

# Contractor's Pre-Qualification Statement

Rev. 15 Mar 2019

**UAB Project No.: 190371**  
**UAB Project Title: Henry Peters Building Ground Floor Optical Shop Relocation**  
**University of Alabama at Birmingham**

Estimated Cost of Work = \$675,000.00 - \$775,000.00

Completed statement should be submitted electronically to:

UAB Project Manager: Erin Patterson  
Email Address: epatterson@uab.edu

Architect (optional) Wallace Williams  
Architect email wallacew@bpa.net

Prequalification Review: Within Two (2) Working Days of Submission

Submitted By:  
Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

## A. Pre-qualification Procedure

This Contractor's Pre-qualification Statement seeks to identify potential responsible bidders for the above referenced project. The pre-qualification process will be conducted as follows:

1. UAB's Department of Planning Design and Construction will select a Committee to review and evaluate the Contractors' submissions.
2. The Contractors' submissions will be forwarded to all members of the Committee for review.
3. The Committee will meet to review each submittal and to discuss the submittal's compliance with the Criteria for Determining Pre-qualification.
4. The Committee, within the bounds of good faith and considering the best interests of the University and the expenditure of public funds, will determine within its sole discretion whether a Contractor has met the pre-qualification criteria and requirements of the project as set out herein.

## B. Criteria for Determining Pre-qualification

The selection Committee, within its sole discretion, will determine if the Contractor is to be pre-qualified to bid on the project. In considering the best interests of the University and the expenditure of public funds, the Committee based upon its review of

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the totality of the submittal, and applying whatever weight or importance it deems appropriate to all or limited portions of the submittals will, in addition, consider the following criteria or information:

1. Copy of current Alabama Contractors license must be included with pre-qualification submittal.
2. Applicant must demonstrate to the Owner's satisfaction a proven and verifiable track record for timely completion of projects of similar schedule, size, scope and complexity to this project. This project will have a **4** month (120 days) duration from Notice to Proceed to Date of Substantial Completion. Applicants must provide data on a compelling and significant number of similar projects to substantiate the applicant's and the proposed key personnel's track record and history of delivering similar projects on tight schedules. Applicants who cannot demonstrate to the Owner's satisfaction the above described proven capability and history need not apply.
3. Must have a minimum of five (5) years verifiable experience with projects similar or larger in size and scope as described in the Scope of Work included in the Project Summary. The Project Summary is available from the **UAB Facilities Bid Calendar** at [www.uab.edu/facilities/pdc/bids](http://www.uab.edu/facilities/pdc/bids), refer to the specific bid date and subject project number followed by "more details".
4. Must have successfully completed within the last (3) years a project similar or larger in size and scope as described in the Scope of Work included in the Project Summary.
5. The subject project must not equal more than 30% of your average annual volume over the past 5 years. Provide the following data on your annual income:

Year	Annual Income
_____	: _____
_____	: _____
_____	: _____
_____	: _____
_____	: _____
6. If applicable, the Contractor's past performance on and handling of other UAB projects both as to quality of work performed and project administration and coordination.

## C. Licensing

1. Are you a licensed general contractor who is currently registered with the Alabama Licensing Board of General Contractors? Yes or No.

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- a. If yes, please submit a copy of your general contractor's license with your pre-qualification statement.
- b. If no, and you are submitting for pre-qualification as a prime contractor on this project, you will not be pre-qualified. Please do not submit a pre-qualification statement for this project.

### **D. Organization**

- Principal Office:
- ☐ Corporation
  - ☐ Partnership
  - ☐ Individual
  - ☐ Joint Venture
  - ☐ Other (specify)
- Type of Work:
- ☐ General Construction
  - ☐ HVAC
  - ☐ Electrical
  - ☐ Plumbing
  - ☐ Other (specify)

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?
  - a. Under what other or former names has your organization operated?
3. If your organization is a corporation, answer the following:
  - a. Date of incorporation:
  - b. State of incorporation:
  - c. President's name:
  - d. Vice-president's name(s):
  - e. Secretary's name:
  - f. Treasurer's name:
4. If your organization is a partnership, answer the following:
  - a. Date of organization:
  - b. Type of partnership (if applicable):
  - c. Name(s) of general partner(s):

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5. If your organization is individually owned, answer the following:
  - a. Date of organization:
  - b. Name of owner:
6. If the form of your ownership is other than those listed above, describe it and name the principals:

## **E. Experience**

1. List the categories of work that your organization normally performs with its own forces.
2. Business Philosophy, Claims, and Litigation: The University of Alabama at Birmingham must be assured that the applicant is not "claims oriented" and does not routinely attempt to achieve its profit margin through unfair, unjustified change order pricing or claims, or by shopping sub-prices. Architects, engineers, and owners of prior projects, when questioned, must agree that their claims experience with the applicant was reasonable and proper, the applicant was cooperative, change order pricing was fair, applicant did not engage in frivolous or intimidating legal claims or threats, and the good will and best efforts of suppliers and sub-contractors were maintained. (If the answer to any of the questions below is yes, please attach details.)
  - a. Has your organization ever failed to complete any project or any work awarded to it?
  - b. Is your company currently behind schedule on a project with the University of Alabama at Birmingham or any other entity?
  - c. Provide a document that explains how your company manages/schedules construction projects.
  - d. Are there any judgments, claims, arbitration or mediation proceedings or suits previous (within the last five years), pending or outstanding against your organization or its officers?
  - e. Has your organization filed any lawsuits or requested arbitration or mediation with regard to construction contracts within the last five years?
3. Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract? (If yes, please attach details.)

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4. List major construction projects your organization has in progress, giving the name and contact information of project, owner, architect, contract amount, percent complete and scheduled completion date. (Attach separate sheet.)
5. Please complete the following for the projects that you deem most compelling, similar and demanding in terms of meeting completion schedule. You may include as many as you think necessary to address the above criteria with a minimum of five (5) examples.
  - A. Examples of more suggested project experience to emphasize:
    - recent experience (last 5 years)
    - experience by the proposed team
    - experience with public work – design bid build
    - successful experience with shorter completion schedules (\_\_\_\_\_)
    - experience with similar size projects (\_\_\_\_\_)
    - similar construction type (\_\_\_\_\_)
  - B. Project Name:
    1. Location:
    2. Owner / Contact:
    3. Architect / Contact:
    4. Initial Construction Cost:
    5. Final Construction Cost:
    6. Gross Square Feet:
    7. Number of Stories:
    8. Structure Type (Concrete Frame/ Steel Frame / Wood Frame):
    9. Type of Award / Delivery (Public Work: Design Bid Build / Negotiated / Design Build / Construction Management):
    10. Bid Date:
    11. Notice to Proceed Date:
    12. Date of Certificate of Substantial Completion:
    13. Number of months from NTP to Certificate of Substantial Completion:
    14. Number of months from Certificate of Substantial Completion to Final Closeout & Final Payment:
    15. Which members of the Applicant's proposed team were involved on this project? What was their role? Were they involved from NTP to Closeout? If not what phases were they involved in?
    16. Scheduling provided by:
6. List the construction experience and present commitments of the key individuals of your organization. (Attach separate sheet.)

**F. References**

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1. Trade references:
  
2. Bank references:
  
3. Surety:
  - a. Name of bonding company:
  - b. Name and address of agent:
  - c. State rating of your bonding company and provide documentation from your bonding company that your organization will be provided performance and payment bonds on this project.

### **G. Financing**

1. Financial Statement
  - a. Attach a financial statement, preferably audited, including your organization's latest balance sheet and income statement showing the following items:
    1. Current Assets
    2. Net Fixed Assets
    3. Other Assets
    4. Current Liabilities
    5. Other Liabilities
  - b. Name and Address of firm preparing attached financial statement, and date thereof:
  - c. Is the attached financial statement for the identical organization named on page one?
  - d. If not, explain the relationship and financial responsibility of the organization whose financial statement is provided.
2. Will the organization whose financial statement is attached act as guarantor of the contract for construction?

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**H. Additional Information as Specified**

1. If your principal office is located outside the Birmingham area, will the principal office or a local office manage this project?
2. List personnel you will propose for this job, along with resume, job experience and availability, etc. Furnish organization chart showing how you propose to manage this project.
  - a. Project Manager:
  - b. Field Superintendent:
  - c. Foreman:
  - d. Other Management Personnel:
3. List total number of craft people currently on your payroll at principal office.
4. In addition to the information provided above, please submit any additional information you would like to be considered by the selection committee in determining your organization's competency, experience, and financial ability to successfully complete this public project.

**I. Signature**

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

Name of organization:

By:

Title:

\_\_\_\_\_ being duly sworn deposes and says that the information provided herein is true and sufficiently complete so as not to be misleading.

Subscribed and sworn me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

Notary Public:

My Commission Expires: