

REQUEST FOR PRE-QUALIFICATION OF BIDDERS- ENGINEERING, GENERAL BUILDING CONTRACTORS AND SPECIALTY AREAS FOR CONSTRUCTION PROJECTS LESS THAN \$2,000,000 - CREATION OF BIDDERS LIST

Notice is hereby given that Inland Empire Utilities Agency (IEUA/Agency) has determined that all bidders for construction projects less than \$2,000,000 to be undertaken by the Agency must be pre-qualified for the construction specialty area required by the bid prior to submitting a bid on that project. It is mandatory that all contractors who intend to submit a bid, fully complete the pre-qualification questionnaire, provide all materials requested herein, and be approved by *IEUA* to be on the qualified specialty Bidder's list. No bid will be accepted from a contractor that has failed to comply with these requirements. If interested parties are in a joint venture, the questionnaire needs to include both parties information.

The last date to submit a fully-completed questionnaire is by <u>4:00 p.m. on March 20, 2014</u>. Contractors are encouraged to submit pre-qualification packages as soon as possible, so that they may be notified of omissions of information to be remedied or of their pre-qualification status well in advance of the pre-qualification deadline.

IEUA will use the completed questionnaires as the basis of qualifying contractors for future projects based on specialty areas. Specialty areas include: mechanical; electrical, power generation, and distribution; instrumentation and controls; pipeline, civil, and general building and engineering. IEUA reserves the right to check other sources available. A committee will review and analyze the information and make a recommendation on the selection.

While it is the intent of the pre-qualification questionnaire and documents required therewith to assist IEUA in determining a prequalified bidders list prior to bid of future projects and to aid the Agency in selecting the lowest responsible bidder, neither the fact of pre-qualification, nor any pre-qualification rating, will preclude IEUA from a post-bid consideration and determination of whether a bidder has the quality, fitness, capacity, experience to satisfactorily perform the proposed work, and has demonstrated the requisite trustworthiness.

The pre-qualification packages must be submitted under seal and marked "CONFIDENTIAL" to:

Inland Empire Utilities Agency Attention: David Mendez 6075 Kimball Avenue Chino, CA 91708

Each questionnaire must be signed under penalty of perjury in the manner designated at the end of the form, by an individual who has the legal authority to bind the contractor on whose behalf that person is signing.



IEUA reserves the right to waive minor irregularities and omissions in the information contained in the pre-qualification application submitted and to make all final determinations.

Contractors may submit pre-qualification packages during regular working hours on any day that the administrative offices of *IEUA* are open. Contractors who submit a complete pre-qualification package will be notified electronically of their qualification status on or before April 17, 2014.

The pre-qualification packages will be evaluated by an IEUA committee on a bi-annual basis. Numeric scores will not be provided for each of the categories, but will be a pass/fail for each of the categories. For contractor to be deemed as pre-qualified, all categories must receive a pass by consensus by the IEUA committee. IEUA committee may conduct interviews of selected or all prospective contractors to make the final determination of pre-qualified for the project.

IEUA may refuse to grant pre-qualification approval when the requested information and materials are not provided by the deadline. There is no appeal from a refusal for an incomplete or late application, but re-application is permitted. The closing time for bids will not be changed in order to accommodate supplementation of incomplete submissions, or late submissions.

Where a timely and completed application results in a rating below that necessary to prequalify, the decision may be appealed. An appeal is begun by the contractor delivering notice to IEUA of its appeal of the decision with respect to its pre-qualification rating, no later than five business days from IEUA's notification of the qualification status letter. Without a timely appeal, the contractor waives any and all rights to challenge the decision of IEUA, whether by administrative process, judicial process, or any other legal process or proceeding.

If the contractor gives the required notice of appeal to request a hearing, the hearing shall be conducted no later than five business days after *IEUA's* receipt of the notice of appeal. The hearing shall be an informal process conducted by a panel to which IEUA has delegated responsibility to hear such appeals (the "Appeals Panel"). Prior to the hearing, the contractor will be advised of the basis for IEUA's pre-qualification determination. The contractor will be given the opportunity to present information and reasons in opposition to the decision. Within one business day after the conclusion of the hearing, the Appeals Panel will render its decision. The contractor may choose to appeal the decision of the "Appeals Panel" with the IEUA Board of Directors at the next scheduled IEUA Board Meeting. The closing time for bids will not be changed in order to accommodate the second appeal process.



CREATION OF BIDDERS LIST FOR FUTURE WORK

IEUA is seeking to prequalify construction contractors that are qualified to construct the following types of public works within these specialty areas:

- General Engineering Contractor
- General Building Contractor
- Pipeline Sewer and Water Distribution Repairs and Installation
- Mechanical and Rotating Equipment Repairs and Installation
- Electrical, Power Generation and Distribution, and Instrumentation and Controls Repairs and Installation
- Specialty Contractors See Form D

The prequalification questionnaire with all supporting documents is due by $\underline{4:00 p.m. on}$ Thursday, March 20, 2014.

Contractors are to clearly identify the specialty areas they are requesting for prequalification. A contractor may request prequalification for one, several, or all of the specialty areas. Each specialty area requested will be evaluated individually based on the information provided by the contractor.

If approved, the contractor will remain on the list for a period of up to five years. A contractor can be added to the list on a bi-annual basis; however, they must be prequalified for the required specialty area prior to the issuance of any bid within that specialty in order to bid on the project. Contractors may also be dropped from the prequalification list if they fail to satisfactorily perform on awarded Agency projects.



BUSINESS INFORMATION

Firm N	Name: Check One: Corporation
	(as it appears on license) Partnership Sole Proprietary Other
Conta	ct Person:
Addre	SS:
Phone	e: Email:
If firm	is a sole proprietor or partnership:
Owne	r(s) of Company
(1)	List all California construction license numbers, classifications and expiration dates of the California contractor licenses held by your firm, and associated firm name:
(2)	If any of your firm's license(s) are held in the name of a corporation or partnership, list below the names of the qualifying individual(s) listed on the Contractor State License Board records who meet(s) the experience and examination requirements for each license.
(3)	If firm is a corporation;
	Date incorporated: in the State of



	alification Areas (Check all that apply). Please note that a completed projects list ed to be filled out for each area checked.
	General Engineering, General Building Machanical and Poteting Equipment, Panaira and Installation, Form A
	Mechanical and Rotating Equipment - Repairs and Installation: Form A
Ц	Electrical, Instrumentation and Controls Power Generation and Distribution-
	Repairs and Installation: Form B Instrumentation and Controls Only - Repairs and Installation: Form B
	Pipeline - Sewer and Water Distribution - Repairs and Installation: Form C
	Specialty: Form D
	☐ C-4 - Boiler, Hot Water Heating and Steam Fitting Contractor
	C12 - Earthwork and Paving Contractors
	☐ C13 - Fencing Contractor
	☐ C20 - Warm-Air Heating, Ventilating and Air-Conditioning Contractor
	☐ C27 - Landscaping Contractor
	☐ C33 – Industrial Coating and Painting
	☐ C39 – Roofing Contractor
NOTE: (Complete and submit only the applicable version of Completed Projects, Forms A, B, C, or D
for the	category that the Respondent is qualifying for;
PROJECT MA	NAGEMENT AND SCHEDULING
Submit Preli	minary Critical Path Schedule for Pre-Qualification:
preliminary (Respondents	ample of a past Critical Path Method (CPM) project schedule to demonstrate a Critical Path Schedule (preferably Primavera 6.0 V7 or greater) defining anticipated sequence of construction for a similar Scope of Work. Respondent 1) hard copy of the Preliminary Schedule in 11x17 format for Agency review and
Standards fo	r Preparation & Evaluation:
Industry Stand Cost Engineer Edition; Cons	hall provide an example of a Preliminary Schedule in accordance with applicable dards of Care and Practice, including but not limited to; American Association of international Professional Practice Guide for Planning and Scheduling, Third truction Management Association of America Standards of Practice, 2010 and anagement Institutes, Project Management Body of Knowledge.
Evaluation C	riteria:
	Preliminary Critical Path Schedule
	Work Breakdown Structure
	Activity Work Sequence
	Activity Relationship Use & Definition

Appropriate Use of Constraints

Critical Path Definition & Integrity



(5)

(6)

(7)

(8)

(9)

(10)

	attachment. approaches responsibilit work togethe	Based on the project and the plans for comining its of the proposer's l	h for construction of the ect description, outline pletion. Include a description roject Team members a tives of the project. Innovelcome.	the task, any special ption of the roles and and how the team will
5)	corporation (e.g.,	president, vice presid	or each person who is eith ent, secretary, treasurer, siness or of the corporati	etc.), or (b) the owner
Nan	ne	Position	Years with Co.	% Ownership
6)	Provide the firm Field Superintend		personnel (for example	Project Manager and
7)			n been in business in Callicense number?	
8)	State your firm's	gross revenues for eac	h of the last three calenda	ar years.
9)	Bonding capacity	: Provide documentat	ion from your surety ider	ntifying the following:
	Name of bonding	company/surety:		
	Name of surety a	gent, address, and tele	phone number:	
10)			premium of more than y project(s) on which yo	

time during the last three calendar years, state the percentage that your firm was



required to pay. You may provide an explanation for a percentage per cent, if you wish to do so.	rate high	er than c
List all other sureties (name and full address) that have written during the last five calendar years, including the dates during w bonds:		-
swers to any of the following questions are "YES," please probled information regarding the circumstances. The time framed, for all questions is a minimum of ten years:		
Has your firm ever been denied bond coverage by a surety company, or has there ever been a period of time when your firm had no surety bond in place during a public construction project when one was required?		_
13) Have there been any warranty claims filed in the past seven years for work completed by your firm or partnership?	0	_
14) Contractor has a liability insurance policy with a policy limit of at least \$3,000,000 per occurrence and \$6,000,000 aggregate.		
(15) Contractor has current workers' compensation insurance policy		
Attach latest copy of a reviewed or audited financial statement with accompanying notes and supplemental information.		
Attach a notarized statement from an admitted surety insurer (approved by the California Department of Insurance) and authorized to issue bonds in the State of California, which states that your current bonding capacity is sufficient for the project for which you seek pre-qualification.		_



	Yes	No
(18) Has your contractor's license been revoked?		
 (19) Has a surety firm completed a contract on your before paid for completion because your firm was defeterminated by the project owner? (20) At the time of submitting this pre-qualification form 	fault □ n, is	
your firm ineligible to bid on or be awarded a public we contract, or perform as a subcontractor on a public we contract? If Yes, please explain.		
(21) Has your firm or any of its owners or officers be convicted of a crime involving the awarding of a contract government construction project, or the bidding performance of a government contract?	of a	_
(22) Has your firm, or any firm with which any of y company's owners, officers or partners was associated, be debarred, disqualified, removed or otherwise prevented fibidding on, or completing, any government agency or puworks project for any reason?	een rom □	_
(23) Has your firm been assessed and paid liquidad damages after completion of a project under a construct contract with either a public or private owner?		
(24) Has your firm or any of its owners, officers, or particle ever been found liable in a civil suit or found guilty in a crimaction for making any false claim or material misrepresentato any public agency or entity?	inal	
(25) Has your firm or any of its owners, officers, or particle ever been convicted of a crime involving any federal, state local laws related to construction?		
(26) Have there been any changes in ownership of the firm	n? □	
(27) Is the firm a subsidiary, parent, holding company affiliate of another construction firm?	y or \square	
(28) Are any corporate officers, partners, or own connected to any other construction firms?	ners 🗆	



(29) Was your firm in bankruptcy at any time during the last ten years or currently the debtor in a bankruptcy case?	Yes □	No □
(30) Has your firm changed names or license number?		
(31) Has any owner, partner, or (for corporations:) officer of your firm operated a construction firm under any other name?		
(32) Has any CSLB license held by your firm or its Responsible Managing Employee (RME) or Responsible Managing Officer (RMO) been suspended?		
(33) Has your firm been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible bidder?		
(34) Has any claim against your firm concerning your firm's work on a construction project been filed?		
(35) Has your firm made any claim for additional compensation against a project owner concerning work on a project or for a contract or submitted request for equitable adjustment payment?		
(36) Has any surety company made any payments on your firm's behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on your firm's behalf, in connection with a construction project, either public or private?		
(37) Has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?		
(38) Has CAL OSHA cited and assessed penalties against your firm for any "serious," "willful" or "repeat" violations of its safety or health regulations?		
(39) Has the federal Occupational Safety and Health Administration cited and assessed penalties against your firm?		
(40) Has the EPA, Air Quality Management District, any Regional Water Quality Control Board, or any regulatory agencies cited and assessed penalties against either your firm or the owner of a project on which your firm was the contractor?		



(41) How often do you require documented safety meetings to construction employees and field supervisors during the course of a proje		for
(42) List your firm's Experience Modification Rate (EMR) (Califor compensation insurance) for each of the past three premium years:	nia work	ers'
Current year:		
Previous year:		
Year prior to previous year:		
If your EMR for any of these three years is or was 1.00 or higher you wish, attach a letter of explanation.	u may, if y	you
	Yes	No
 (43) Within the last ten years has there ever been a period when your firm had employees but was without workers' compensation insurance or state-approved self-insurance? (44) During the last ten years, has there been more than one occasion in which your firm was required to pay either back wages or penalties for your own firm's failure to comply with: 		
a. State's prevailing wage laws?		
b. Federal Davis Bacon prevailing wages?		
(45) Provide the name, address and telephone number of the approgram (approved by the California Apprenticeship Council) from who to request the dispatch of apprentices to your company for use on any project for which you are awarded a contract by <i>IEUA</i> .	m you inte	end
(46) If your firm operates its own State-approved apprenticeship progr	am:	
(a) Identify the craft or crafts in which your firm provided apprentice in the past year.	ship train	ing



	(b)	State the year in which each such apprenticeship program attach evidence of the most recent California Appr approval(s) of your apprenticeship program(s).		
	(c)	State the number of individuals who were employed apprentices at any time during the past three years in e and the number of persons who, during the past three apprenticeships in each craft while employed by your firm	ach appre e years, co	nticeship
(47)	found appre	ny time during_the past ten years, has your firm been to have violated any provision of California enticeship laws or regulations, or the laws pertaining to of apprentices on public works?	Yes □	No □
(48)	Does	your firm have any current stop notices filed?	_	
(49)	-	ur subcontractors have any stop notices filed against nt open contracts you have with them?	0	_
(50)	For eac	h specialty area selected checked (see number 4), a complet need to be filled out.	ed project	s list will



CONSTRUCTION PROJECTS WITHIN THE PAST SEVEN YEARS COMPLETED PROJECTS LIST

☐ A - General Engineering Contractor

A general engineering contractor is a contractor whose principal contracting business is in connection with fixed works requiring specialized engineering knowledge and skill, including the following divisions or subjects: irrigation, drainage, water power, water supply, flood control, inland waterways, harbors, docks and wharves, shipyards and ports, dams and hydroelectric projects, levees, river control and reclamation works, railroads, highways, streets and roads, tunnels, airports and airways, sewers and sewage disposal plants and systems, waste reduction plants, bridges, overpasses, underpasses and other similar works, pipelines and other systems for the transmission of petroleum and other liquid or gaseous substances, parks, playgrounds and other recreational works, refineries, chemical plants and similar industrial plants requiring specialized engineering knowledge and skill, powerhouses, power plants and other utility plants and installations, mines and metallurgical plants, land leveling and earthmoving projects, excavating, grading, trenching, paving and surfacing work and cement and concrete works in connection with the above mentioned fixed works

☐ B - General Building Contractor

Except as provided in this section, a general building contractor is a contractor whose principal contracting business is in connection with any structure built, being built, or to be built, for the support, shelter, and enclosure of persons, animals, chattels, or movable property of any kind, requiring in its construction the use of at least two unrelated building trades or crafts, or to do or superintend the whole or any part thereof.

Check all that apply



Contractor shall provide information about all of the projects completed over the last seven years for general building or engineering projects. Names, references, and phone numbers must be current and verifiable.

Use separate sheets of paper for each project and include all of the following information:

Project Name:
Location:
Owner:
Owner Contact (name and current phone number):
Architect or Engineer:
Architect or Engineer Contact (name and current phone number):
Construction Manager (name and current phone number):
Description of Project, Scope of Work Performed:
Total Value of Construction (including change orders):
Original Scheduled Completion Date:
Time Extensions Granted (number of days):
Actual Date of Completion:



FORM A

MECHANICAL AND ROTATING EQUIPMENT REPAIRS AND INSTALLATION COMPLETED PROJECTS

The intent is to shortlist contractors or specialty subcontractors for projects that meet the contractor or specialty contractor classification limited to a field and scope of operations of specialty contracting for which an applicant is qualified. Bid packages will only be made available to the shortlisted contractors and subcontractors.

NOTE: Complete and submit only the applicable version of Form A, B, C, or D for the category that the Respondent is qualifying for.

List five construction projects completed in the last five years involving repair or rebuilding of turbines, pumps, valves, or compressors, or dynamic balancing of rotating apparatus. IEUA encourages respondents to list projects that meet the following criteria: combination of repair, refurbishment, or rebuilding of various mechanical equipment in any one project completed within shorter duration shutdown windows relative to the work required which utilized more complex construction methods (names, references, and phone numbers must be current and verifiable).



FORM A

MECHANICAL AND ROTATING EQUIPMENT REPAIRS AND INSTALLATION COMPLETED PROJECTS

Use separate sheets of paper for each project and include all of the following information: Project Name:_____ Location: Contact: Phone: EMail: Contact: _____Phone: ____EMail: ____ Description of Project, Scope of Work Performed: Type of equipment repaired or refurbished: Did the project involve equipment design? _____ Yes ____ No Functional testing of repaired or refurbished equipment Yes No Equipment adjustments made due to functional testing failure _____ Yes _____ No Warranty claims by Owner on installed equipment _____ Yes ____ No Work Done During Shutdown: Yes No Shutdown Duration:_____ Shutdown Completed on Schedule: __Yes __ No Performed Work as Prime Contractor: ______Subcontractor: Total Value of Construction (including Change Orders):_____ Scheduled Completion Date: _____Actual Completion Date: ____ Extension Time Granted (Number of Days):_____



FORM B

ELECTRICAL, INSTRUMENTATION, TELECOMMUNICATIONS, POWER GENERATION, CONSTRUCTION AND REPAIRS COMPLETED PROIECTS

The intent is to shortlist contractors or specialty subcontractors for projects that meet the contractor or specialty contractor classification limited to a field and scope of operations of specialty contracting for which an applicant is qualified. Bid packages will only be made available to the shortlisted contractors and subcontractors.

Check one

Electrical,	Instrumentation,	Telecommunications,	Power	Generation,
Construction	n And Repairs			
Instrumenta	ntion and Controls O	nly - Repairs and Installa	tion	

NOTE: Complete and submit only the applicable version of A, B, C, or D for the category that the Respondent is qualifying for.

List five construction projects completed in the last ten years involving electrical, instrumentation, telecommunications, power generation construction and repairs of the highest voltage installed. IEUA encourages respondents to list projects that meet the following criteria: repair or retrofit of 230 kV circuit breakers, disconnect switches, power transmission lines, switchgears, and substations of similar voltage, repair/ rewinding/ testing of power transformers, reactors, and generator switchgears, electrical field testing, connections or tie-ins completed within shorter duration shutdown windows relative to the work required which utilized more complex construction methods, including functional and technical requirement related to installation of instrumentation and telecommunication equipment (names, references, and phone numbers must be current and verifiable).



FORM B

ELECTRICAL, INSTRUMENTATION, TELECOMMUNICATIONS, POWER GENERATION, CONSTRUCTION AND REPAIRS COMPLETED PROJECTS

Use separate sheets of paper for each project and include all of the following informa	ition:	
Project Name:	_	
Location:		
Owner:		
Owner Contact (name and current phone number):		
Architect or Engineer:	<u> </u>	
Architect or Engineer Contact (name and current phone number):		
Construction Manager (name and current phone number):	_	
Description of Project, Scope of Work Performed:	_	
Voltage Requirement:		
Electrical Field Testing Required: Complex Simple !	None	
Any damaged equipment during testing? Yes No		
Failure by Owner-provided Testing Agency to start or complete testing due	to Respo	ondent's
inability to provide testing plan or documentation requirement Yes		No
Were adjustments to the system needed or any re-testing required? Yes _	No	
Work Done During Shutdown: Yes No		
Shutdown Duration:	_	
Shutdown Completed on Schedule: Yes No		
Performed Work as Prime Contractor:Subcontractor:		
Total Value of Construction (including Change Orders):		
Scheduled Completion Date:Actual Completion Date:		
Extension Time Granted (Number of Days):		



FORM C

PIPELINE - SEWER AND WATER DISTRIBUTION REPAIRS/INSTALLATION COMPLETED PROJECTS

The intent is to shortlist contractors or specialty subcontractors for projects that meet the contractor or specialty contractor classification limited to a field and scope of operations of specialty contracting for which an applicant is qualified. Bid packages will only be made available to the shortlisted contractors and subcontractors.

NOTE: Complete and submit only the applicable version of A, B, C, or D for the category that the Respondent is qualifying for.

List five construction projects completed in the last five years involving sewer and water pipelines ranging in sizes between 30 inches and 72 inches. IEUA encourages respondents to list projects that meet the following criteria: larger diameter pipeline repairs; more complex traffic control; shorter duration windows relative to the work required which utilized more complex construction methods (shutdown, shoring or groundwater control), (names, references, and phone numbers must be current and verifiable).



FORM C

PIPELINE - SEWER AND WATER DISTRIBUTION REPAIRS/INSTALLATION COMPLETED PROJECTS

Use separate sheets of paper for each project and include all of the following information: Project Name: Owner: _____ Contact: Phone: ______ EMail: _____ Contact: Phone: EMail: Description of Project, Scope of Work Performed: Pipe Sizes: ______ Pipe Types: _____ Depths of Excavation: _____ Method of shoring used:_____ Length of Pipeline Sections Repaired/Installed: Traffic Control Condition: _____ Complex ____ Simple ____ None Groundwater Control: _____ Yes ____ No Work Done During Shutdown: _____ Yes ____ No Shutdown Duration:___ Shutdown Completed on Schedule: _____ Yes _____ No Performed Work as Prime Contractor: Subcontractor: Total Value of Construction (including Change Orders): Scheduled Completion Date: Actual Completion Date:

Extension Time Granted (Number of Days):_____



FORM D

SPECIALTY CONTRACTORS COMPLETED PROJECTS

The intent is to shortlist contractors or specialty subcontractors for projects that meet the contractor or specialty contractor classification limited to a field and scope of operations of specialty contracting for which an applicant is qualified. Bid packages will only be made available to the shortlisted contractors and subcontractors.

Prequalified bidders will be required to meet the requirements included in the prequalification questionnaire and have the following active and current California contractor's license:

NOTE: Complete and submit only the applicable version of A, B, C, or D for the category that the Respondent is qualifying for;

C-4 - Boiler, Hot Water Heating and Steam Fitting Contractor
C12 - Earthwork and Paving Contractors
C13 - Fencing Contractor
C20 - Warm-Air Heating, Ventilating and Air - Conditioning Contractor
C27 - Landscaping Contractor
C33 – Industrial Painting and Coating
C39 - Roofing Contractor

Check all that apply

List five construction projects completed in the last ten years involving the specialty classification selected. IEUA encourages respondents to list projects that meet the following criteria (names, references, and phone numbers must be current and verifiable).



FORM D

SPECIALTY CONTRACTORS COMPLETED PROJECTS

Use separate sheets of paper for each project and include all of the following information: Project Name: _____ Location: Owner Contact (name and current phone number): Architect or Engineer:____ Architect or Engineer Contact (name and current phone number): Construction Manager (name and current phone number): Description of Project, Scope of Work Performed: Work Done During Shutdown: _____ Yes ____ No Shutdown Duration:____ Shutdown Completed on Schedule: _____ Yes ____ No Performed Work as Prime Contractor: _____Subcontractor: _____ Total Value of Construction (including change orders): Original Scheduled Completion Date: _____ Time Extensions Granted (number of days): Actual Date of Completion:



I, the undersigned, certify and declare that I have read all the foregoing answers to this prequalification questionnaire and know their contents. The matters stated in the questionnaire answers are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters I believe them to be true. I declare under penalty of perjury under the laws of the State of California, that the foregoing is correct.

Dated:		
· · · · · · · · · · · · · · · · · · ·	(Name)	
