

**Prequalification for Subcontractors
Atlanta Housing Authority
Englewood Manor**

Prequalification of Bidders for Construction Projects, this form gathers information about the Subcontractor seeking to qualify for the work and provides a general format for the prequalification criteria. Further information may be required in addition to this pre-qualification statement based on your response. These items may include additional financial statements, proof of applicable licenses, certification status, safety program/policy, drug and alcohol program/policy, additional project experience, and or certificates of insurance. Completing this statement does not guarantee prequalification.

Prequalification Due Date / Time:

Prequalification information available:	<u>1/9/23</u>
Notice to AHA Pre-proposal virtual meeting:	<u>1/17/23 at 2:00 pm</u>
QA Period All Questions are due:	<u>1/19/23</u>
All Questions Answered:	<u>1/26/23</u>
PreQual documents:	<u>2/9/2023</u>
EDT Recommendation to AHA:	<u>2/15/2023</u>

Submit to: Eric Glover
Engineering Design Technologies, Inc.
1705 Enterprise Way, Suite 200
Marietta, Georgia 30067
eric.glover@edtinc.net

Project: Name: Englewood Manor
Location: Atlanta, Georgia
Designer: KAI

Project Description:

The Atlanta Housing Authority is constructing a mixed use single and multi-family development called Englewood Manor. The scope of this project is to construct the infrastructure for the project. This will include but not be limited to all excavation and embankment, all utility work, all drainage, structures, paving, sidewalks with curb, all erosion control measure and all else mentioned or not mentioned required to complete the infrastructure work for the referenced project. The subcontractors selected will have to cooperate with others contractor operations and the subcontractors in the area.

Instructions to Prequalify:

- In filling out this pre-qualification statement please carefully read and follow all instructions. If you have any questions, please contact Eric Glover via email for further instruction.
- Email Eric Glover at eric.glover@edtinc.net to request pre-proposal meeting information.
- Forms may be submitted electronically via email only to Eric Glover. Please ensure that all forms are submitted in pdf format.
- Please note you are required to submit recent financial statements to complete the prequalification statement.
- If 80 points is achieved, the respondent is qualified to bid on the work

Bid Packages:

Please check a box if prequalifying for that task. Note, if multiple bid packages are selected, please make sure that project experience and references are provided to allow the Prequalification Committee to evaluate your firm on EACH bid package selected.

The following is a preliminary list of Bid Packages and may change based on the response of qualified bidders:

Englewood Scope List

- Asphalt demo
- Existing utility demo
- Tree removal
- Tree protection
- Earthwork (excavation/fill)
- Storm water drainage
- Sanitary sewer
- Domestic water
- Erosion control
- Site modular walls
- Granite curb
- Concrete curb and gutter
- Asphalt paving
- Asphalt striping
- Site signage
- Drilled piers
- Site concrete walls
- Concrete structures (rebar, forming and ready mix)
- Hardscape pavers
- Hardscape drains
- Concrete sidewalks
- Concrete paving
- Concrete stairs
- Stair railings
- Decorative railings
- CMU walls
- Stone veneer
- Structural steel
- Playground equipment
- Fabric structures
- Site electrical
- Site lighting
- Site sleeving
- Metal fencing and gates
- Site furniture/furnishings
- Landscape
- Irrigation
- Raised planters
- Synthetic turf
- Synthetic rubber
- Damp proofing

PREQUALIFICATION STATEMENT

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

Company Name	Contact Person
Physical Street Address	
Fax Number	City, State, Zip Code
Email Address of Contact Person	Company Website Address

General Company Information

Number of years in business under current name:

- Has your company had any other legal names?
Yes
No
- If yes, please provide the name(s):
- Is your company a subsidiary or affiliated with another company?
Yes
No
- If yes, please provide those names and/or affiliations:
- Number of years that you have performed the specialty trade you perform: _____
- Value of work currently under contract: _____
- Backlog value of work slated for the next 12 months: _____
- Average annual value of work completed the last five years: _____
- Does your company have certification status of MBE or WBE?
Yes
No
- Which?

MBE WBE

The total project must have a 35% M/WBE participation. The final selection of firms will have to ensure that participation goal is met.

- Does your firm have a minority participation business plan?
Yes
No
- (Yes = 3 pts)
- Has your firm previously subcontracted work to a minority firm?
Yes
No
- (Yes = 3 pts)

Corporate, LLC, Partnership and Ownership Information

- Is your company a corporation, LLC, or a partnership? Please indicate such:

Please provide the following:

- Date of incorporation or Partnership formation: _____
- State of Incorporation or state where partnership was written: _____
- Organizational Structure (Please list the following, full legal names)
Owners: _____
Officers: _____
(CEO, CFO, President, Vice President(s), Secretary and Treasurer, etc.)

Partners: _____
Others authorized to represent, conduct business for, or sign legal documents on behalf of your company:

• Firms that experience changes in Ownership, organizational structure, or material changes in assets must inform the Construction Manager (CM) prior to bidding or the award of a contract.

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- | | | |
|---|-----|----|
| • Has any officer, partner, or owner of your organization ever been an officer, partner, or owner of another organization that failed to complete a construction contract? (No = 5 pts) | Yes | No |
| If yes, please describe the circumstances: | | |

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- | | | |
|---|-----|----|
| • Has any officer, partner, or owner of your organization ever been convicted of a crime or been involved in lawsuit related to the failed completion of a construction contract? | Yes | No |
| If yes, please describe the circumstances: | | |

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- | | | |
|--|-------|----|
| • Has your company ever failed to complete a contract? | Yes | No |
| • How many employees does your company have? | _____ | |
| • Does your company have any union affiliations? | Yes | No |

Project Experience

- Please provide a list of relevant projects of similar size and scope (current and completed) that your company has contracted for during the last seven (7) years.
- List project name, scope of work you performed, your contract amount in dollars, and an Email and phone number of the general contractor or construction manager contact reference. (Up to five (5) projects will be scored and four (3) points will be allocated per relevant project for a total of fifteen(15)points)
- Include project specific references

Job Name #1		Key Personnel	
Scope of Work		Contract Value	
Email & of GC/CM		Phone # of GM/CM	
Reference		Contact info	

Job Name #2		Key Personnel	
Scope of Work		Contract Value	
Email of GC/CM		Phone # of GM/CM	
Reference		Contact info	

Job Name #3		Key Personnel	
Scope of Work		Contract Value	
Email & Phone # of GC/CM		Phone # of GM/CM	
Reference		Contact info	

Job Name #4		Key Personnel	
Scope of Work		Contract Value	
Email of GC/CM		Phone # of GM/CM	
Reference		Contact info	

Job Name #5		Key Personnel	
Scope of Work		Contract Value	
Email of GC/CM		Phone # of GM/CM	
Reference		Contact info	

*EDT will contact all references

Personnel Assigned to the Project

- Provide relevant information on the personnel that will be directly responsible for the work, including the location of the office that will be primarily responsible for the work:
 - Please list your project managers and superintendents and their relevant experience

(Personnel with relevant experience = 5 points)

Financial Information and References

- Name of Financial Institution (Bank): _____
Address, City, State, Zip: _____

- Contact _____
- Is your company currently rated with Dun & Bradstreet? Yes No (2 Pts for providing favorable D&B score)
Number: _____ If yes, what is your rating: _____
- Has your company filed for bankruptcy or structured re-organization? Yes No
- If the answer to any of the above questions is yes, please describe the circumstances on an attached separate sheet.
- Available line of credit: _____ Financial institution name: _____
- Attach a current (within the last 12 months) financial statement with the completed pre-qualification information. (Top Score = 8 pts)
Attached statement included? Yes No

Litigation

- Does your company have any current or pending claims, litigation, or lawsuits because of circumstances on current or completed projects? Yes No
Current pending claims, litigation or lawsuits with Government entities may prevent prequalification (If so, please provide details)
- Please provide all information regarding your litigation history, including litigation with Owners, Contractors, Suppliers, and Subcontractors.
- Are there any current, pending, or recent (last 5 years) judgments, claims, suits, or have you participated in any arbitration with regards to any projects in the last 5 years? Yes No (No = 5 pts)
- If the answer to any of the above questions is yes, please describe the circumstances below:

- What % of work does your company self-perform? _____

Timeliness

- Has your company failed to complete a project on time and incurred Liquidated Damages? Provide information on the success and experience your company has with completing projects on-time. Yes No (No = 5 pts)
- Include any record or history associated with the payment of Liquidated Damages.

Licensing and Classification

- Has your company ever had its license revoked or are there any pending/current judgements against your company regarding your contractors' license? Yes No
(No = 5 pts)

If the answer is yes, please describe the circumstances on an attached separate sheet.

Current judgements could prevent the contractor from being prequalified. Please provide details.

- Please name the licenses and license numbers that your company holds for the work you regularly perform and would intend to perform on these projects:

Type of License: _____ License Number and State: _____

Type of License: _____ License Number and State: _____

Utility License: _____ License Number and State: _____

- **Legal Authorization-** Please provide a copy of your Georgia Contractor License or provide a statement that guarantees you will be able to acquire one prior to submitting a bid on this project. If a statement is required, the applicant shall identify the states in which they are licensed for this type of work.

Bonding Capacity

- Surety Company: _____
- Name of Agent: _____
- Agent Contact Person: _____
- Telephone Number for Agent: _____
- Bond Rate: _____ Bond Capacity available for this Project: _____
- Aggregate Bonding Limit _____ Individual Bonding Limit: _____
- Total Bond Program Capacity: _____
- Will you be able to provide a payment and performance bonds for this project? Yes No
(Yes = 10 pts)
If yes, please provide a letter from your bonding company.
- Has any bonding company ever had to complete your contract work, because you were unable to complete it? Yes No

If yes, please explain the specific circumstances on an attached separate sheet.

Insurance

Your company will be required to provide the insurance requirements that the owner will mandate for the Construction Manager (CM). At this time, we ask the question if your company can at least provide the following insurance policies and limits for the life of the project.

- a. Workers' Compensation and Employer's Liability with the following minimum limits and coverage:
 - i. Workers' Compensation: Statutory limit in accordance with the laws of the State of Georgia
 - ii. Employer's Liability:
 - (a) \$1,000,000 each accident for bodily injury by accident
 - (b) \$1,000,000 each employee for bodily injury by disease
 - (c) \$1,000,000 policy limit for bodily injury by disease
- b. Commercial General Liability with the following minimum limits and coverage:
 - i. \$1,000,000 each occurrence (combined single limit for bodily injury and property damage)
 - ii. \$1,000,000 for personal and advertising injury liability.
 - iii. \$1,000,000 aggregate on products and completed operations.
 - iv. \$2,000,000 general aggregate.
 - v. This insurance shall include personal injury coverage with the employment exclusion deleted and contractual liability coverage for CM indemnity obligations under this Task Order. Such coverage shall include products and completed operations and shall be maintained for two years following Final Payment. Property Damage Liability Insurance shall provide X and/or U coverage as applicable. The general aggregate shall apply, in total, to this Off-Site Infrastructure Improvements project only.
 - vi. **Additional Insured Endorsement:** Blanket additional insured coverage is required, to include the Indemnified Parties and any other party as may be required by the Amendment(s).
- c. Commercial Automobile Liability with the following minimum limit and coverage:
 - i. \$1,000,000 combined single limit each accident
 - ii. Coverage shall be for any auto (including owned, hired, and non-owned autos)
 - iii. **Additional Insured Endorsement:** Blanket additional insured coverage is required, to include EDT Inc. and The Atlanta Housing Authority.
- d. Commercial Umbrella Liability.
 - i. \$5,000,000 per occurrence and general aggregate for projects with contract sum less than \$5,000,000.
 - ii. \$10,000,000 per occurrence and general aggregate for projects with contract sum less than \$15,000,000.

iii. \$20,000,000 per occurrence and general aggregate for projects with contract sum greater than \$15,000,000.

e. Cyber Liability. Cyber Liability Insurance with coverage limits no less than \$2,000,000 per occurrence or claim and \$3,000,000 aggregate.

- Please indicate if you can provide the coverage outlined above: Yes No
(Yes = 15pts)

Safety

- Please attach your safety policy or program with this completed questionnaire.
- Has your company incurred any OSHA fines within the last five (5) years? Yes No
(No = 5 pts)
- Has your company had any jobsite fatalities within the last five (5) years? Yes No
(No = 10 pts)

If the answer to either question above is yes, please describe the circumstances on an attached separate sheet.

- Firms must provide copies of any complaints, safety violations, or reports from any Local or Georgia Agency, OSHA, or any other regulating agency associated with any construction project.
- Please list your company’s current Experience Modification Rating (EMR) for the past three (3) years:

Year	Rate

- Please attach your company’s substance abuse policy or program. Please identify your procedures for testing, pre-employment, random, and after accidents.
- What is the number of full-time safety officers that your company employs?

General Company References

- List four (4) general contractor/construction manager references. Provide as follows:

Company Name 1		Phone	
Contact Name		Email	
Company Name 2		Phone	
Contact Name		Email	
Company Name 3		Phone	
Contact Name		Email	
Company Name 4		Phone	
Contact Name		Email	

*EDT will contact all references

(1pt per reference = total of 4 pts)

Signature

We duly swear that all information provided within is truthful, accurate, and shall have no consequence on further legal standings with EDT Inc. or the Atlanta Housing Authority We also understand that by simply filling out and completing this statement and providing the requested information, we will not be deemed a pre-qualified trade contractor.

Signature of Company Officer, Partner, or Owner:

Type-written name and title of Company Officer, Partner, or Owner:

Firm Name:

Passing score is 80 pts or higher