**Contractor Prequalification Application**

**Marbles West Courtyard Enclosure and Expansion**

**#25-078**

Section III

## Contractor General Information

1. Organization
	1. How many years has your organization been in business as a Contractor?
	2. How many years has your organization been in business under its present business name?
	3. Under what other or former names has your organization operated?
	4. If your organization is a corporation, answer the following:
		* Date of incorporation:
		* State of incorporation:
		* President’s name:
		* Vice-president’s name(s):
		* Secretary’s name:
		* Treasurer’s name:
2. If your organization is a partnership, answer the following:
	* + Date of organization:
		+ Type of partnership (if applicable):
		+ Name(s) of general partner(s):
3. If your organization is individually owned, answer the following:
	* + Date of organization:
		+ Name of owner:
4. If the form of your organization is other than those listed above, describe it and name the principals:
5. Licensing
	1. License numbers for the trade categories for which your organization is legall qualified to do business in the State of North Carolina and Wake County.
6. Experience
	1. List the categories of work that your organization normally performs with its own forces:
	2. Within the last five (5) years, has any officer or principal of your organization ever been an officer or principal of another organization which failed to complete a construction contract? (If the answer is yes, please attach details.)
	3. Provide a complete listing of anticipated key project team members and their proposed role on this project. Include resumes describing experience on projects of similar size, complexity and cost.
7. Claims History (If the answer to any of the questions below is yes, please attach details)
8. Has your organization ever failed to complete any work awarded to it?
9. Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?
10. Has your organization filed any lawsuits or requested arbitration with regard to construction contracts within the last five (5) years?
11. References
	1. Trade References (1 prime or sub contractor, 1 materials supplier):
	2. Bank Reference:
	3. Surety:

Name of bonding company:

Name, address, and phone number of agent:

Provide a letter from your bonding company, not the agent, indicating their willingness to furnish performance and payment bonds for 100% of the applicable amount(s) listed in Section II (1)(e).

**Section IV**

**Contractor’s Project Information**

Project Information

On a separate attachment, provide a listing of projects completed for the State or local governments in North Carolina within the past five (5) years, identifying the dollar amount of the contract and owner.

North Carolina Projects

On the following forms: provide background information on a minimum of three (3) projects completed in the past five (5) years that are similar in size and scope to the work for which you seek prequalification.

Include at least one project completed for the State or a local government in North Carolina.

**Contractor’s Project Information**

**Project One of Three**

Most Similar Project Information

Provide the following background information on your firm’s most recent completed projects (in the past five (5) years) that is most similar in size and cost to the scope of work for which you seek prequalification.

Project Name:

Project Owner:

Was this Project for the State or a local government in North Carolina? [ ]  Yes [ ]  No

If yes, name of State Agency or Local Government:

Project Location:

Project Designer (include company, lead designer, and phone):

Year Completed:

Contract Times:

Original Contract Time (Days):

Final Contract Time (Days):

Delay or Liquidated Damages Claims Made by the Owner (Dollars):

List any arbitration, mediation, lawsuits, or other disputes associated with this project:

Contract Cost:

Original Contract Amount:

Final Contract Amount:

Minority Business Participation:

 Percent of total M/WBE participation:

Briefly describe the project.

List of key personnel in your firm who were assigned to the project (project manager, field superintendent, field engineers, etc.) who had direct responsibility for the day-to-day management of the project:

**Contractor’s Project Information**

**Project Two of Three**

Most Similar Project Information

Provide the following background information on your firm’s most recent completed projects (in the past five (5) years) that is most similar in size and cost to the scope of work for which you seek prequalification.

Project Name:

Project Owner:

Was this Project for the State or a local government in North Carolina? [ ]  Yes [ ]  No

If yes, name of State Agency or Local Government:

Project Location:

Project Designer (include company, lead designer, and phone):

Year Completed:

Contract Times:

Original Contract Time (Days):

Final Contract Time (Days):

Delay or Liquidated Damages Claims Made by the Owner (Dollars):

List any arbitration, mediation, lawsuits, or other disputes associated with this project:

Contract Cost:

Original Contract Amount:

Final Contract Amount:

Minority Business Participation:

 Percent of total M/WBE participation:

Briefly describe the project.

List of key personnel in your firm who were assigned to the project (project manager, field superintendent, field engineers, etc.) who had direct responsibility for the day-to-day management of the project:

**Contractor’s Project Information**

**Project Three of Three**

Most Similar Project Information

Provide the following background information on your firm’s most recent completed projects (in the past five (5) years) that is most similar in size and cost to the scope of work for which you seek prequalification.

Project Name:

Project Owner:

Was this Project for the State or a local government in North Carolina? [ ]  Yes [ ]  No

If yes, name of State Agency or Local Government:

Project Location:

Project Designer (include company, lead designer, and phone):

Year Completed:

Contract Times:

Original Contract Time (Days):

Final Contract Time (Days):

Delay or Liquidated Damages Claims Made by the Owner (Dollars):

List any arbitration, mediation, lawsuits, or other disputes associated with this project:

Contract Cost:

Original Contract Amount:

Final Contract Amount:

Minority Business Participation:

 Percent of total M/WBE participation:

Briefly describe the project.

List of key personnel in your firm who were assigned to the project (project manager, field superintendent, field engineers, etc.) who had direct responsibility for the day-to-day management of the project:

Section V

## Application Certification

The undersigned certifies that under oath the information provided herein is true and sufficiently complete so as not to be misleading.

Submitted by (Firm):

Address of principal office:

Address of office to be prequalified:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Person submitting application

 Print/type name

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date

Section VI

Prequalification Reference Form

(To be completed by the lead designer or Owner’s representative)

# Statement to Project Owners/Designers:

In an effort to assure a high standard of quality on our construction projects, we would like to obtain information from you on various aspects of this contractor’s performance on a specific project. To that end we have asked that each potential bidder secure references from the project designer or owner on each project which was submitted as an example of the Contractor’s work. We require that the references be completed on the attached form. Furthermore, the authority making reference must be a key member of the design team who was most involved with the design and construction of the project. Completed reference forms must accompany each Contractor’s qualification submittal.

Please note: One form must be completed and submitted by the Project Designer or Owner’s representative for each of the completed projects included in the prequalification application.

Please help by answering the following questions. Short and concise answers are all that is necessary. Thank you for taking the time to complete the form.

**This information is provided by**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Firm: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Completed Project for

which this information is supplied: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dollar Value: (Approx) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Completion: (Approx) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contractor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_