

Prequalification Form for First-Tier Subcontractors under CM at Risk

Pursuant to the NC Statute GS143-128.1, 143-135.8 and Winston-Salem/Forsyth County Board of Education (BOE) Policy for Prequalification of Bidders for Construction Projects (attached), this form gathers information about the Subcontractor seeking to qualify for the work and provides a general format for the prequalification criteria. Completing this questionnaire does not guarantee prequalification. Evaluation of the submittal shall be performed by the Prequalification Committee in accordance with the statutes and policies. **Subcontractors must be prequalified in order to submit a bid.**

Prequalification Due Date: Monday, February 5, 2018

Submitted To: **Tyler Cook**
Omega Construction, Inc.
PO Box 250
Pilot Mountain, NC 27041
(344 Shelleybrook, NC 27041)
P 336-368-5156 | F 336-368-2277
tylerc@omegaconstruction.com

Project: **Name:** WSFCS Pre-K Centers Remodel – Middle Fork, Old Town, and Griffith
Owner: Winston-Salem Forsyth County Schools
Location: 475 Corporate Square Drive, Winston-Salem, NC 27105
Architect: Norwood Architecture & Design, Inc.
Civil Designer: MLA Design Group, Inc.
Structural Engineer: Lysaght & Associates
MEP Engineer: FM Engineering, PLLC
Construction Duration: June 2018 to August 2019
Advertisement to Bid: December 31, 2017
Bid Dates:
- Phase 1 March 15, 2018 – Bid dates for each bid package will be provided in bid documents.
- Phase 2 Expected to be May – Actual date to be determined.
Performance & Payment Bond: Required for Bid Packages \$100,000 or higher
Bid Bond: Required for Bid Packages \$100,000 or higher

Project Description:

The project will consist of construction of (6) Pre-K classrooms in each of (3) existing elementary schools. The work will include the following:

- Renovation of approximately 8,500 sf at Middle Fork Elementary School
- Renovation of approximately 8,400 sf at Old Town Elementary School
- Renovation of approximately 5,700 sf and approximately 2,600 sf addition at Griffith Elementary School

The work will be bid in two phases:

- Phase 1 – Renovation of Middle Fork Elementary School and Demolition Package at Old Town Elementary School
- Phase 2 – Renovation of Old Town Elementary School and Renovation/Addition at Griffith Elementary School

Renovations to each facility include site demolition, demolition of existing finishes and interior walls/floors, sitework (grading, storm drainage, asphalt paving, sidewalks, landscaping), foundation and floor slab construction, masonry wall construction, shoring and structural modifications, millwork, doors and hardware, windows/glass/glazing, drywall construction, acoustical ceilings, painting, flooring, specialties, kitchen equipment, plumbing for new restrooms and kitchen areas, modification and replacement of existing mechanical systems, renovations of existing electrical systems, construction cleaning. Work areas will be unoccupied while undergoing renovations, but the surrounding facilities will remain in operation.

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Instructions to Prequalify:

- For questions about this form contact Tyler Cook – tylerc@omegaconstruction.com (336-368-5156).
- Forms may be submitted electronically via email, mail, or hand delivery to Tyler Cook. Please make sure, if submitting hand written form, that all information is clearly printed.
- The deadline for prequalification submission is 5:00 PM EST on Monday, February 5th, 2018.
- The following forms are provided for reference only and are not required to be submitted with prequalification form:
 - Winston-Salem Forsyth County Schools Board of Education Policy for Prequalification of Bidders for Construction Projects.

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Bid Packages:

If your firm is interested in prequalifying for this project, please check the box for your trade(s). If multiple bid packages are selected, please make sure that project experiences and references are provided to allow Prequalification Committee to evaluate your firm for EACH bid package selected. This is a preliminary list of Bid Packages and may change based on response and qualified bidders.

Check Box if Prequalifying		Bid Package
<input type="checkbox"/>	1A	General Trades
<input type="checkbox"/>	1B	Asbestos/Lead/Hazardous Materials Abatement
<input type="checkbox"/>	1C	Construction Equipment Rental
<input type="checkbox"/>	2A	Site Work (Excavation/Grading/Storm Drainage/Site Demolition/Erosion Control
<input type="checkbox"/>	2B	Sitework General Trades (Signage, Parking Bumpers, Marking/Striping, etc)
<input type="checkbox"/>	2C	Sitework Concrete (Sidewalks, Concrete Paving, Curb and Gutter)
<input type="checkbox"/>	2D	Asphalt Paving
<input type="checkbox"/>	2E	Layout/Surveying
<input type="checkbox"/>	2F	Fencing
<input type="checkbox"/>	2G	Landscaping/Hardscape
<input type="checkbox"/>	2H	Materials Testing
<input type="checkbox"/>	3A	Concrete Footings and Slab on Grade Lump Sum
<input type="checkbox"/>	3B	Concrete Footings and Slab on Grade Unit Price
<input type="checkbox"/>	3B	Termite Protection
<input type="checkbox"/>	4A	Masonry Lump Sum
<input type="checkbox"/>	4B	Masonry Unit Price
<input type="checkbox"/>	5A	Structural Steel/Miscellaneous Steel
<input type="checkbox"/>	5B	Shoring
<input type="checkbox"/>	6A	Casework/ Shelving
<input type="checkbox"/>	6B	General Carpentry
<input type="checkbox"/>	7A	Caulking
<input type="checkbox"/>	7B	Roofing Systems/Sheetmetal
<input type="checkbox"/>	7C	Sprayed on Fireproofing
<input type="checkbox"/>	7D	Insulation Systems (Blown-in, Loose Fill, Foam Fill, etc)
<input type="checkbox"/>	7E	Waterproofing
<input type="checkbox"/>	8A	Doors and Hardware
<input type="checkbox"/>	8B	Window/Glass/Glazing
<input type="checkbox"/>	9A	Drywall/Wood Blocking and Grounds
<input type="checkbox"/>	9B	Ceiling Systems;
<input type="checkbox"/>	9C	Hard Tile
<input type="checkbox"/>	9D	Resilient/Carpet Flooring
<input type="checkbox"/>	9E	Terrazzo Flooring
<input type="checkbox"/>	9F	Painting
<input type="checkbox"/>	10A	Toilet Partitions
<input type="checkbox"/>	10B	Signage
<input type="checkbox"/>	10C	Toilet Accessories/Partitions/Specialties
<input type="checkbox"/>	14B	Kitchen Equipment

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- ☐ 15B Plumbing/Plumbing Demolition
- ☐ 15C Mechanical/T&B/Controls/Mechanical Demo
- ☐ 16A Electrical/Data/Fire Alarm/Cabling/Electrical Demo
- ☐ 18A Weekly Cleaning
- ☐ 18B Final Cleaning
- ☐ 19A General Demolition (Drywall, Masonry, Concrete, Glazing, Finishes)

Date Form Received by Omega Construction Inc.: _____

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SECTION 1. GENERAL COMPANY INFORMATION

1.1. Office Location

Company Name: _____

Physical Address: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____

Primary Contact: _____ Email address: _____

(Contact person for Prequalification Committee.)

Bidding Contact: _____ Email address: _____

(Person to receive bid documents, addenda, clarifications and other bid notices.)

(Prequalification Ratings Matrix: If completely filled in give 2 points. If not, give 0 points.)

1.2. Business Type

Business Type (check box)

☐ Corporation ☐ Partnership ☐ LLC ☐ Sole Proprietor ☐ Joint Venture

How many years has your organization been in business as a Contractor? _____

How many years has your organization been in business under its present business name? _____

HUB Certification – Indicate your NC Statewide Uniform Certification: (check box)

☐ Black ☐ Hispanic ☐ Asian-American ☐ American Indian ☐ Female ☐ None

☐ Socially and Economically Disadvantage ☐ Disabled-Owned ☐ Disabled Business Enterprise

See website link for more information: <http://www.doa.nc.gov/hubfswuc.htm>

Is your firm registered with the State of North Carolina to do business? ☐ Yes ☐ No

Is your firm owned or controlled by a parent or any other organization? ☐ Yes ☐ No

If yes, describe Ownership: _____

List all other names your firm has operated as for the past (5) years: _____

(Prequalification Ratings Matrix: If completely filled in give 1 point. If not, give 0 points.)

1.3. Licensing Information

Please provide all North Carolina professional licenses and license limit/level required for you to perform your services on this project. _____

Has any license ever been denied or revoked? ☐ Yes ☐ No

If yes, please describe: _____

(Prequalification Ratings Matrix: If completely filled in give 1 point. If not, give 0 points.)

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1.4. Type of Work Performed on a Regular Basis

Primary Scope of Work: _____

Secondary Scope of Work: _____

Other Scope of Work: _____

What type of work do you self- perform? _____

What Percent of work is performed with your own forces? _____%

How many full time permanent employees do you currently have? _____

Has your company participated in a CMAR project before? ☐Yes ☐No

(Prequalification Ratings Matrix: If completely filled in give 1 point. If not, give 0 points.)

1.5. Bonding - Surety Letter

Attach letter, dated within the last 30 days, from your surety company, signed by their Attorney in Fact, verifying their willingness to issue sufficient payment and performance bonds for this project, on behalf of your firm and the dollar limits of that bond commitment, both single and aggregate. Surety company bond rating shall be rated "A" or better under the A.M. Rating system or The Federal Treasury List.

Have you attached a surety letter? ☐Yes ☐No

(Prequalification Ratings Matrix: If surety letter attached give 3 points. If not, give 0 points.)

1.6. Bonding – Funds Expended by Surety Company

Have any funds been expended by a Surety Company on your firm's behalf? ☐Yes ☐No

If yes, explain: _____

(Prequalification Ratings Matrix: if no funds expended by Surety Company, give 2 points. If yes, give 0 points.)

1.7. Insurance

The minimum requirement of insurance coverage is listed below. Firms must indicate that they can provide evidence of insurance coverage, should they be the successful bidder by attaching a copy of their current insurance certificate.

Have you attached a copy of your insurance certificate? ☐Yes ☐No

- ⌘ General Liability with a required limit of no less than \$1,000,000 each occurrence for bodily injury and property damage, \$2,000,000 "Per Project/Per Location aggregate
- ⌘ Worker's Compensation with the required limit of no less than \$500,000 each accident, \$500,000 Disease policy limit, \$500,000 Disease each employee
- ⌘ Additional Insured – Omega Construction, Inc and Owner
- ⌘ Excess Liability (Umbrella) policy with the required limit of no less than \$1,000,000 each occurrence, \$2,000,000 aggregate
- ⌘ Automobile liability insurance combined single limit of \$1,000,000 for bodily injury and property damage per each occurrence.

(Prequalification Ratings Matrix: If insurance certificate attached give 3 points. If not, give 0 points.)

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1.8. Financials & Banking

Attach latest 2 years' fiscal year-end balance sheets and income statements, along with current interim financials (if available). Independently prepared financial statements preferred. (Firm must submit financial data and may clearly indicate a request for confidentiality to avoid this item from becoming part of public record.)

Have you attached required financial statements? ☐Yes ☐No

Provide the following information as it relates to your primary corporate banking relationship.

Name of Bank: _____

Contact Person: _____ Contact Phone #: _____

Total available Bank Line of Credit: \$ _____

Total current borrowings against Bank Line of Credit: \$ _____

(Prequalification Ratings Matrix: If financials attached give 5 points. If not, 0 points.)

SECTION 2. GENERAL REQUIREMENTS

2.1. Annual Dollar Value Last Three Years

List the annual dollar value of construction work the company has performed for each year over the last (3) three calendar years (if applicable).

1 year: \$ _____ 2 year: \$ _____ 3 year: \$ _____

(Prequalification Ratings Matrix: For each year completed give 1 point – 3 points maximum)

2.2. Number of Construction Projects Under Contract

How many projects do you currently have under contract or in progress and what is their total dollar value?

A: Number of Projects Under Contract: _____

B: Current Projects Contract Amount: \$ _____

C: Current Amount Remaining to Bill: \$ _____

(Prequalification Ratings Matrix: If section completed give 3 points. If not, give 0 points.)

2.3. Largest Job Completed

What was your largest job COMPLETED within the last three years?

A: Dollar Amount: \$ _____

B: Location: _____

C: Year Completed: _____

(Prequalification Ratings Matrix: Take dollar amount of largest job completed within the last three years and multiply by 1.25. If the result is larger than the estimated budget for this bid package give 5 points. If the result is smaller, give 0 points.)

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2.4. Current Project Experience

List the three largest contracts currently under contract or in progress. For each project list the name of the project, owner, architect and general contractor/construction manager and contact information below. Failure to provide current contact information will impact points given by Prequalification Committee.

1. Current Project Name	
Owner Name/Representative	
Owner Phone Number/Email	
Designer Name/Representative	
Designer Phone Number/Email	
CM/GC Name/Representative	
CM/GC Phone Number/Email	
Contract Dollar Amount	
Scope of Work	
Percentage Complete	
Anticipated Completion Date	

2. Current Project Name	
Owner Name/Representative	
Owner Phone Number/Email	
Designer Name/Representative	
Designer Phone Number/Email	
CM/GC Name/Representative	
CM/GC Phone Number/Email	
Contract Dollar Amount	
Scope of Work	
Percentage Complete	
Anticipated Completion Date	

3. Current Project Name	
Owner Name/Representative	
Owner Phone Number/Email	
Designer Name/Representative	
Designer Phone Number/Email	
CM/GC Name/Representative	
CM/GC Phone Number/Email	
Contract Dollar Amount	
Scope of Work	
Percentage Complete	
Anticipated Completion Date	

(Prequalification Ratings Matrix: For projects above, give 9 points for positive references from the Construction Manager/General Contractor. If company contracted directly with the Owner, Omega Construction will contact Owner for reference information.)

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2.5. Office Location

Will this project be managed and directed from an office in NC? An office in NC is defined as "The principal place from which the trade or business of the bidder is directed or managed," per GS143-59(c).

☐Yes ☐No

(Prequalification Ratings Matrix: If office location is managed and directed from NC office give 3 points. If not, give 0 points.)

2.6. Litigation/Claims Last 5 Years

Has your company been involved in any judgments, claims, arbitrations, mediation proceedings, or suits within the last five years, whether resolved or still pending resolutions? ☐Yes ☐No

If yes, state the project name(s), year(s), case number and reason why: _____

(Prequalification Ratings Matrix: If company has been involved in any litigation indicated above without adequate explanation, give 0 points. If no, or if adequate explanation provided, give 3 points.)

2.7. Litigation/Claims Currently Outstanding

Are there currently any judgments, claims, arbitration or mediation proceedings or suits pending or outstanding against your company, its officers, owners or agents? ☐Yes ☐No

If yes, state the project name(s), year(s), case number and reason why: _____

(Prequalification Ratings Matrix: If there are currently any litigation indicated above against your company without adequate explanation, give 0 points. If no, or if adequate explanation provided, give 3 points.)

2.8. Failure to Complete Construction Contract

Has your company failed to complete work awarded to it within the last 15 years? ☐Yes ☐No

If yes, state the project name(s), year(s), and reason why: _____

(Prequalification Ratings Matrix: If yes without sufficient explanation, give 0 points. If no, or if adequate explanation provided, give 5 points.)

2.9. Liquidated Damages

Have you paid liquidated damages on any project within the last 15 years? ☐Yes ☐No

If yes, state the project name(s), year(s), and reason why: _____

(Prequalification Ratings Matrix: If yes without sufficient explanation, give 0 points. If no, or if adequate explanation provided, give 5 points.)

2.10. Convicted of Conflicts of Interest/Bribery/Bid-Rigging

Has your present company, its officers, owners, or agents ever been convicted of charges relating to conflicts of interest, bribery, or bid rigging? ☐Yes ☐No

If yes, state the project name(s), year(s), and reason why: _____

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(Prequalification Ratings Matrix: If yes, give 0 points. If no, give 3 points.)

2.11. Barred From Public Work in NC

Has your present company, its officers, owners, or agents ever been barred from bidding public work in North Carolina?

☐Yes ☐No

If yes, state the project name(s), year(s), and reason why: _____

(Prequalification Ratings Matrix: If yes, give 0 points. If no, give 3 points.)

2.12.a. Safety Record

List your company's Experience Modification Rate (EMR) for the past three years.

Present Rate: _____ Previous Rate: _____ Year Before Rate: _____

If EMR is greater than 1.00 for any given year attach OSHA 300 Log and 300A Summaries for previous 5 years. Attached?

☐Yes ☐No

Please attach a letter from your insurance carrier substantiating your last 3 year's EMR rates.

Have you attached an EMR letter from your insurance company? ☐Yes ☐No

(Prequalification Ratings Matrix: Give 2 points if EMR for all three years is equal to or less than 1.0.

If EMR for any given year above is greater than 1.0 and OSHA 300 Log and 300A Summaries for previous 5 years is attached, give 2 points. If not attached in this case, give 0 points. Two points maximum.)

If these rates reflect corporate performances over a number of locations, please explain, to the extent possible, the performance experience of the location serving this project: _____

2.12.b. Has your company been issued any OSHA fines or had any jobsite fatalities in the past 3 years? ☐Yes ☐No If yes, please provide specific explanation: _____

(Prequalification Ratings Matrix: If yes without sufficient explanation, give 0 points. If no or sufficient explanation provided, give 2 points.)

2.12.c. Does your company have a written Safety/Health Program? ☐Yes ☐No

2.12.d. Does your company provide weekly safety and health training to your on-site employees? ☐Yes ☐No

2.12.e. Does your company perform weekly safety and health inspections of the workplace? ☐Yes ☐No

(Prequalification Ratings Matrix: Give 2 points for each yes response above.)

2.13. Documented HUB Plan

Does this company currently have a documented plan for engaging subcontractor participation from Historically Underutilized Businesses? ☐Yes ☐No If yes, company HUB Plan may be requested by Omega Construction, Inc.

(Prequalification Ratings Matrix: if company has a current documented HUB plan give 2 points. If no, give 0 points.)

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SECTION 3. Project Specifics

3.1. Superintendent Resume

The assigned project superintendent for this project shall be: _____

Include a resume. Have you included a resume? ☐Yes ☐No

(Prequalification Ratings Matrix: If resume included, give 1 point. If no, give 0 points.)

3.2. Superintendent Experience

The years of experience this superintendent has on this specific project type is <1 1-2 __3-4 5 or more

(Prequalification Ratings Matrix: If <1 give 0 points, if 1-2 give 1 point, if 3-4 give 2 points, if 5 or more give 3 points.)

3.3. Project Manager Resume

The assigned project manager for this project shall be: _____

Include a resume. Have you included a resume? ☐Yes ☐No

(Prequalification Ratings Matrix: If resume included, give 1 point. If no, give 0 points.)

3.4. Project Manager Experience

The years of experience the project manager has on this specific project type is <1 1-2 3-4 5 or more

(Prequalification Ratings Matrix: If <1 give 0 points, if 1-2 give 1 point, if 3-4 give 2 points, if 5 or more give 3 points.)

3.5. Similar Project Experience

List three CURRENT projects that are AT LEAST 75% COMPLETE or 3 completed projects of similar type completed within the last 10 years which most closely reflect the size and complexity of the type of work being requested for the currently proposed project. IF COMPANY HAS WORKED ON A SIMILAR PROJECT WITHIN LAST 10 YEARS WITH OMEGA CONSTRUCTION, INC. THAN YOU MUST LIST THAT PROJECT BELOW. Failure to provide current contact information will impact points given by Prequalification Committee.

1. Similar Project Name	
Owner Name/Representative	
Owner Phone Number/Email	
Designer Name/Representative	
Designer Phone Number/Email	
CM/GC Name/Representative	
CM/GC Phone Number/Email	
Contract Dollar Amount	
Scope of Work	
Percentage Complete	
Anticipated Completion Date	

2. Similar Project Name	
Owner Name/Representative	
Owner Phone Number/Email	
Designer Name/Representative	
Designer Phone Number/Email	
CM/GC Name/Representative	
CM/GC Phone Number/Email	

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Contract Dollar Amount	
Scope of Work	
Percentage Complete	
Anticipated Completion Date	

3. Similar Project Name	
Owner Name/Representative	
Owner Phone Number/Email	
Designer Name/Representative	
Designer Phone Number/Email	
CM/GC Name/Representative	
CM/GC Phone Number/Email	
Contract Dollar Amount	
Scope of Work	
Percentage Complete	
Anticipated Completion Date	

(Prequalification Ratings Matrix: For projects above, give 15 points for positive references from the Construction Manager/General Contractor. If company contracted directly with the Owner, Omega Construction, Inc. will contact Owner for reference information.)

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SECTION 4. Signature

By signing this document, you are acknowledging that all answers are true to the best of your knowledge. **Any answers found to be falsified will bar you from being prequalified on this project.**

Company Name: _____

Dated this day of: _____

Submitted by: _____ (signature)

_____ (print)

_____ (title)

_____ (phone)

_____ (email)

Notary Certification:

North Carolina, _____ County

I, a Notary Public of the County and State aforesaid, certify that _____, personally appeared before me this day and acknowledged the execution of the foregoing instrument. Witness my hand and official seal, this the _____ day of _____, 20__.

Signature of Notary Public

(Official Notary Seal or Stamp)

My commission expires _____, 20__

(Prequalification Ratings Matrix: If signature page fully executed give 2 points. If not, give 0 points.)