

**APPLICATION FOR PREQUALIFICATION AND QUESTIONNAIRE
JOHNSON STREET PARKING GARAGE PROJECT
NEW STREET PARKING GARAGE PROJECT
CITY OF STAUNTON, VIRGINIA
ATTACHMENT A**

ALL RESPONSES SHALL BE TYPED

Submitted to:	City of Staunton Finance Department-Procurement 116 W. Beverley Street Staunton, VA 24401	
Applicant's Name:	Parent Organization:	Office to Perform Work: (If different from parent organization)
Street Address:		
Mailing Address:		
Telephone Number:		
Facsimile Number:		
Website:		
Name of Contact:		
Title:		
Email:		

Check one of the following, as applicable:

Corporation__	Partnership __	Individual__	Joint Venture__	Other__
Affiliate__				

BUSINESS ORGANIZATION:

How many years has the office to perform the work been in business as a contractor?	
How many years has the office to perform the work been in business under its present business name?	
List any other or former names the office to perform the work has operated under in the past.	
If the office to perform the work is a corporation , answer the following:	
Date of incorporation:	
State of incorporation:	
President's name and contact information:	
Length of time of president in this position:	
Vice-President's name and contact information:	
Length of time of Vice-President in this position:	
Treasurer's name and contact information:	
Length of time of treasurer in this position:	
If the office to perform the work is a partnership , answer the following:	
Date of organization:	
Type of partnership (if applicable):	
Name(s) of general partner(s), contact information, and length of time in this position:	
If the office to perform the work is individually owned , answer the following:	
Name:	
Date of organization:	

MINIMUM EXPERIENCE:

The Applicant shall provide evidence of similar prior construction projects completed within the last five (5) years. The contractor shall have been established as a full time general construction contractor for a minimum of eight (8) years.	Has the Applicant or contractor been a general construction contractor for a minimum of eight (8) years? Yes _____ No _____ Did the Applicant or contractor complete similar construction projects in the past five (5) years? Yes _____ No _____
List all construction projects that the <u>specific office to perform the work</u> has in progress. Do not include current projects being performed by a home office or branch office.	
List the owner's name, address, project location, and contact information for each project.	
List the total construction contract amount for each project.	Original Contract: \$ Change Orders: \$
List the architect/engineer's firm name and contact information for the project.	
Name of the Project Manager and Site Superintendent who had direct responsibility for these projects.	
List any projects not completed on time under the contract terms	Project Name: Address:

JUDGEMENTS AND CRIME:

If you answer 'yes' to any of the following, provide the name, phone number, persons to contact, and circumstances related to the question on a separate attachment.

Has the Applicant, Contractor or any officer, director, or owner thereof, had judgements entered against him within the last ten years for the breach of contracts for governmental or non-governmental construction, including, but not limited to, design-build or construction management?	Yes _____ No _____
Has the Applicant, Contractor, or any officer, director, owner, project manager, procurement manager or chief financial officer thereof, been convicted within the past ten years of a crime related to governmental or non-governmental construction or contracting, including, but not limited to, a violation of (i) Article 6 (§ 2.2-4367 et seq.) of the Virginia Public Procurement Act, (ii) the Virginia Governmental Frauds Act (§ 18.2-498.1 et seq.), (iii) Chapter 4.2 (§ 59.1-68.6 et seq.) of Title 59.1, or (iv) any substantially similar law of the United States or another state?	Yes _____ No _____
Is the Applicant, Contractor, or any officer, director, or owner thereof, currently debarred pursuant to an established debarment procedure from bidding or contracting by any public body?	Yes _____ No _____

LICENSING:

Does the Applicant, or contractor have a Class A Contractor's License?	Yes _____ No _____
List the jurisdictions in which the office to perform the work is legally qualified to do business and indicate registration or license numbers	Jurisdiction: _____ License Number: _____

DEBARMENT / CLAIMS / NONCOMPLIANCE:

If the answer to any of the questions provided below is yes, provide the name of the Project, Owner, and Architect/Engineer, including the Company name, address and phone number related to the event.

Has the office to perform the work ever failed to complete any work awarded?	Yes _____ No _____
Have there been any judgements, claims, arbitration proceedings or suits pending or outstanding against the office to perform the work or its officers within the last five years?	Yes _____ No _____
Has the office to perform the work filed any lawsuits or requested arbitration with regard to construction contracts with the last five years?	Yes _____ No _____
List any federal, state, or local government agencies, which have excluded the office to perform the work or any of its members, from bidding on construction projects.	
Has the Applicant or contractor ever been denied Prequalification by any public body in Virginia in the last five years? If so, provide the date, the name and address of the entity, the reason for denial, and attach a copy of the notice of denial.	Yes _____ No _____
Has the Applicant or contractor ever been alleged to have been in substantial noncompliance with the terms and conditions of a prior construction contract with a public body? If so, provide the name of the Project Owner and Architect/Engineer, including company name, address and phone, associated with the contract, and an explanation of the allegations and any resolution or current status of such allegations.	Yes _____ No _____
Any additional information relevant to this requirement?	

SUFFICIENT FINANCIAL ABILITY

Has the Applicant or contractor ever had a Bankruptcy Petition filed in its name, voluntarily or involuntarily?	Yes _____ No _____
Is the Applicant or contractor currently in default on any loan agreement or financing agreement with any bank, financial institution, surety, or other entity?	Yes _____ No _____
Certify that the Applicant or contractor will have sufficient financial ability to perform the contract that would result from such procurement and the Applicant or contractor can acquire a surety bond from a corporation included in the United State Treasury list of acceptable surety corporations in the amount and type (100% Performance and Payment Bond) required by the City of Staunton.	Yes _____ No _____
Name of surety/ bonding company.	
Current bonding capacity with a contract surety/bonding company.	\$
Name, address, contact information of surety/bonding company agent.	
Have Performance and Payment Bond claims been filed to a surety company for this Applicant or contractor on any project within the past eight (8) years?	Yes _____ No _____
Has any company refused to bond the Applicant or contractor on any project in the last eight (8) years?	Yes _____ No _____

Applicants not providing all the required information will be negatively evaluated. Applicants may be required to provide additional information if deemed necessary by the City of Staunton to determine the Applicant's qualifications.

Evaluating an Applicant's past performance and experience may include information provided directly by the Applicant, customer inquiries, and other publicly available sources. Failure to provide any requested data, inaccessible points of contact, invalid phone numbers or email addresses may result in a firm being considered less qualified. Verbal agreements will not be considered during the RFQ process.

The City of Staunton expects that any and all services that are required to complete the project shall be included in the Applicant's proposal, whether specifically stated in the RFQ or not.

Confidentiality

Information submitted by any Applicant will be considered confidential and will not be used for any other purpose than evaluating the Applicant's response to the RFQ.

Disclaimer

The City of Staunton will select the applicants or contractors solely based on what it perceives as the highest quality proposals. However, this RFQ does not commit the City of Staunton to any specific course of action. In addition, the City of Staunton reserves the right not to select any firm responding to this RFQ based solely on its subjective opinion.

AFFIDAVIT OF ACCURACY

The undersigned Applicant is/will be a Class A Contractor under Title 54.1-1100 of the Code of Virginia, as amended. The Applicant agrees to comply with and be bound by this Prequalification Procedure. The undersigned hereby agrees that the Prequalification Procedure does not constitute or give rise to any contract with the City of Staunton.

The undersigned certifies under oath that the information contained in the Application, Qualification Statement, and Questionnaire and attachments thereto, and any other information submitted with this Application is complete, true, and correct so as not to be misleading or untruthful.

Firm Name

Address

City, State, Zip Code

Signature

Date

Title

Seal if Corporation:

NOTARY:

STATE of _____, County/ City of _____,

Subscribed and sworn to before me this _____ day of _____, 2017.

Notary Public Signature_____

My commission expires_____

Notary Seal: