



ADVERTISEMENT FOR PRE-QUALIFICATION

FOR

**Lane County Community Benefits Bidding Program
Capital Construction Building Projects**

**COUNTY ADMINISTRATION
LANE COUNTY, OREGON**

NOTICE TO CONTRACTORS AND SUBCONTRACTORS

MANDATORY PREQUALIFICATION SUBMITTALS LANE COUNTY

Lane County is seeking prequalification applications from licensed General Contractors and First-Tier Subcontractors¹ for Capital construction building projects.

NOTE: IF YOU COMPLETED THE PREQUALIFICATION APPLICATION FOR ANOTHER PROJECT YOU DO NOT NEED TO SUBMIT AN ADDITIONAL APPLICATION UNLESS THAT SUBMISSION IS OVER TWO YEARS OLD.

Prequalification of General Contractors (Prime Bidders) is required as a condition of bidding on Lane County Public Improvement projects \$500,000 and above. Prequalification is also required of subcontractors listed as a First-Tier Subcontractor on a bid for the following specified trades:

- Interior systems (drywall, non-structural metal framing, and ceiling systems)
- Plumbing
- Heating, ventilating, and air conditioning (HVAC)
- Fire sprinklers
- Electrical
- Roofing
- Earthworks
- Glazing
- Painting
- Cast-In-Place Concrete
- Masonry
- Structural Wood Assemblies

To be prequalified, General Contractors and First-Tier Subcontractors for the specified trades must complete a prequalification application which includes commitments regarding rates of pay, apprenticeship program registration, and employer-paid full-family health insurance for workers employed on the project. Prequalification applications and instructions may be downloaded from the County's Procurement and Purchasing webpage at: www.lanecounty.org/bids.

Completed and signed prequalification applications will be received in electronic form only by email to Shawn.Hubbell@lanecountyor.gov.

Each application must be prepared on the required form, with any required attachments, and submitted electronically as a PDF attachment to an email as specified in the application and instructions. Lane County may reject any application that does not comply with the requirements of the prequalification instructions and form.

At time of bid, bids will only be accepted from Prime Bidders who have received written notification from the County that they have passed the prequalification evaluation and have submitted an affidavit of compliance with their bid.

First-Tier Subcontractor Disclosure forms will be reviewed to ensure all subcontractors for the trades listed above have been prequalified. Subcontractors will be required to submit an affidavit of compliance either with their application, or as part of the bid packet.

Prequalification for the Community Benefits Bidding program does not deem a bid as Responsive, or a Bidder as Responsible.

¹ First-Tier Subcontractor is a subcontractor that will be furnishing labor or labor/materials that have a contract value greater than 5% of the total project bid or \$15,000, whichever is greater, or \$350,000 regardless of the percentage of the total project bid.

INSTRUCTIONS

INTRODUCTORY STATEMENT:

This application is for prequalification of Prime Bidders and specified First-Tier Subcontractors for Lane County Public Improvement projects. The completed application and questionnaire forms will be used by the County to determine whether the applicant qualifies to submit bids on projects that are governed by the Lane County Community Benefit Bidding program.

The applicant should use care and integrity in preparing this information. Failure to respond completely or providing false information can result in denial of prequalification, disqualification, or debarment. The County may make independent inquiries concerning the contractor's past performance and/or capabilities.

Manner of Submission:

A signed application must be sent to Lane County by email to Shawn.Hubbell@lanecountyor.gov

Time of Submission:

Applications will be accepted on an ongoing basis, however must be received no later than two weeks prior to the bid due date for a specific project.

Appeal Due to Denial or Revocation of Prequalification

If an applicant's application for prequalification is denied or if an existing prequalification is revoked, the applicant may appeal the denial or revocation in accordance with ORS 279C.445 – 279C.450.

Notification of Action Taken

The applicant will be notified, in writing, of the action on the application.

Period During Which a Qualified Applicant Remains Qualified

An applicant who has been notified of prequalification for projects will usually remain qualified for two years. The County may limit prequalification approval to individual public improvement projects. Unless such applicant is otherwise notified by the County, the applicant will be considered prequalified to submit bids for any Lane County Public Improvement project governed by the Community Benefits Bidding Program. The County may from time to time require new or revised prequalification applications and have them approved prior to allowing a bid.

PLEASE ANSWER EACH SECTION AND QUESTION IN THE APPLICATION. FAILING TO DO SO, THE APPLICATION WILL BE RETURNED FOR COMPLETION.

1 BASIC COMPANY INFORMATION

Company Name _____

Contact Name Regarding Application _____

Contact Email _____

Contact Phone _____

2 PLEASE FILL IN THE CLASSES OF WORK YOU WISH TO BID WORK ON

For Each Class of Work

A Enter the maximum dollar amount of work you are capable of performing.

B Enter the number of years of experience in this class of work.

Class	A: Max Dollar Amount	B. Years of Experience
-------	----------------------	------------------------

General Contractor	_____	_____
--------------------	-------	-------

Applicants for General Contractor do not need to apply for trade classes they intend to self-perform.

HVAC	_____	_____
------	-------	-------

Plumbing	_____	_____
----------	-------	-------

Fire Sprinklers	_____	_____
-----------------	-------	-------

Electrical	_____	_____
------------	-------	-------

Interior Systems	_____	_____
------------------	-------	-------

Masonry	_____	_____
---------	-------	-------

Cast-in-place Concrete	_____	_____
------------------------	-------	-------

Structural Wood Assemblies	_____	_____
----------------------------	-------	-------

Earthworks	_____	_____
------------	-------	-------

Glazing	_____	_____
---------	-------	-------

Roofing	_____	_____
---------	-------	-------

Painting	_____	_____
----------	-------	-------

3 In order to prequalify, contractors must certify they are able to meet County identified local impact goals. Prior to contracting General Contractors and applicable First-Tier Subcontractors will be required to submit a signed affidavit to certify the requirements below. Please indicate below whether you are able to fulfil the requirement for each local impact category by checking either “yes” or “no.”

- Yes ____ No ____ Pay a living wage for employed trade workers that will be working on the project site, including those not covered by State Prevailing Wage Rates, a minimum living wage of \$25.35.
- Yes ____ No ____ Provide employer-paid full-family health coverage for employed trade workers working on the project.
- Yes ____ No ____ Be registered as an Apprentice Training Agent/Employer with the State of Oregon Bureau of Labor and Industries (BOLI) and will promote apprentice participation on any awarded CBB projects.

4 Applicant’s Experience Questionnaire

List comparable projects applicant has undertaken in the last 5 years. (List most recent projects first)

Name and Address of Owner	Name of Project	Class of Work	Contract Amount
1			
2			
3			
4			
5			

5 Applicant’s Experience Questionnaire – Continued

List the following additional information for projects listed under item 5 (Use same line No. as Item #5)

Date of Completion (if completed)	Location of Work	*	Surety Company if Project Bonded	Architects or Engineering Firms**
1				
2				
3				
4				

* Indicate whether: (P) Prime Contractor, (JV) Joint Venture, (Sub) Subcontractor

** Indicate name, address and phone number including area code

6 Applicant's Experience Questionnaire – Continued

A. How many years has applicant been in business under present name?

As a prime contractor? _____ **As a subcontractor?** _____

B. How many years of experience in construction work has applicant had?

As a prime contractor? _____ **As a subcontractor?** _____

Indicate contractor's licenses or registration numbers held as required by Oregon Statutes:

Corporation Division Registration No. _____

Construction Contractors Board No. _____

Landscape Contractors License No. _____

Electrical License No. _____

Plumbing License No. _____

Pressure Vessel installers License No. _____

Other License No. _____

7 If certified by the State of Oregon Certification Office for Business Inclusion and Diversity, include certification category and Certification ID (for tracking purposes, only):

Certification Category: _____ OR Certification ID: _____

8 Following space may be used for general remarks and explanations pertaining to the foregoing prequalification statements and for explanation of trades typically employed in applicable projects: (Also explain here any experience claimed which is that of a business organization or entity, other than the applicant, including a business entity superseded by the applicant).

9

- a) Have you ever been denied prequalification by any state, local, or federal agency in this or any other state?
(Check one) ☐ Yes ☐ No **If yes, please attach an explanation.**
-
- b) Have you ever been prohibited from bidding on contracts by any state, local or federal agency in this or any other state under any State Law or Federal Law?
(Check one) ☐ Yes ☐ No **If yes, please attach an explanation.**
-
- c) Has any officer or partner of the applicant ever applied for prequalification with the public contracting agency under a different name?
(Check one) ☐ Yes ☐ No **If yes, please attach an explanation.**
-
- d) Has the applicant ever failed to complete a state, local or federal public improvement (works) contract?
(Check one) ☐ Yes ☐ No **If yes, please attach an explanation.**
-
- e) Has any officer or partner of the applicant ever been found in breach of a local, state or federal contract?
(Check one) ☐ Yes ☐ No **If yes, please attach an explanation.**
-

10

I, _____ [name of signatory] state that I am _____ [title/position] of the applicant submitting this prequalification application, and that the statements made above are true; that the applicant acknowledges that any false deceptive, or fraudulent statements may result in denial of prequalification and may be used to evaluate and determine responsible bidder status by any agency; and that if there is a material change to applicant's qualifications as submitted on this application, applicant will give written notice of such change not less than 10 days prior to submitting a bid to Lane County for which prequalification is required, and that such notice may be used for Lane County in determining bidder responsibility.

(Original Signature)

(Title)

(Date)