant's prequalification status will be provided within 45 days of the submission deadline. In evaluating each application, the Authority will consider, by way of illustration and not limitation, the criteria included in this section.

A. NON-POINT RATING ITEMS

An unsatisfactory rating on any item in the category titled "non-point rating items" will be considered sufficient cause to determine that an applicant is not qualified to bid. The following are non-point criteria:

1. **Responsiveness to RFQ** – Only responsive applications will be considered and evaluated. A responsive application must be completed according to the instructions, include all required attachments, and requested information and is comprised of, but is not limited to the following:

- Application For Bidder Prequalification
 - Attachment A: Applicant Information
 - Attachment B: Details of Past Projects
 - Attachment C: Applicant Affidavit
 - All Additional information as needed to provide a complete response to the RFQ
2. **Debarment Status** – By submitting an application, the Applicant certifies that neither it nor any affiliated entity is currently debarred from submitting bids or has otherwise agreed not to submit bids on contracts with any government or business entity. If the applicant experiences a material change in its debarment status after the application is submitted and prior to the award of the contract for the project, the applicant shall notify the Authority of the change in writing at the time the change occurs or as soon thereafter as is reasonably practicable. If at any time during the evaluation process the applicant is debarred as described above, it will be considered grounds for automatic disqualification.
 3. **Contractor's License** – The applicant must provide a copy of their Virginia Contractors License or provide a statement indicating that they are able to acquire one in a timely fashion consistent with the project schedule.
 4. **Bonding Capacity/Statement** – Applicants must provide a signed statement from its Surety stating that, based on present circumstances, the surety will be willing to provide bid, performance, and payment bonds for the applicant in connection with the Project.
 5. **Minimum Water / Wastewater Experience** – The minimum experience requirement for prequalification is successful completion of at least five water or wastewater treatment plant upgrade or expansion projects each having a contract value in the range of \$50-\$120 million in the last fifteen years; or successful completion of concurrent water or wastewater treatment plant upgrade or expansion projects with combined monthly billings of \$1,500,000/month for at least a 24 month duration in the last five years.

B. POINT-RATING ITEMS

The applicant must achieve a minimum total score of 80% on the “point-rating items” in the evaluation summary to be prequalified. In considering a prospective bidder for prequalification, the Authority shall be the sole judge of the firm’s financial soundness, history of satisfactory project performance, whether or not the applicant possesses a sufficient number of experienced qualified personnel at its management and supervisory level and has demonstrated a commitment on its projects to accommodating changes and disruptions in the work, all of which indicate the ability to successfully complete the Project at the lowest possible cost to the Authority in accordance with the Project schedule. The following information shall be provided for the applicant firm which intends to contract with the Authority. Financial data, safety performance, etc. provided for parent or child entities related to the applicant firm shall not be considered or reviewed by the Authority in this evaluation.

1. **Project Performance** – During evaluation of project performance, emphasis will be placed on past performance on Authority projects and other recent projects of a similar size and nature to the South Central Wastewater Treatment Authority Wastewater Treatment Plant Nutrient Reduction Project, including applicant’s ability

to meet scheduled completion dates. Preference will be given to firms with management, manpower and expertise located in the mid-Atlantic region, and to projects completed in the mid-Atlantic region.

2. **Personnel Qualifications/Experience** – The designated project manager and superintendent must have experience on projects of similar size and scope. Applicant must dedicate the proposed personnel to the project and may not make changes without written approval from the Authority. The qualifications of other personnel will also be considered in this evaluation.
3. **References** – The Authority intends to contact references listed in the application regarding the point-rating items B.1, B.2, B.3, B.5 and B.6 listed in the Evaluation Summary and may contact other potential references if referred to them during this evaluation. The Authority reserves the right to contact any party it deems appropriate and by submitting a response to this RFQ, the contractor releases the Authority and any references from all liability concerning this exchange of information. Applicants should ensure that the reference information provided is current. Letters of reference shall NOT be included in the response to this RFQ, since such letters do not follow a standard objective format.
4. **Financial Data** – Financial data will be reviewed and compared to industry standards.
5. **Safety Performance** – Safety data will be reviewed and compared to industry standards.
6. **Claims/Final Resolution/Judgments** – Evaluation of this data will be based on the number of affirmative answers to the questions and the details provided in explanation for each occurrence.
7. **Failure to Complete - Applicant** – Evaluation of the applicant's failure to complete projects will primarily be based on the number of occurrences and the explanations for the failure to complete in conjunction with the references on those projects.
8. **Failure to Complete - Partner/Officer** – Evaluation of the applicant's partners and/or officers to complete projects will be primarily based on the number of occurrences, the explanations for the failure to complete in conjunction with the references on those projects.
9. **Breach of Governmental or Nongovernmental Contract** – Evaluation of applicant's history of judgments entered against for breach of contract.
10. **Governmental or Nongovernmental Crime** – Evaluation of applicant's history of crimes related to governmental or nongovernmental construction or contracting.
11. **Debarment** – Evaluation of applicant's history of debarment from bidding or contracting by any public body, agency of another state or agency of the federal government.
12. **Other Relevant Criteria** – Any other relevant criteria deemed to be in the best interest of the Authority may be evaluated in determining whether to accept an applicant's submission.

PROCUREMENT LAW

Prequalification and bidding procedures will be governed by, and administered in accordance with, applicable law in the Commonwealth of Virginia.

ADDENDA AND INTERPRETATIONS

All requests for interpretation of the RFQ and the associated application and attachments must be made in writing to Hazen and Sawyer. Such requests will be addressed to Mr. Christopher Tabor, Hazen and Sawyer, 1555 Roseneath Road, Richmond VA 23230. Requests can be made by email at: ctabor@hazenandswyer.com. To be given consideration, such requests must be received by March 29, 2022. Any and all such interpretations and any supplemental instructions or changes will be in the form of written addenda which, if issued, will be sent to all prospective applicants at the addresses furnished for such purposes, not later than three (3) days prior to the date fixed for submittal of the application. Failure of any applicant to receive any such addenda shall not relieve such applicant from any obligation under its application as submitted. All addenda so issued shall become part of the RFQ and must be signed by all applicants and returned to the Authority with the application.

NOTICE OF SUBSTANTIAL CHANGES

If the applicant experiences a material change in its debarment status, financial condition, corporate structure or personnel after the application is submitted and prior to the award of the contract for the project, the applicant shall notify the Authority of the change in writing at the time the change occurs or as soon thereafter as is reasonably practicable.

Failure to notify the Authority of any material change in the applicant's debarment status, financial condition, corporate structure or personnel may constitute grounds for rescinding a "qualified to bid" rating or for rejection of a bid.

MISREPRESENTATION

If any applicant knowingly makes a misrepresentation in submitting information to the Authority, or fails to provide all required information, or provides information that is misleading, such misrepresentation, omission or misleading information will be sufficient grounds for rescinding a "qualified to bid" rating or for rejection of a bid submitted as a result of this prequalification.

COLLUSION AMONG APPLICANTS

More than one response from an individual, firm, partnership, corporation, or association under the same or different name will be rejected. Any or all responses will be rejected if there is any reason for believing that collusion exists among the applicants. Participants in such collusion may not be considered in future bids for the same work. Each prospective Bidder, by submitting a response, certifies that they are not a party to any collusive action or to any action that is otherwise unlawful. Nothing in this section will preclude a firm acting as a subcontractor to be included as a subcontractor for two or more prime contractors submitting a response for the Work.

EVALUATION SUMMARY

Applicant Name: _____

A. NON-POINT RATING ITEMS

<u>CATEGORY</u>	<u>SATISFACTORY</u>	<u>UNSATISFACTORY</u>
1. Responsiveness to RFQ	_____	_____
2. Debarment Status	_____	_____
3. Contractor's License	_____	_____
4. Bonding Capacity/Statement	_____	_____
5. Minimum Water / Wastewater Experience	_____	_____
6. Breach of Gov't or NonGov't Contract	_____	_____
7. Gov't or NonGov't Crime	_____	_____
8. Debarment	_____	_____
9. E-Verify Program Certification	_____	_____

B. POINT-RATING ITEMS

	<u>WEIGHT</u>	x	<u>GRADE</u>	=	<u>TOTAL</u>
1. Project Performance	4		0 1 2 3 4 5		_____
2. Personnel Qualifications/Experience	3		0 1 2 3 4 5		_____
3. References					
a. Designers/Construction Managers	4		0 1 2 3 4 5		_____
b. Owners					
(1) Adherence to Schedule	3		0 1 2 3 4 5		_____
(2) Quality of Completed Work	4		0 1 2 3 4 5		_____
(3) Overall (cooperation/coordination)	3		0 1 2 3 4 5		_____
4. Financial Data	4		0 1 2 3 4 5		_____
5. Safety Performance	4		0 1 2 3 4 5		_____
6. Claims/Final Resolution/Judgments	4		0 1 2 3 4 5		_____
7. Failure to Complete - Applicant	4		0 1 2 3 4 5		_____
8. Failure to Complete - Partner/Officer	3		0 1 2 3 4 5		_____

TOTAL SCORE: _____

GRADING SCALE

0 = Unfavorable, 1 = Questionable, 2 = Below Average, 3 = Average, 4 = Above Average, 5 = Most Favorable

$$\frac{\text{Total Score}}{\text{Possible Score}} \div \frac{200}{\text{Possible Score}} = \frac{\text{Overall Grade}}{\text{Possible Score}} \%$$

APPLICATION FOR BIDDER PREQUALIFICATION

A copy of this page shall be the cover page for each set. A set of attachments and any additional information should be included with each set.

1. Applicant Name: _____

Provide all names under which the applicant does business:

Is the applicant related to another firm as a parent, subsidiary, or affiliate? Yes ___ No ___

If yes, attach names and addresses for all affiliated, parent and/or subsidiary companies, and state the nature of each affiliation.

2. Address: _____

3. Tax Identification Number (EIN/SSN): _____

4. Is applicant a corporation? Yes _____, No _____

If yes, what is the State of incorporation? _____

5. If not incorporated, specify method and date of organization: _____

If a partnership, attach partnership details (such as partner's names and individual contact information for each partner). If a Joint Venture (JV), attach the JV agreement and provide details of the intended role of each JV member, including appropriate additional attachments (at a minimum an Attachment C for each JV member).

6. Specify the portions of the Work, that the applicant expects to subcontract:

7. Provide contact information including name, title, phone number and email address of the person who can respond authoritatively to any questions regarding this response:

Signed by: _____

Printed name and title: _____

Telephone: () _____ Email: _____

**APPLICATION FOR BIDDER PREQUALIFICATION
(Cont'd)**

8. Provide information including corporate name, trade, and indication of prior work status for proposed or potential electrical and instrumentation and control subcontractors:

a. Subcontractor: _____
Trade: _____
Contact Person: _____
Contact Title & Phone # _____ () _____
Have subcontracted any prior work to this entity? Yes___ No___

b. Subcontractor: _____
Trade: _____
Contact Person: _____
Contact Title & Phone # _____ () _____
Have subcontracted any prior work to this entity? Yes___ No___

c. Subcontractor: _____
Trade: _____
Contact Person: _____
Contact Title & Phone # _____ () _____
Have subcontracted any prior work to this entity? Yes___ No___

d. Subcontractor: _____
Trade: _____
Contact Person: _____
Contact Title & Phone # _____ () _____
Have subcontracted any prior work to this entity? Yes___ No___

e. Subcontractor: _____
Trade: _____
Contact Person: _____
Contact Title & Phone # _____ () _____
Have subcontracted any prior work to this entity? Yes___ No___

f. Subcontractor: _____
Trade: _____
Contact Person: _____
Contact Title & Phone # _____ () _____
Have subcontracted any prior work to this entity? Yes___ No___

**ATTACHMENT A
APPLICANT INFORMATION**

A. NON-POINT RATING ITEMS

1. **Responsiveness to RFQ** – Responsiveness is defined in the RFQ section titled Evaluation.
2. **Debarment Status** – Has the applicant, or any affiliate, ever been the subject of any of the following actions:
 - a. DebarmentYes ___ No ___
 - b. Deletion from a Prequalified Bidders List.....Yes ___ No ___
 - c. Other action which resembles debarment.....Yes ___ No ___
 - d. Failure to qualify for a Prequalified Bidders ListYes ___ No ___
 - e. Withdrew an application from a prequalification processYes ___ No ___If yes, provide details on a separate sheet for each instance.
3. **Contractor's License** – Attach a copy of the Applicant's Virginia Contractors License, or attach a statement about Applicant's ability to acquire one in a timely fashion consistent with the project schedule.
4. **Bonding Capacity/Statement** – Attach a signed statement from Applicant's Surety stating that, based on present circumstances, the surety will be willing to provide bid, performance and payment bonds for the applicant in connection with the Project.
Total bonding capacity \$ _____
Available bonding capacity \$ _____
5. **Minimum Water/Wastewater Experience** – Provide on Attachment B.
6. **Breach of Governmental or Nongovernmental Contract** – Has Contractor or any officer, director or owner thereof has had judgments entered against him within the past ten years for the breach of contracts for governmental or nongovernmental construction, including, but not limited to, design-build or construction management? Yes ___ No ___
7. **Governmental or Nongovernmental Crime** – Has Contractor or any officer, director, owner, project manager, procurement manager or chief financial official thereof has been convicted within the past ten years of a crime related to governmental or nongovernmental construction or contracting, including, but not limited to, a violation of (i) Article 6 (§ 2.2-4367 et seq.) of Chapter 43. Virginia Public Procurement Act, (ii) the Virginia Governmental Frauds Act (§ 18.2-498.1 et seq.), (iii) Chapter 4.2 (§ 59.1-68.6 et seq.) of Title 59.1, or (iv) any substantially similar law of the United States or another state? Yes ___ No ___
8. **Debarment** – Has the Contractor or any officer, director or owner thereof is currently debarred pursuant to an established debarment procedure from bidding or contracting by any public body, agency of another state or agency of the federal government? Yes ___ No ___
9. **E-Verify Program Certification** – Has the Contractor failed to register and participate in the E-Verify program as required by § 2.2-4308.2. of Chapter 43. Virginia Public Procurement Act? Yes ___ No ___

By checking this box, the information voluntarily submitted by the contractor pursuant to this page shall be considered a trade secret or proprietary information

**ATTACHMENT A
(Cont'd)**

B. POINT RATING ITEMS

1. Project Performance

- a. Using a separate copy of Attachment B for each project, provide details of five or more projects in the continental United States of America that are most similar in size and scope to the South Central Wastewater Treatment Authority Wastewater Treatment Plant Nutrient Reduction Project. Letters of reference shall NOT be included the application, and will not be evaluated by the Authority.
- b. Attach a list of all projects with a contract value contract value in the range of \$50-\$120 million in the last fifteen years; or successful completion of concurrent water or wastewater treatment plant upgrade or expansion projects with combined monthly billings of \$1,500,000/month for at least a 24 month duration in the last five years.
- c. Include the following data: project name, owner, engineer and/or construction manager, completion date, percent of work performed by your own forces, original and final contract values.

- 2. Personnel Qualifications/Experience** – Submit a copy of the applicant's corporate organizational chart. Provide the quantity of employees identified by discipline and project with names and titles down through field superintendents. Provide proposed project organizational chart and attach resumes of key personnel. Emphasize years of construction experience, last employer, last position, and experience on similar projects.

- 3. References** – Reference information is addressed on Attachment B.

4. Financial Data

- a. Submit the applicant firm's most recent audited financial statements for a three-year period. Complete balance sheets and income statements must be included. The statements shall be enclosed in a separate sealed enveloped and included in the application package. Data provided for parent or child entities related to the firm in lieu of the firm's data shall not be reviewed and shall be considered non-responsive.

- b. Has the applicant, or any affiliate, ever been denied bonding or had bonding revoked? Yes ___ No ___

If yes, provide details on a separate sheet for each instance.

By checking this box, the information voluntarily submitted by the contractor pursuant to this page shall be considered a trade secret or proprietary information

**ATTACHMENT A
(Cont'd)**

5. **Safety Performance** – On a separate sheet provide the following:
- a. Experience Modification Factor (EMF) with 3-year and 5-year trends
 - b. Loss Ratio with 3-year and 5-year trends
 - c. Accident Frequency Rate with 3-year and 5-year trends
 - d. A list of OSHA citations levied during the past five years. Describe the infractions and indicate whether there was a warning or fine imposed and the dollar amount of each.
 - e. Details from your organization's most current OSHA 200 log indicating:
 - Number of lost workday cases
 - Number of restricted workday cases
 - Number of cases with medical attention only
 - Number of fatalities

6. **Claims/Final Resolution/Judgments** – Have any of the following actions occurred on, or in conjunction with, any project performed by the applicant, any affiliate, or their officers, partners or directors in the last ten years?

- a. Legal Action Implemented by Contractor against OwnerYes___ No___
- b. Legal Action Implemented by Contractor against SubcontractorYes___ No___
- c. Legal Action Implemented by OwnerYes___ No___
- d. Legal Action Implemented by SubcontractorYes___ No___
- e. Settlement or Close Out Agreement in effect with OwnerYes___ No___
- f. JudgmentsYes___ No___
- g. ArbitrationsYes___ No___
- h. Breach of ContractsYes___ No___
- i. Projects where surety has not consented to final paymentYes___ No___

If the answer to any of items a. through h. above is yes, provide details on a separate sheet for each instance.

7. **Failure to Complete - Applicant** – Has your organization ever failed to complete any work awarded to it? This includes termination for the convenience of the Owner or any other reason for failing to complete a project. Yes___ No___

If yes, provide details on a separate sheet for each instance.

8. **Failure to Complete - Partner/Officer** – Has any officer or partner of your organization ever been an officer or partner of some other organization that failed to complete a construction contract or failed to complete a construction contract handled in his or her own name? This includes termination for the convenience of the Owner or any other reason for failing to complete a project.

Yes___ No___

If yes, provide details on a separate sheet for each instance.

By checking this box, the information voluntarily submitted by the contractor pursuant to this page shall be considered a trade secret or proprietary information

**ATTACHMENT B
DETAILS OF PAST PROJECTS**

(Using a separate copy of this form for each project, provide details of five or more projects that are most similar in size and scope to the South Central Wastewater Treatment Authority Wastewater Treatment Plant Nutrient Reduction Project.)

1. Contractor Name: _____
If Contractor's Name is not the same as Applicant's name, state relationship (i.e. parent company, subsidiary, JV etc.): _____
Project Manager: _____
Superintendent: _____
2. Project Name: _____
Facility Name: _____
Project Location: _____

Contract # _____ Project # _____
3. Owner: _____
Address: _____

Contact Person: _____
Contact Title & Phone # _____ () _____
4. Engineer: _____
Address: _____

Contact Person: _____
Contact Title & Phone # _____ () _____
5. Construction Manager (if any): _____
Address: _____

Contact Person: _____
Contact Title & Phone # _____ () _____
6. Contract Dates (completion dates should reflect substantial completion - if not indicate)
Notice to Proceed: _____
Contractual Completion: _____
Actual Completion: _____

**ATTACHMENT B
(Cont'd)**

7. Description of Project: _____

8. Original Contract Value: \$ _____
Final Contract Value: \$ _____
Value of Change Orders to Date: \$ _____
Outstanding Claims to Date: \$ _____

9. Bonding Company: _____
Address: _____

Contact Person: _____
Contact Title & Phone # _____ () _____

10. List the five largest subcontractors on this project in terms of percentage of participation.

g. Subcontractor: _____
Trade: _____ Participation: _____ %
Address: _____

Contact Person: _____
Contact Title & Phone # _____ () _____

h. Subcontractor: _____
Trade: _____ Participation: _____ %
Address: _____

Contact Person: _____
Contact Title & Phone # _____ () _____

**ATTACHMENT B
(Cont'd)**

i. Subcontractor: _____
Trade: _____ Participation: _____%
Address: _____

Contact Person: _____
Contact Title & Phone # _____ () _____

j. Subcontractor: _____
Trade: _____ Participation: _____%
Address: _____

Contact Person: _____
Contact Title & Phone # _____ () _____

k. Subcontractor: _____
Trade: _____ Participation: _____%
Address: _____

Contact Person: _____
Contact Title & Phone # _____ () _____

*DO NOT INSERT REMARKS IN THIS AREA OR ATTACH LETTERS OF
RECOMMENDATION.*

**ATTACHMENT C
APPLICANT AFFIDAVIT**

The undersigned hereby attests under penalty of perjury and by personal knowledge to the following:

1. The contents of the Application for Bidder Prequalification (including all submitted attachments and other documentation) are true, correct and not misleading.
2. To the best of my knowledge neither the Applicant, nor its agents, affiliates, partners, employees, officers, directors or other associates of any kind, have colluded with any individual or entity on behalf of the Applicant, or themselves, to produce an unfair advantage over others or to gain favoritism in the award of any contract resulting from this RFQ.
3. By responding to this RFQ and submitting the Application for Bidder Prequalification (also referred to as the submittal), the Applicant agrees to indemnify and hold harmless all parties to this RFQ, including, but not limited to, the Owner and Engineers for any conceivable damages arising therefrom; and affirms that no compensation is expected as a result of the preparation of said response.
4. Applicant agrees to use the submitted personnel for the duration of this project and only stated for electrical subcontractors and instrumentation and control subcontractors unless the Contractor self performs any of these items. Any changes in the submitted personnel must be approved in writing by the Authority.

Applicant Name: _____

Officer's Signature: _____

Printed name and title: _____

Telephone No: _____

Affix Corporate Seal

Witnessed by: _____

Witness printed name and title: _____

Date Signed: _____