

SECTION 00 11 53

BIDDER PREQUALIFICATION REQUIREMENTS

PART 1 Bidder Prequalification Requirements

- 1.1 All Contractors contemplating bidding on the project shall submit a pre-qualification documentation package by the date and time included in the invitation. This package shall contain a history of the company as well as providing the following information:
  - A. The bidder shall provide Corporate experience, including;
    1. Provide a statement that the applicant has operated under the current corporate name for the last 10 years.
      - a. If the corporate name has changed, provide information on the previous corporate name.
    2. Provide the name, address, and telephone number of the applicant's corporate headquarters, relevant regional office(s), and subsidiaries, if any.
    3. Provide the name, title, and biographical summary of all corporate officers.
    4. The applicant shall have sufficient bonding capacity to provide performance and payment bonds, both in the amount of 100 percent of the contract amount.
      - a. Provide a statement of bonding capacity, bonding company, insurance agent contact persons, and telephone numbers.
      - b. The contractor shall have an available bonding capacity of at least \$40 Million.
    5. The applicant shall have access to adequate equipment to complete the project.
      - a. Provide a list of major equipment proposed to perform the work and indicate whether owned or leased.
    6. Provide a statement that the applicant has never failed to complete a project. If this is not the case, explain.
    7. The applicant shall have a history of completing projects consistently on time and within the bid amount.
      - a. Provide a statement that, in the last five years, the applicant has not served the Owner with a claim for additional compensation prepared by an attorney or a claims consultant, excluding routine change order requests. If this is not the case, provide an explanation.
    8. The applicant shall not have a pattern of engaging in litigation against Municipal Owners.
      - 1) The applicant shall list all litigation commenced, concluded, or ongoing as a plaintiff against any Municipal Owner or any Engineering Firm in the past five years.
      - b. The applicant shall have available project management personnel with at least five years experience on projects with the technical characteristics listed in paragraph 2 below to complete the project.
        - 1) Provide experience or proposed on-site project manager and/or field superintendent who would supervise and be in charge of the project. Experience can be from previous employment but must be pertinent to technical information in paragraph 2.
        - 2) If your firm is the successful bidder, at least one of these key personnel must be actively involved in the day-to-day operations of this project.
      - c. List all other projects currently under contract, the current contract amounts, and scheduled completion dates.

- d. The applicant shall provide a photocopy of their Georgia Utility Contractor license.
9. The bidder shall provide Technical Experience including:
    - a. Three (3) municipal drinking water projects with new and rehabilitation of flocculation and sedimentation basins, including flocculators, new plate settlers, and sludge collectors. New gravity sand filters and rehabilitation of existing gravity sand filters.
      - 1) All three projects should have a combination of the items listed above (i.e. each project does not have to include the items listed above)
      - 2) Each project must have had a construction contract amount of at least \$10,000,000, including at least one project with an amount equal to or greater than \$35,00,000.00.
    - b. These projects can be new projects or improvements to existing facilities.
    - c. Each of these projects must have been completed within the last 15 years.
    - d. At least fifty percent (50%) of the labor-related items for each project must have been completed by the applicant's own workforce.
    - e. Provide the information specified below for each of the above projects:
      - 1) Name of project as bid.
      - 2) Name of Owner.
      - 3) Name of engineering design firm.
      - 4) Name of construction management firm.
      - 5) Name, position or title, address and telephone number of contact person currently employed by each of the three firms listed above.
      - 6) Percent of labor related items performed by the applicant's own work force
      - 7) A complete description of each project including sizes and quantities.
      - 8) The bid amount and final cost to Owner, with an explanation of cost overrun, if any, including change orders.
      - 9) The contract time as bid, actual time to complete project and completion date, with an explanation of time overrun, if any.
- B. The applicant's pre-qualification package should be signed by an officer of the company.
  - C. No bid shall be opened unless the bidder has been approved by the City of Cartersville prior to the bid opening date.
  - D. Final determination of the applicant's qualification will be determined by the City of Cartersville. Qualification will not be based on any one single factor. Applicants will be advised of their pre-qualification status on the date stated in the invitation.
  - E. The prequalification package shall be sent electronically via a single .pdf file to Ahmed Annaim, P.E. of Wiedeman and Singleton, Inc. at [aaa@wiedeman.com](mailto:aaa@wiedeman.com). The prequalification package can be sent electronically via a single .pdf file 15 MB or less. Larger submittals may be delivered via online storage links (i.e. DropBox, Google Drive, ShareFile, SharePoint, etc.). Hard paper copies will not be accepted.

END OF SECTION