

RENOVATION TO MADISON PRIMARY SCHOOL

MADISON, VIRGINIA

CONTRACTOR'S STATEMENT
OF QUALIFICATIONS

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CONTRACTOR'S STATEMENT OF QUALIFICATIONS

I. Instructions to Contractors and General Information

Instructions to Contractors

1. Purpose
 - a. Madison County Public Schools (herein referred to as "MCPS") has established a Prequalification Process pursuant to Section 2.2-4317 of the Code of Virginia. A copy of the Prequalification Process for Construction Projects is included in the Prequalification package.
 - b. The purpose of the Prequalification Process is to provide MCPS with a means to determine which General Contractors (herein referred to as "Contractors") are qualified to participate in bidding for construction of the Project.
 - c. Only those Contractors who have duly complied with the Prequalification Process and have been determined to be qualified will be prequalified to Bid, and be eligible to submit construction Bids on the Project.

2. Application
 - a. Submit One (1) clearly marked original and five (5) copies of the statement of qualification and supporting documentation.
 - b. Statements of Qualifications shall be submitted prior to the Deadline for Submittals as described in the Notice of Request for Qualifications. No late Statements of Qualifications will be accepted.
 - c. Statements of Qualifications, which are incomplete or illegible, may be rejected at the discretion of MCPS. Determination of the completeness of the Statement of Qualifications will be at the sole discretion of MCPS.
 - d. MCPS reserves the right to waive any informality and/or to request additional information from Contractors, at its discretion.
 - e. By submitting a Statement of Qualifications, the Contractor agrees that MCPS and/or its representative(s) may research and/or verify the information provided and contact third-parties regarding such information at its discretion.

3. Addenda
 - a. Any clarifications, alterations or changes made to this package shall not be valid unless included in an Addendum.
 - b. Addenda will be mailed or delivered to those Contractors whom are listed with Madison County for a Prequalification package.
 - c. No Addenda modifying the Prequalification package will be issued within a period of twenty four (24) hours prior to the deadline of submittals, in addition to intervening Saturdays, Sundays, and legal holidays (if any). If it is necessary to issue an Addendum within the twenty four (24) hour period, the deadline for submittal date may be extended without the requirement of re-advertising.
 - d. Each Contractor shall ascertain from MCPS prior to submitting its Statement of Qualification, that it has received all Addenda issued, and shall acknowledge its receipt of same in the Statement of Qualifications.

4. Evaluation
 - a. The criteria upon which qualifications of Contractors will be evaluated are set out in Attachment One. The objective of the evaluation is to objectively determine which Contractor(s), in the opinion of MCPS and its representative(s), are qualified to perform the Work required for the Project. Each Contractor retains the sole responsibility for adequately demonstrating its own capabilities so that it is perceived to be qualified for the project.
 - b. Additional information or clarification may be requested after the Statement of Qualifications has been submitted. Contractors shall respond to such requests within three (3) calendar days after receipt of such requests.
 - c. Information found to be incorrect, misleading, or non-responsive may be sufficient cause to reject the Statement of Qualifications at the sole discretion of MCPS.
 - d. Subject to Virginia Law, upon Contractor's proper designation, voluntary information submitted by Contractor shall be considered a trade secret or proprietary information.
 - e. A list of Contractors determined to be Prequalified to Bid will be made available in the Construction Bid Documents

5. Notification of Eligibility for Bidding
 - a. All Contractors submitting an Application will be notified of MCPS's determination.
 - b. Only those Contractors determined to be qualified will be prequalified to Bid.

General Information

1. Submitted to: Madison County Public Schools
 Attention: Ms. Tina Weaver, Director of Administration

Address: 60 School Board Court
 Madison, VA 22727

2. Name of Project: Renovation to Madison Primary School

3. Type of work you wish to qualify for: General Construction

4. Contractor's Name:

Mailing Address:

Street Address: (If not the same as mailing address)

Telephone Number: ()

Facsimile Number: ()

Contact Person:

Contact Person's Phone Number: ()

State Contractor's License Number:

Designated Employee Registered with the Virginia Board for Contractors:

General Information (continued)

5. Check type of organization:

Corporation ____

Partnership ____

Individual ____

Joint Venture ____

Other (describe) _____

6. If a corporation -

State of Incorporation:

Date of Incorporation:

Federal I.D. #:

Officers Name

Years in Position

President:

Vice President

Secretary

Treasurer

Are you a Subchapter S Corporation? Yes ____ No ____

7. If a partnership -

Date organized:

Type of partnership:

List of General Partners:

Name

Phone #

Years as G.P.

8. If individually owned -

Years in Business:

Name of Owner

Phone #

Years as Owner

General Information (continued)

9. Have you ever operated under another name? Yes ___ No ___

If yes -

Other name:

Number of years in business under this name:

State license number under this name:

II. Bonding

Provide a statement from your Bonding Company similar to Item 1 of Attachment One and attach that statement to this completed form.

1. Bonding Company's name:
Address:

Representative (Attorney-in-fact):

2. Is the Bonding Company listed on the United States Department of the Treasury list of acceptable surety corporations?

Yes ___ No ___

3. Is the Bonding Company licensed to transact surety business in the Commonwealth of Virginia?

Yes ___ No ___

III. Judgments

In the last ten years, has your organization, or any officer, director, partner or owner, had judgments entered against it or them for the breach of contracts for construction?

Yes ___ No ___

If yes, please on a separate attachment, state the person or entity against whom the judgment was entered, give the location and date of the judgment, describe the project involved, and explain the circumstances relating to the judgment, including the names, addresses and phone numbers of persons who might be contacted for additional information.

IV. Convictions and Debarment

If you answer yes to any of the following, please on a separate attachment, state the person or entity against whom the conviction or debarment was entered, give the location and date of the conviction or debarment, describe the project involved, and explain the circumstances relating to the conviction or debarment, including the names, addresses and phone numbers of persons who might be contacted for additional information.

1. In the last ten years, has your organization or any officer, director, partner, owner, project manager, procurement manager or chief financial officer of your organization:
 - a. ever been fined or adjudicated of having failed to abate a citation for building code violations by a court or local building code appeals board?
Yes ___ No ___
 - b. ever been found guilty on charges relating to conflicts of interest?
Yes ___ No ___
 - c. ever been convicted on criminal charges relating to contracting, construction, bidding, bid rigging or bribery?
Yes ___ No ___
 - d. ever been convicted: (i) under Va. Code Section 2.2-4367 et seq. (Ethics in Public Contracting); (ii) under Va. Code Section 18.2-498.1 et seq. (Va. Governmental Frauds Act); (iii) under Va. Code Section 59.1-68.6 et seq. (Conspiracy to Rig Bids); or (iv) of violating any substantially similar federal law or law of another state?
Yes ___ No ___
2. Is your organization or any officer, director, partner or owner currently debarred from doing federal, state or local government work for any reason?
Yes ___ No ___

V. Compliance

If you answer yes to any of the following, please on a separate attachment give the date of the termination order, or payment, describe the project involved, and explain the circumstances relating to same, including the names, addresses and phone numbers of persons who might be contacted for additional information.

1. Has your organization:
 - a. ever been terminated on a contract for cause?
Yes ___ No ___
 - b. within the last five years, made payment of actual and/or liquidated damages for failure to complete a project by the contracted date?
Yes ___ No ___
 - c. within the last five years failed to reach Substantial and/or Final Completion by a contracted date?
2. Have any Performance or Payment Bond claims ever been paid by any surety on behalf of your organization?
Yes ___ No ___

VI. Experience

If your organization has multiple offices, provide the following information for the office that would handle projects under this prequalification. If that office has limited history, list its experience first.

1. Attach a list of all projects, giving address, size, dollar value, and completion date for each that your organization has **completed** in the last five years. Provide for each, the name, address, and phone number, for the Owner's and Architect's contact or representative.
2. Attach a list of your organization's projects in **progress**, if any, at the time of this statement. At a minimum, provide project names and addresses, contract amounts, percentages complete and contact names and numbers for the architects and owners.
3. If this statement is for a particular project, identify three projects from those identified in 1 and 2 above which are most relevant or similar to the project(s) for which you are seeking prequalification.

Experience (continued)

Job 1.

Project Name:

Project Address:

Size of Project such as: (gross square feet, height, or stories plus sub-surface levels, total cost)

Owner's Name:

Address:

Phone Number:

Contact:

Architect's Name:

Address:

Phone Number:

Contact:

Final or current Contract Amount:

Project Description, i.e., function of building and component building systems:

Experience (continued)

Job 2.

Project Name:

Project Address:

Size of Project such as: (gross square feet, height, or stories plus sub-surface levels, total cost)

Owner's Name:

Address:

Phone Number:

Contact:

Architect's Name:

Address:

Phone Number:

Contact:

Final or current Contract Amount:

Project Description, i.e., function of building and component building systems:

Experience (continued)

Job 3.

Project Name:

Project Address:

Size of Project such as: (gross square feet, height, or stories plus sub-surface levels, total cost)

Owner's Name:

Address:

Phone Number:

Contact:

Architect's Name:

Address:

Phone Number:

Contact:

Final or current Contract Amount:

Project Description, i.e., function of building and component building systems:

4. Describe how your firm would staff this project:

5. Provide, as an attachment, a brief resume for the project manager and the superintendent most likely to be assigned to this project. Describe, for each, the background and experience that would qualify him or her to be a project manager or superintendent. Include in the resumes at least three (3) similar or comparable projects on which the proposed project manager and superintendent have served in that capacity or positions of similar or comparable responsibility within the last ten years and the names, addresses and phone numbers of the Owner's and Architect's contact person for each.

VII. Signatures

The undersigned certifies under oath that the information contained in this Statement of Qualifications and attachments hereto is complete, true and correct as of the date of this Statement.

(name of entity submitting this Statement of Qualifications)

By: Name of Signer (print) _____

Signature

Title: _____

Date: _____

Notary

State of: _____

County/City of: _____

Subscribed and sworn to before me this _____ day of _____, 20__.

Notary Public Signature

My commission expires: _____

Notary Seal:

Attachments:

- 1. Attachment One (Qualification Criteria)
- 2. Attachment Two (Prequalification Process for Construction Projects)
- 3. Surety Statement of Bonding Eligibility
- 4. Additional information, if any, provided under Sections III, IV, V
- 5. Additional information provided under Section VI