

**PRE-QUALIFICATION APPLICATION
BALDWIN COUNTY COMMISSION
"CONSTRUCTION OF A NEW FEMALE HOUSING ADDITION TO THE BALDWIN
COUNTY CORRECTION CENTER AND RENOVATIONS OF ADJACENT
BUILDINGS LOCATED IN BAY MINETTE, ALABAMA"**

Signature of Applicant

Date

Principal and Title (Print or Type)

Company Name

Alabama General Contractor's License No.

Mailing Address

Telephone Number

City, State Zip

Fax Number

Applicant must complete information regarding the attached questionnaire, pages 1 through 8, and submit with this form. ***All questions listed on this application must be completed and all required documents must be submitted with the application to be considered a complete application.***

The Baldwin County Commission reserves the right to reject any Pre-Qualification Application which is not responsive or considered to be in the best interest of the County. The Baldwin County Commission has authorized these Pre-qualification Procedures as outlined in Alabama's New Public Works Laws. Responsiveness of the applicant will be determined by the completeness and regularity of the Pre-qualification Application. Incomplete applications will delay consideration of applicants desiring to pre-qualify. Pre-qualification of a contractor does not imply that any bid submitted by a pre-qualified contractor automatically qualifies a "competitive", "responsible", or "satisfactory" bid.

Pre-qualification Applications must be mailed to the following address: **(Applications submitted by FAX or E-mail will not be accepted.) Please see the physical address below to hand deliver the application.** Applications are due on **November 13, 2020 by 2:30 P.M.**

Baldwin County Purchasing Office
312 Courthouse Square, Suite 15 (Mailing Address)
257 Hand Avenue (Physical Address)
Bay Minette, Alabama 36507
Attention: Wanda Gautney
Phone: (251) 580-2520

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1. Provide the following information pertaining to the firms' Headquarters and any other offices that are located in the state of Alabama:

Name _____

Address _____

Telephone _____

Fax _____

2. Provide a primary and secondary point of contact along with their email addresses. All correspondence regarding this application will be sent by email to these two contacts.

Primary Contact:

Name _____

Title _____

Email Address _____

Secondary Contact:

Name _____

Title _____

Email Address _____

3. List Jurisdictions, trade categories, and corresponding license numbers in which your organization is legally qualified to do business on this project.
4. List the year your organization was established.
5. Are there any judgments, claims, suits pending or outstanding against your organization? If so, include details. Do not include action of subcontractors or employees against your organization.
6. Has your organization filed any lawsuits or claims with regard to any construction projects referenced in this application? If so, include details.
7. Is your company, or any member of the company barred from doing work for local, state, or federal government?
8. Attach a list of key personnel and their resumes. List the key personnel that the applicant's firm will assign to this project and provide a proposed Project Organizational Chart that includes a minimum of two levels above on-site project staff.

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9. Attach a statement, on applicant's letter head, certifying the following:
 - a. The amount of work currently under contract (list all construction projects in which the applicant is the prime contractor.)
 - b. Annual revenue for each of the five (5) previous years.
10. Attach a letter from your surety company (**surety letter must be dated within the last 30 days from the due date of Application**):
 - a. Certifying that they have a Best Rating of A- or better.
 - b. Stating your firm's bonding capacity
 - c. Certifying the value of work your firm currently has under contract.
11. An **audited, reviewed, or compiled** financial statement for the most recent fiscal year, prepared by a Certified Public Accountant in accordance with US Generally Accepted Accounting Principles (US GAAP), must be attached to this application.
12. A list providing the name, address, and contact name and phone number of the accounting firm, or firms, which prepared certified financial statements for the applicant for the previous five (5) years must be included with this application. The firm, or firms, must be authorized by the applicant to provide Baldwin County or its agent with verification of the applicant's annual revenue.
13. OSHA 300 and 300A Logs must be attached to this application.
14. A copy of the applicant's Alabama General Contractor's License must be attached to this application.
15. Written explanation, on applicant's letter head, must be attached for any "False" responses to the questions in the "True/False" section of this application.
16. The following information must be attached, on applicant's letterhead, for each project referenced in the "Experience & Performance – Section II" section of this application: project name, description of work that documents similarity to this project, location, architect with contact name and phone number, owner with contact name and phone number and the month and year of substantial completion. (The applicant may reference the same projects for multiple requirements, but the information provided for each project must clearly state which requirement(s) apply to it.)
17. Include any other pertinent documentation to substantiate competence and financial responsibility.

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GENERAL

Respond either "True" or "False" to each item listed below.

If the applicant cannot answer "True" for all items in this section, the application for prequalification to bid on this project will be denied.

True or False

A. Applicant's Alabama General Contractor's License includes BC classification.	
B. Applicant's Alabama General Contractor's License includes a bid limit of U.	
C. Applicant has been in business under current name for at least five (5) years as of the scheduled bid date.	
D. Applicant's backlog under contract is less than 150% of its five (5) year average annual revenue.	
E. Applicant has reviewed and will comply with Baldwin County's insurance requirements. (See attached insurance requirements)	
F. The applicant's bonding company has a Best Rating of A- or better and a United States Treasury Limit equal to at least \$30 Million.	
G. The applicant's surety firm has not completed any contract on the applicant's behalf or paid for completion because the applicant was default terminated by a project owner within the last five (5) years.	
H. Applicant's owners or officers have not been convicted of a crime involving the awarding of a contract for any construction project, or for the bidding or performance of a construction contract.	
I. Applicant's surety firm has not made any payments on its behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on the applicant's behalf, in connection with any public or private construction project within the last five (5) years.	
J. Applicant has a Drug Free Workplace Program that complies with the State of Alabama requirements.	
K. The applicant, or any firm with which any of its owners, officers or partners was associated in a management role have not been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason.	
L. Applicant does not have any current claims or disputes against Baldwin County for a single project where the cumulative total equals or exceeds 3% of the current contract amount.	

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DISPUTES & SETTLEMENTS

Respond either "True" or "False" to each item listed below.

A written explanation, on applicant's letterhead, is mandatory and must be submitted with this application for any "False" responses.

	<i>True or False</i>
A. Applicant has not been assessed and paid liquidated damages after completion of a project under a construction contract with either a public or private owner within the last five (5) years.	
B. Applicant has not been denied an award of a public works contract based on a finding by a public agency that the firm was not a responsible bidder within the last five (5) years.	
C. Applicant has not been involved in any claims or settlements within the last five (5) years against project owners for completed or current projects where the cumulative total equaled or exceeded 3% of the contract amount of the project involved.	

SAFETY

Respond either "True" or "False" to each item listed below. A response of "N/A" is acceptable for either item A or B, depending on which one is not applicable to the applicant.

A written explanation, on applicant's letterhead, is mandatory and must be submitted with this application for any "False" responses.

	<i>True or False</i>
A. If applicant's firm has 50 employees or less, its TRIR is equal or less than 3.5.	
B. If applicant's firm has more than 50 employees, its TRIR is equal or less than 3.0.	
C. Applicant's Experience Modification Rate (EMR) is equal or less than 1.0. (Note: an EMR is issued to your firm annually by your workers' compensation insurance carrier.)	
D. Applicant has a corporate safety officer with at least three (3) years of experience in this position.	

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E. Applicant's proposed on-site safety and health officer has at least (3) years of experience in this position and will be solely dedicated to safety and health. * If answered <i>False</i> and the applicant proposes that its Project Manager or Superintendent perform the role of on-site safety and health officer, the required written explanation should include the relevant history for the proposed individual including Total Recordable Incidents that occurred on projects for which the individual was the safety and health officer.	
F. OSHA has not cited and assessed penalties against the applicant for any "serious," "willful" or "repeat" violations of its safety or health regulations within the last five (5) years.	
G. The EPA, ADEM or another delegated agency have not cited and assessed penalties against the applicant or the owner of a project on which the applicant was the contractor within the last five (5) years.	

EXPERIENCE & PERFORMANCE – SECTION I

Respond either "True" or "False" to each item listed below.

A written explanation, on applicant's letterhead, is mandatory and must be submitted with this application for any "False" responses.

True or False

A. The average annual revenue of the applicant's firm for the past five (5) years is at least \$30 million.	
B. The applicant's proposed project manager has worked for this firm, in this position, for at least two (2) years.	
C. The applicant's proposed project manager will be on site, full time, for this project.	
D. The applicant's proposed superintendent has worked for this firm, in this position, for at least two (2) years.	
E. The applicant's proposed superintendent will not have any duties other than supervision and QA/QC.	

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EXPERIENCE & PERFORMANCE – SECTION II

Respond either “True” or “False” to each item listed below.

A written explanation, on applicant’s letterhead, is mandatory and must be submitted with this application for any “False” responses.

The following information must be provided, on applicant’s letterhead, for each project referenced in this section: project name, description of work that documents similarity to this project, location, architect with contact name and phone number, owner with contact name and phone number and the month and year of substantial completion. (The applicant may reference the same projects for multiple requirements, but the information provided for each project must clearly state which requirement(s) apply to it.)

True or False

A. The applicant’s firm has successfully completed at least two (2) public works projects within the last ten (10) years as a prime contractor with individual construction values equal to or greater than \$30 million.	
B. The applicant’s firm has successfully completed at least two (2) detention projects within the last ten (10) years as a prime contractor with individual construction values equal to or greater than \$4 million.	
C. The applicant’s firm has successfully completed two (2) or more projects with similar or comparable scopes, as described at the beginning of this document, within the last ten (10) years.	
E. The applicant’s proposed project manager has successfully managed and completed at least two (2) public works projects with individual construction values equal to or greater than \$30 million while in this position.	
F. The applicant’s proposed project manager has successfully managed and completed at least two (2) detention projects with individual construction values equal to or greater than \$20 million while in this position.	
G. The applicant’s proposed project manager has successfully completed at least two (2) projects with similar or comparable scopes, as described at the beginning of this document, within the last ten (10) years while in this position.	
K. The applicant’s proposed superintendent has successfully managed and completed at least two (2) public works projects with individual construction values equal to or greater than \$30 million while in this position.	
L. The applicant’s proposed superintendent has successfully managed and completed at least two (2) detention projects with individual construction values equal to or greater than \$20 million while in this position.	
M. The applicant’s proposed superintendent has successfully completed at least two (2) projects with similar or comparable scopes, as described at the beginning	

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of this document, within the last ten (10) years while in this position.	
N. The applicant's proposed superintendent has worked for this firm, in this position, for at least two (2) years.	
D. The average annual revenue of the applicant's firm for the past five (5) years is at least \$30 million.	
H. The applicant's proposed project manager has worked for this firm, in this position, for at least two (2) years.	
I. The applicant's proposed project manager will be on site, full time, for this project.	
J. The applicant's proposed superintendent will not have any duties other than supervision and QA/QC.	