UNIVERSITY OF COLORADO AT BOULDER

Fire-Suppression Sub-Contractor Pre-Qualification Packet

CM-M08022 - RAMY - FIRE SUPPRESSION - PHASE 1 OF 2
PR 003880

Notice No. 09-04

Issued by
Department of Facilities Management

Delivery address:
Research Laboratory No. 2
1540 30th Street, 3rd Floor, Reception Desk
Boulder, CO 80303

Attention: Andy Jordan, Project Manager

Mailing address: Campus Box 453 UCB, Boulder, CO 80309-0453

January 28, 2009
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ADVERTISEMENT FOR BIDS
This is a two step AFB with prequalification required
State of Colorado
University of Colorado
Notice Number: 09-04

Project No: PR 003880

Project Title: CM-M08022 - RAMY - FIRE SUPPRESSION - PHASE 1 OF 2 – Fire Suppression Subcontractors

Estimated Construction Cost: $762,000.00

Project Description
Construct a fire suppression system throughout the Ramaley Biology Building on the University of Colorado at Boulder campus. The work encompasses all occupied and storage spaces, common areas, and mechanical spaces. Included in the work will be the associated demolition, cutting, patching and painting, and modifications to the fire alarm system. Note the building will be occupied during the construction of this project.

Project Information
Fire suppression sub-contractors must retrieve the pre-qualification documents detailing submittal requirements from:

http://www.colorado.edu/facilitiesmanagement/pdc/construction/open.html

Requirements for bidding will include qualifying with Colorado State Buildings Programs for construction projects of $150,000 or more at least two (2) working days prior to bid opening. If you are not yet qualified with State Buildings, request instructions to locate the online form SC9.1, Contractors’ Registration form at the pre-submittal meeting or from the web site http://www.colorado.gov/dpa/dfp/sbrep (Click on the navigation button State Buildings, then Contractor’s Qualification/Registration Form and then the hyper link below the second paragraph - Contractor Registration Form). Complete the form and submit electronically to the Office of the State Architect.

Pre-Submittal Meeting
N/A
Qualifications Due

Date & Time: 2/11/2009 4:00 PM

Address: Andy Jordan, Project Manager
Department of Facilities Management
Research Laboratory No. 2
1540 30th Street, Third Floor
Boulder, CO 80309-0453

Point of Contact
Name: Andy Jordan, Project Manager
Agency: University of Colorado at Boulder
Phone: 303-735-5410
Fax: 303-492-4082
Email: robert.a.jordan@colorado.edu

Media of Publication(s): The Daily Journal
Publication Dates: January 28 & February 4, 2009
Notice is hereby given to Fire Suppression Sub-contractors that the University of Colorado at Boulder will pre-qualify the fire suppression sub-contractors to work under previously qualified general Contractors.

Note carefully, this pre-qualification is unique to this project; any other previous pre-qualification with the University of Colorado at Boulder or State Buildings Programs is insufficient to pre-qualify to bid this project.

To be considered for pre-qualification to bid this project, Fire Suppression sub-contractors must pick up the pre-qualification documents detailing submittal requirements from

http://www.colorado.edu/facilitiesmanagement/pdc/construction/open.html -- under open submittals.

The pre-qualification documents detail specific submittal requirements. The documents further detail minimum experience and other requirements of sub-contractors to be considered for pre-qualification.

Note: Pre-qualified sub-contractors are limited to those previously pre-qualified General Contractors listed in alphabetical order below:

- Alliance Construction
- Construction Concepts
- Krische Construction
- Sun Construction & Design Services, Inc.
- Swinerton Builders
- TC² Construction
- Turner White Construction Company
- White Construction Company
SECTION A: Introduction

ITEM I: Intent:

The Regents of the University of Colorado at Boulder requests submittals for pre-qualification of Fire Suppression sub-contractors for Construction Project titled Ramaley Fire Suppression Phase 1 of 2. It is the intent of the Department of Facilities Management to pre-qualify sub-contractors for bidding this major construction project in accordance with Colorado Revised Statutes 24-92-107, 24-103-402, and 24-30-1303 (1) (Q) and in accordance with Section 3-402.01 of the Colorado Procurement Rules. Pre-qualification will be necessary for bidding this project. This pre-qualification process is unique to this project and not withstanding other pre-qualification by the State Buildings Division and the University of Colorado, all contractors wishing to bid the project must be pre-qualified as defined in this document.

Please note carefully that the process herein defined requires that Fire suppression sub-contractors contractors to be considered for pre-qualification must have at a minimum:

A. Subcontractors will be required to meet certain minimum requirements as defined herein.
   (1) Has continuously maintained a Colorado office for the last three years.
   (2) Successful completion, in the capacity of sub-contractor, of at least three projects similar to the project described in Section A, Item II.
   (3) The adjusted completed Construction Contract amount for these projects shall amount to at least $500,000 per project (in current dollars) and at least one of which shall have been completed by the Project Manager or Superintendent proposed for this project. Enclose resumes of these and other key personnel for evaluation and prequalification.

These minimum requirements to be considered for pre-qualification are further defined hereafter. It is further the intent of the University of Colorado at Boulder that after pre-qualification of sub-contractors for this project, the pre-qualified General contractors will be invited to bid the project conventionally with the intent of awarding to the lowest responsible bidder based on the apparent low bid of the entire project.

ITEM II: Project Description:

Construct a fire suppression system in existing classrooms & laboratories the Ramaley Biology on the University of Colorado at Boulder campus. The work encompasses all floors of both North and East building wings, all floors and storage areas. Included in the work will be the associated demolition of existing fire suppression piping, cutting, patching and painting, and modifications to the fire alarm system. Note the building will be occupied during the construction of this project.

ITEM III: Project Financing: This project is being paid for the State of Colorado

State of Colorado Controlled Maintenance project appropriations.

ITEM IV: The Pre-qualification Process:

In accordance with the schedule outlined hereafter, sub-contractors are invited to submit their qualifications for consideration for pre-qualification to Andy Jordan, Department of Facilities Management of the University of Colorado at Boulder, Delivery address: 1540 30th Street,

CM-M08022 – RAMY – Fire Suppression – Phase 1 of 2 – PR 003880
Fire suppression sub-contractors
3rd Floor Reception Desk, Boulder, CO 80309. Mailing address: Campus Box 453 UCB, Boulder, Colorado 80309-0453. Submittal requirements are outlined in Section B of this request. General criteria used for judging the submittals are outlined in Section C. Certain minimum qualifications as described in Section C will be required of all contractors to be pre-qualified to bid this project. Fire suppression sub-contractors SHOULD READ THESE CAREFULLY. The University of Colorado at Boulder assumes no responsibility or liability for any costs incurred by any contractor associated with this pre-qualification process. Fire suppression sub-contractors are advised to use the index of this document as a checklist; completeness is required. General Contractors’ submittals shall follow the format of Index, Section B.

The Department of Facilities Management of the University of Colorado at Boulder will assemble a panel of persons associated with the project and construction industry to score the submittals based upon the criteria outlined.

This document consists of all the information available. Questions about this document may be addressed e-mailing only to:

Andy Jordan, Project Manager  
University of Colorado  
Email address: robert.a.jordan@colorado.edu

No telephone communication regarding the pre-qualification will be answered. Contact shall be made only in writing to the above individual. Include the following in the subject line of any e-mail communication: PR003880 - Ramaley Fire Suppression. The University of Colorado at Boulder, the Principal Representative and the Architect will not be responsible for the accuracy or validity of information received later than 4:00 PM local time February 6, 2009

Scoring will be performed on an assigned scale by item outlined in Section B. Pre-established weights (not available to general contractors during the process) will be assigned to the score for each submittal item.

The scores of all panel members will be totaled for each submittal. A pre-established score total will automatically pre-qualify the sub-contractor's submittal assuming that the sub-contractor's submittal meets the minimums outlined in Section C.

There will be no pre-established maximum limit to the number of sub-contractors to be pre-qualified to bid. In the event, however, that the scores result in a list of pre-qualified bidders of less than four bidders, the score required to pre-qualify may be lowered by a pre-established amount until a list of pre-qualified bidders greater than three is established.
ITEM V: Schedule:

The Schedule for Pre-qualification and Bidding is as follows:

Pre Qualification submittals due: 2-11-2009 4:00 PM

Pre Qualified Sub-Contractors list available: 2-13-2009

Drawings and Specifications available: from Architectural Workshop
Mark Bowers
3425 South Broadway
Englewood, CO 80113
Phone #: (303) 788-1717 Fax #: (303) 788-1964
Email Address: mbowers@archshop.com

Mandatory Pre bid meeting: N/A

Written Questions due N/A

Written Response to Questions N/A

Bids due from General Contractors: 3-3-2009 2:00 PM

Work to start: Projected 3/30/09
SECTION B: SUBMITTAL REQUIREMENTS

Listed below are the submittal items required for consideration to be pre-qualified to bid on the project. Most specific submittal requirements will be scored. Failure to provide any of the requested information will affect the score the Fire Suppression sub-contractor's submittal receives, and in the cases where minimums are required or in cases where a submittal item is required, failure to submit the required information may disqualify the submittal from further consideration. General criteria used to judge each submittal item are described in the following Section C - Evaluation Criteria. Contractors are requested to respond directly to each item separately.

ITEM I: General Introduction:

Provide a simple concise description of your firm. Description shall not be more than two typewritten pages. It may be supplemented by brochures. Description shall identify at a minimum:

a. Legal business name, address, email address, contact person name, phone number. (If a branch office or subsidiary, provide same information for head office as well as branch or subsidiary).
b. Number of Years in business.
c. Brief overview of staff.

ITEM II: Location:

a. Provide a description of your office during the last five years including all business addresses used in Colorado during the last five years.

ITEM III: General Firm Experience:

a. Provide a brief description of at least three projects similar in size and complexity to the project described in Section A, Item II for a construction cost of at least $500,000.00, and successfully completed within the last five years in the capacity as a General Contractor. One of these projects must have been completed by the Project Manager or Superintendent proposed for this project.

Projects’ descriptions shall include:
(1) Functional use
(2) Gross square footage / Brief description of project
(3) Approximate construction cost
(4) Project owner’s name, address, email address and current phone number
(5) Project architect’s or engineer’s name and address and current phone number
(6) Approximate start and substantial completion dates
(7) Construction project manager and superintendent

ITEM IV: Successful Project Completion:

a Indicate the number and dollar amounts of all delay claims, court, or arbitration judgements for and against your firm in the last five years.
b. For all projects completed within the last 10 years, where applicable, identify separately:
   (1) Dollar amount of liquidated damages paid and project involved.
   (2) Dollar amount of bonus received for early completion and project involved.

ITEM V: **Bonding Capacity and Insurance:**

Not Used

ITEM VI: **Financial Condition:** Not Used.

ITEM VII: **Qualifications of Key Personnel:**

Provide information on the below key personnel you propose and intend for this project. If more than one person is proposed for this project, provide information on each. Demonstrate that the Project Manager and/or Superintendent has experience with similar projects, i.e. occupied laboratory or hospital projects, close owner/operator coordination, and quality management experience. Please submit the name and contact information for owners and A&E teams on the listed projects so that we may contact them during our evaluation and prequalification.

a. Project Manager
   (1) Resume.
   (2) Experience: List of projects of similar size, type and systems.
   (3) References, with current phone numbers, outside your company to verify experience.
   (4) Will this person be available uninterrupted through the completion of the project?

b. Project Superintendent
   (1) Resume.
   (2) Experience: List of projects of similar size, type and systems.
   (3) References, with current phone numbers, outside your company to verify experience.
   (4) Will this person be available uninterrupted through the completion of the project?

ITEM VIII: **Schedule Control:**

a. N/A.

ITEM IX: **Current Workload/Capacity to Complete this Project:**

a. List current projects, dollar volume by project, and anticipated completion dates of current projects.

ITEM X: **Estimated Construction Period** - Not Used.
ITEM XI: **Project Management** – Not Used.

ITEM XII: **Performance Following Pre-qualification:**

List previous projects your firm has been pre-qualified for and the extent that your firm completed bid submittals following pre-qualification.

ITEM XIII: **Percentage of Local Subcontractor Involvement:**

N/A

ITEM XIV: **Minority Participation Involvement:**

It is the general policy of the State of Colorado to be as inclusive to all member communities when spend taxpayer dollars. Provide your firm’s anticipated Minority Business Enterprises (MBE) and Women Business Enterprise (WBE) participation goals for this project. Refer to and fill out the attached Minority and Women Business Enterprise Participation Report.

ITEM XV: **Affidavit:**

Complete and sign the sample affidavit found in Section D.
SECTION C: EVALUATION CRITERIA

Listed below, corresponding to the Item numbers in Section B (Submittal Requirements), are the general criteria to be used to judge and score the submittals for pre-qualification. Other pre-established information (such as the weight established for the value of a given score and such as required minimum scores for a give Item number) will be used by the pre-qualification panel, but will not be available to general contractors. Refer to Section A, Item 1 for reference.

ITEM I: General Introduction:

No scoring will be done with regard to this item. However, submittals which do not include the requested information will be given no further consideration.

ITEM II: Location:

a. It is a minimum requirements to have continuously maintained a Colorado office for the last three years, preference will be given to those Contractors with home offices located in Colorado.

ITEM III: General Firm Experience:

a. It is a minimum requirement for pre-qualification that the General Contractor's office shall have successfully completed three projects of not less than $500,000.00 of similar complexity as defined in Section A, Item II. Meeting this requirement will suffice. However, scoring will occur on this item based on the number of projects in this category and based upon the extent that the projects match the minimum requirements of size and complexity.

ITEM IV: Successful Project Completion:

a. & b. This item has no minimum requirement. Scoring will be based upon the extent that judgements, and the extent of damages paid or bonuses received indicate the ability to successfully complete projects. Failure to supply this information will disqualify the submittal from further consideration.

ITEM V: Bonding Capacity and Insurance:

Not Used

ITEM VI: Financial Condition: - Not used.
ITEM VII: Qualification of Key Personnel:

a. & b. Scoring will be based upon the indicated ability of the key personnel, based on experience, to successfully manage and supervise the project. Failure to supply this information may disqualify the submittal from further consideration.

ITEM VIII: Schedule Control:

Not Used

ITEM IX: Current Workload/Capacity to Complete this Project:

This item has no minimum requirement. However, scoring will be based upon the indicated ability to successfully add this project to current workload based on information requested. Failure to supply this information may disqualify the submittal from further consideration.

ITEM X: Estimated Construction Period - Not Used

ITEM XI: Project Management:

Not Used

ITEM XII: Performance Following Pre-qualification:

Scoring will be based on the number of projects your firm has been pre-qualified for and upon the extent that your firm has completed bid submittals following pre-qualification.

ITEM XIII: Percentage of Local Subcontractor Involvement:

Not Used

ITEM XIV: Minority Participation Involvement:

This item will not be scored.

ITEM XV: Affidavit:

This item will not be scored. However, failure to supply this information may disqualify the submittal from further consideration.
SECTION D: MISCELLANEOUS INFORMATION:

ITEM I: Status of Pre-Qualification:

The University of Colorado at Boulder reserves the right to reconsider the pre-qualification status of any contractor at any time in accordance with the conditions of the affidavit submittal.

ITEM II: Confidentiality:

All submitted materials will be kept confidential. The submittals will not, however, be returned.

ITEM III: Affidavit:

Complete as instructed in Section B. Item XV the appropriate sections on the following pages.

ITEM IV: Number of Submittal Copies Required:

Fire Suppression Sub-Contractors shall submit two copies of the pre-qualification submittal document.
AFFIDAVIT FOR INDIVIDUAL

(Name of individual), doing business as (Name of Firm)

certifies and says: That he/she is the person submitting this statement of experience; that he/she has read the same and that the same is true of his own knowledge; that the statement is for the purpose of pre-qualifying to bid this project, and that any depository, vendor or other agency therein named is hereby authorized to supply the University of Colorado at Boulder with any information necessary to verify the statement; and that furthermore, should this statement at any time prior to the bid date cease to properly and truly represent the condition of said firm in any substantial respect, they will immediately submit appropriate revision for additional consideration understanding that any substantial changes may be grounds for reconsideration of pre-qualification status.

I certify and declare under penalty of perjury that the foregoing is true and correct.

Subscribed on ___________ at ___________. ___________. State of ___________.

date) (city) (county)

(Applicant must sign here)
AFFIDAVIT FOR CORPORATION

_________________________________________ certifies and says: That he is

(Name of Officer)

_________________________________________ of the ____________________________________________.

(Official Capacity) (Name of firm)

corporation submitting this statement of experience and financial condition; that he has read the same and that the
same is true of his own knowledge; that the statement is for the purpose of pre-qualifying to bid this project, and that
any depository, vendor or other agency therein named is hereby authorized to supply the University of Colorado at
Boulder with any information necessary to verify the statement; and that furthermore, should this statement at any
time prior to the bid date cease to properly and truly represent the condition of said firm in any substantial respect,
they will immediately submit appropriate revision for additional consideration understanding that any substantial
changes may be grounds for reconsideration of pre-qualification status.

I certify and declare under penalty of perjury that the foregoing is true and correct.
Subscribed on ______________ at ____________________________, ______________, State of ______________.

(date) (city) (county)

Note: Use full corporate name and
Attach corporate seal here.

(Officer must sign here)

CORPORATION

If a corporation, answer this:

When incorporated ________________________________

In what State ________________________________

President's name ________________________________

Vice President's name ________________________________

Secretary's name ________________________________

Treasurer's name ________________________________
Institution/Agency: University of Colorado at Boulder
Project No./Name: PR 003880 – CM-M08022 RAMY – Fire Suppression – Phase 1 of 2

TO BE ELIGIBLE FOR AWARD OF THIS CONTRACT, EACH CONTRACTOR (INCLUDING ARCHITECT/ENGINEER/CONSULTANT) IS REQUESTED TO COMPLY WITH THESE REQUIREMENTS.

I. The undersigned contractor hereby certifies that the (company) (joint venture) (is) (is not)* a minority enterprise as defined in this report. The undersigned contractor hereby certifies the (company) (joint venture) (is) (is not)* a woman-owned business enterprise as defined. (*Strike out where inapplicable.)

If Corporation:

Corporation Name

By: ____________________________

Date

Title

If Sole Proprietorship/Partnership:

Architect/Engineer/Consultant or Contractor

By: ____________________________

Date

Title

ATTEST:

By: ____________________________

Secretary

Date

II. It is the general policy of the State of Colorado to be as inclusive as possible to all member communities when spending taxpayer dollars.

III. REQUIREMENTS

A. Minority Business Enterprise (MBE) means, for the purpose of this report, a business enterprise at least 51 percent that is owned and controlled by minority group members, or, in the case of a publicly owned business, at least 51 percent of the stock of which is owned and controlled by minority group members. Eligible persons are expected to be engaged full time in the day-to-day operation and management of the business. Minority group members are ethnic minorities including African American, Hispanic American, Native American or Asian/Pacific American.

B. Women Business Enterprise (WBE) means, for the purpose of this report, a business enterprise of at least 51 percent of which is owned and controlled by a woman or women, or, in the case of a publicly-owned business, at least 51 percent of the stock of which is owned and controlled by women. Women are expected to be engaged full time in the day-to-day operation and management of the business.

C. The State of Colorado does not have a certification process nor does it require MBE's and WBE's to be certified EXCEPT for certain contracts for highway and bridge construction administered by the Colorado Department of Transportation.
D. The percentages of minority and women-owned business participation will be determined by dollar value of the work subcontracted to or joint ventured with minority and women-owned firms, as compared to the total dollar value of the bid amount for all work bid under this contract.

E. Prior to the award of this contract, the contractor will be required to provide to the Principal Representative a list of M/WBE enterprises, stipulating the dollar amount of each subcontract or supplier of materials on page 2 of this Minority and Women Business Enterprises Participation Report.

F. The contractor will retain records and documents showing the level of participation for two years following completion of this contract. These records and documents, or copies thereof, will be made available at reasonable times and places for inspection by an authorized representative of the Principal Representative, or its designated representatives, and will be submitted to such representatives upon written request.

MBE: Yes ☐ WBE: Yes ☐  
No ☐ No ☐  

Total Contract Amount: $____________

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<tr>
<th>Name and Address of M/WBE Subcontractors and/or Suppliers and/or Self-Performed Work by M/WBE Primes*</th>
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*Indicate ethnicity based on Paragraph III. A. above.

Total MBE Contracts: $____________  
Total WBE Contracts: $____________  
Total MBE %: ____________________  
Total WBE %: ____________________