

# GENERAL CONTRACTOR PREQUALIFICATION REQUEST FOR QUALIFICATIONS

*for the*

**CWP HIGH HEAD WELL PUMP HOUSE PROJECT-  
WELLS #7, #16, & #17**

April 2023



**CENTRAL UTAH WATER**  
CONSERVANCY DISTRICT

## **General**

Central Utah Water Conservancy District ("District") has issued a Request for Qualifications ("RFQ") to interested general contractors to be prequalified for construction of the CUWCD CWP Wellhouses #7, #16, & #17. This RFQ provides instructions for submittal of contractor's qualifications to be prequalified and describes the evaluation criteria to be used by the Owner in the evaluation of submitted qualifications.

## **Purpose**

The purpose of the prequalification process is to select only those contractors that the Owner deems to be qualified and capable of successfully completing the Project based on the contractor's expertise, experience, performance on previous similar projects, proposed project personnel, current ability, resources to perform the work, and other criteria described herein. Only prequalified contractors will be allowed to submit bids.

Subcontractors, specialty trades, equipment suppliers, and other manufacturers do not require prequalification. However, prequalified contractors may be required to submit, together with their bid, documentation demonstrating adherence to certain minimum qualifications and/or experience requirements for the aforementioned parties as may be required by the Contract Documents. Failure to provide documentation showing compliance with the required qualifications and/or experience for subcontractors and/or suppliers may result in the prequalified contractor's bid being considered non-responsive and being rejected by the Owner.

Selection as a prequalified general contractor does not imply the Owner's acceptance or approval of the contractor's specific personnel, equipment or methods, whether or not these items are described in the contractor's proposal, nor does it ensure that the contractor's bid will be considered responsive or responsible.

## **Project Description**

The Project will be constructed on three separate properties all owned by the District. The three property locations are:

- Well 7 – Approximately 435 E 400 North, Vineyard City, Utah County, Utah. Parcel number 40:455:0071. Adjacent to Trailside Elementary School.
- Well 16 – Approximately 700 E 1300 N, Vineyard City, Utah County, Utah. Parcel number 40:474:0003. Adjacent to the old Geneva Nitrogen Plant property.
- Well 17 – 351 N Geneva Rd, Vineyard City, Utah County, Utah. Parcel number 40:587:0013.

The Project in general includes construction of three new culinary well houses with the following major project elements:

- Constructing three (3) masonry pump houses (estimated 6,000 gpm capacity each) with asphalt shingle roofs, including all HVAC, electrical, paving, security, cameras, lighting, and associated site work
- Furnishing and installing all yard piping, drain lines, pump to waste lines, surge tank & vault, well connection vault, connection to existing water lines, and associated work
- Furnishing and installing 1,250 HP vertical turbine pumps, including well head modifications, piping, valving, controls, instrumentation, and SCADA programming

- At Well 16, furnishing and installing gaseous chlorination equipment, controls, instrumentation, and piping
- At Well 16, furnishing and installing an approximate 1250 kW backup power generator, automatic transfer switch, panels, and associated work
- Complete start-up of the pumps, backup generator, chlorination system, instrumentation and controls including loop testing, factory acceptance testing, and equipment set up
- All other associated items and appurtenant work as more fully contained in the bidding documents

The Project will be awarded to a single contractor. All work shall be complete and operational by April 1, 2025, including all testing, training, warranty, and start-up and commissioning services, and all other work necessary to construct the facilities in accordance with the contract drawings and specifications.

### **Submittal Procedure**

**Qualifications are to be submitted via QuestCDN (Quest Number: 8464510) by 2:00 P.M. on Friday, May 5, 2023.** One (1) pdf copy of the contractor's qualifications shall be submitted. Table 1 (included as an attachment to the proposal and available Excel file) shall also be submitted. Electronic pdf files shall be organized and, wherever possible, shall be generated electronically directly from the native document software rather than scanned copies.

The qualifications shall not exceed 15 pages in length, not counting individual personnel resumes or company financial information. Any proposal failing to clearly present all the requested information or failing to be in the requested format may be considered non-responsive and rejected.

In accordance with State Law, qualifications are a public record and are subject to public review upon request. However, a contractor may request that any part of its qualifications be designated a protected record and not available for public release by complying with Utah Law, 63G-2-309(1). To do this, contractors must provide the Owner with a written claim of business confidentiality and a concise statement of reasons supporting this claim. This information must be submitted together with the qualifications to be considered.

The Owner reserves the right to request a contractor clarify any part of their qualifications. Response to such requests must be made in writing and will become part of the qualifications. Unsolicited supplementary information and materials received after the deadline will not be considered in the evaluation. All contractor qualifications will become and remain the property of the Owner.

### **Project Schedule**

The following project schedule is tentative and subject to change prior to bidding at the Owner's sole discretion:

Advertise for Contractor Qualifications .....	April 16, 23, 30, 2023
RFQ information available at <a href="http://www.questcdn.com">www.questcdn.com</a> .....	April 17, 2023
Contractor Qualifications Due .....	2:00 P.M., May 5, 2023
Prequalified Contractors Notified .....	May 15, 2023
Bidding Documents Available to Contractors .....	May 18, 2023
Contractor Site Visit (Mandatory) .....	10:00 A.M., May 25, 2023

Contractor Bids Due .....	2:00 P.M., June 15, 2023
Notice of Award .....	June 21, 2023
Notice to Proceed .....	July 5, 2023
Substantial Completion.....	April 1, 2025
Readiness for Final Payment.....	June 15, 2025

Owner reserves the right to cancel, delay, or postpone bidding and award of Project for any reason that the Owner deems necessary and in its best interest.

## Content of Qualifications

The qualifications shall include the information requested below. The organization of the qualifications shall generally follow the outline below:

Section 1	Title Page
Section 2	Contractor Prequalification Information Form
Section 3	Personnel and Qualifications
Section 4	Previous Project Experience
Section 5	Financial Information

### Title Page

The title page shall identify the document as a prequalification proposal and shall include the name of the Owner, the name of the Project, and the name and contact information of the contractor submitting the qualifications.

### Contractor Prequalification Information Form

The contractor shall complete and **sign** the attached Contractor Prequalification Information Form and include it with the qualifications.

### Personnel and Firm Qualifications

Present information on up to three separate projects for key personnel who will be assigned to the Project including the proposed Project Manager, Project Superintendent, Foreman and other key personnel on your project team. Use the attached form titled "*Table 1: Contractor Prior Work Experience*" (**A separate copy of Table 1 must be submitted in native Excel format**). More than one individual may be listed for the specific positions stated above provided that each person meets the qualification and experience requirements provided herein. Only those key personnel shown in the qualifications will be permitted to be assigned to the Project (substitutions of key personnel not shown in the proposal will not be allowed). Describe the background and experience of each of these individuals. Provide *detailed* resumes for all key personnel.

Describe the approach to scheduling and accomplishing the work, including safety and quality control programs. Identify which major trade work (i.e. excavation, concrete, yard piping, mechanical installation, mechanical piping, pump installation, instrumentation, electrical, masonry, roofing, etc.) will be completed by the contractor's own forces and which will be performed by subcontractors. Note that the final bidding documents will have a requirement for the prequalified contractor to self-perform a certain percentage of the Project, which typically ranges from 50%-70% for this type of project.

### Previous Project Experience

Present information on similar projects completed by the contractor using the attached form titled, "*Table 1: Contractor Prior Work Experience*." Projects listed shall demonstrate experience in the areas indicated. Contractor shall clearly list the company's role for each of the projects listed and indicate which key personnel were involved in the project and their respective roles. Contractor's previous project experience may be discounted or dismissed entirely if currently proposed key personnel were either not involved in the prior project or were not employed by your company when the prior project was constructed. The projects listed should demonstrate experience of the company and its personnel in construction of culinary water pump houses, pump installation, gaseous chlorination systems, and related mechanical work.

### Financial Information

Submit a certified financial statement for the contractor's most recent accounting period. Submit a letter from contractor's surety company specifying contractor's total bonding capacity and current unused bonding capacity. Submit additional references and information sufficiently comprehensive to permit an appraisal of contractor's current financial condition.

### **Evaluation of Qualifications**

Qualifications will be evaluated based on the following criteria:

- Previous experience of company on similar projects, including:
  - Demonstration of ability to meet high architectural standards with precision in dimensions and finishes
  - Coordination of equipment foundations, embeds, critical electrical and mechanical utilities, and related structural elements
  - Installation of gaseous chlorination systems
  - Installation of HVAC systems using circulated cooling water
  - Installation of ductile iron piping, welded steel piping, copper piping, valves, flow meters, pumps, compressors, buried surge tanks, and similar items
  - Coordinating electrical and instrumentation subcontractors
  - Start up and commissioning of all systems
- Qualifications and experience of proposed key personnel
- Contractor past performance/references
- Contractor resources, availability of key personnel, and current workload
- Overall financial condition of company

Qualified contractors must meet the following minimum criteria:

- Contractor shall hold a current Utah contractor's license in a classification appropriate to this Project
- Contractor shall have a minimum available bonding capacity equal to or greater than \$15.0 million
- Experience in the construction of at least two pump houses with minimum 500 hp motors and 2,500 gpm pump capacity within the past 10-years

- Experience constructing project within a constrained urban environment including coordination with utility companies, stakeholders, and the public
- Contractor's proposed Project Manager shall have at least 10 years relevant experience, with a minimum of 5 years as a Project Manager, and shall have been Project Manager on the construction of at least one culinary well house with similarly sized facilities and equipment
- Contractor's proposed Superintendent shall have at least 10 years experience and shall have been Superintendent on the construction of at least one culinary well house with similarly sized facilities and equipment
- Contractor shall demonstrate the ability to meet the project schedule and shall have the necessary experience, manpower, equipment, and other resources required to successfully complete the Project

The Owner shall be entitled to contact each and every reference listed by the contractor. The contractor, by submitting a qualification, expressly agrees that any information concerning the contractor in possession of said entities and references may be made available to the Owner and may be used in the evaluation of the contractor's overall qualifications.

Prequalification does not exempt a contractor from meeting any of the requirements of the Contract Documents. The contractor's proposal is not part of the Contract Documents nor does it constitute part of the contractor's Bid.

#### **Notification of Prequalified Contractors**

All contractors submitting proposals will be notified in writing if they did or did not prequalify. A brief explanation of reasons for not prequalifying will be provided to unsuccessful contractors. Only contractors which are prequalified will be invited to submit bids. The Owner's decision will be final.

## CONTRACTOR PREQUALIFICATION INFORMATION FORM

Complete the following information and submit this form with the proposal.

1. Contractor's name: \_\_\_\_\_
2. Business address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Telephone number: \_\_\_\_\_
4. Fax number: \_\_\_\_\_
5. Email address: \_\_\_\_\_
6. Firm type:    Corporation    Partnership    Individual    Joint Venture
7. Date company was organized: \_\_\_\_\_
8. List the names and titles of key individuals and/or officers of the firm:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Number of permanent office and support employees: \_\_\_\_\_  
Number of permanent field employees: \_\_\_\_\_
10. How long has company been doing work similar to proposed Project: \_\_\_\_\_
11. Contractor's License:  
    Primary trade classification: \_\_\_\_\_  
    License no. and expiration date: \_\_\_\_\_  
    State(s) in which licensed: \_\_\_\_\_  
    Name on license (if different than contractor name):  
    \_\_\_\_\_
12. Contractor's Surety (name, address, telephone number and contact person):  
    \_\_\_\_\_
13. Contractor's Bank or Financial Institution (name, address, telephone number and contact person):  
    \_\_\_\_\_  
    \_\_\_\_\_
14. Contractor's Insurance Company (name, address, telephone number and contact person): \_\_\_\_\_  
    \_\_\_\_\_

15. Has the contractor, or any of its parents or subsidiaries, ever had a bankruptcy petition filed in its name, voluntarily or involuntarily? \_\_\_\_\_. If yes, specify date, circumstances, resolution and other details on separate page.
16. Are there any unresolved claims or disputes on any work awarded to the Contractor during the past five years? \_\_\_\_\_. If yes, give Owner's name and details on separate page.
17. Has the contractor ever failed to complete any work that it was awarded? \_\_\_\_\_. If yes, give Owner's name and details on separate page.
18. Does the contractor maintain a permanent safety program? \_\_\_\_\_. If yes, provide a brief summary or outline of the program.
19. Does the contractor have a formal quality assurance program? \_\_\_\_\_. If yes, provide a brief summary or outline of the program.
20. List on Table 1 information on your company's experience on similar projects. Also, list information for key personnel who will be assigned to the project including the proposed Project Manager, Project Superintendent, Foreman, and other key personnel on your project team. Projects listed shall demonstrate experience in the areas indicated. Contractor shall clearly list the company's role for each of the projects listed and indicate which key personnel were involved in the project and their respective roles. Contractor shall have experience within the last 10 years in the construction of at least one 500 hp pump or larger culinary well house with similarly sized facilities and equipment.
21. Has the Contractor ever performed work previously for the District? \_\_\_\_\_. If yes, list below the last three projects and approximate dates the work was performed.

PROJECT

DATES

_____	_____
_____	_____
_____	_____

22. Have liquidated damages ever been levied against the Contractor for failing to complete any project on time? \_\_\_\_\_

I hereby warrant that the information presented in this proposal is true, accurate and complete.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



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### Financial Information

Submit a certified financial statement for the contractor's most recent accounting period. Submit a letter from contractor's surety company specifying contractor's total bonding capacity and current unused bonding capacity. Submit additional references and information sufficiently comprehensive to permit an appraisal of contractor's current financial condition.

### **Evaluation of Qualifications**

Qualifications will be evaluated based on the following criteria:

- Previous experience of company on similar projects, including:
  - Demonstration of ability to meet high architectural standards with precision in dimensions and finishes
  - Coordination of equipment foundations, embeds, critical electrical and mechanical utilities, and related structural elements
  - Installation of gaseous chlorination systems
  - Installation of HVAC systems using circulated cooling water
  - Installation of ductile iron piping, welded steel piping, copper piping, valves, flow meters, pumps, compressors, buried surge tanks, and similar items
  - Coordinating electrical and instrumentation subcontractors
  - Start up and commissioning of all systems
- Qualifications and experience of proposed key personnel
- Contractor past performance/references
- Contractor resources, availability of key personnel, and current workload
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- Experience constructing project within a constrained urban environment including coordination with utility companies, stakeholders, and the public
- Contractor's proposed Project Manager shall have at least 10 years relevant experience, with a minimum of 5 years as a Project Manager, and shall have been Project Manager on the construction of at least one culinary well house with similarly sized facilities and equipment
- Contractor's proposed Superintendent shall have at least 10 years experience and shall have been Superintendent on the construction of at least one culinary well house with similarly sized facilities and equipment
- Contractor shall demonstrate the ability to meet the project schedule and shall have the necessary experience, manpower, equipment, and other resources required to successfully complete the Project

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2. Business address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Telephone number: \_\_\_\_\_
4. Fax number: \_\_\_\_\_
5. Email address: \_\_\_\_\_
6. Firm type:    Corporation    Partnership    Individual    Joint Venture
7. Date company was organized: \_\_\_\_\_
8. List the names and titles of key individuals and/or officers of the firm:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Number of permanent office and support employees: \_\_\_\_\_  
Number of permanent field employees: \_\_\_\_\_
10. How long has company been doing work similar to proposed Project: \_\_\_\_\_
11. Contractor's License:  
    Primary trade classification: \_\_\_\_\_  
    License no. and expiration date: \_\_\_\_\_  
    State(s) in which licensed: \_\_\_\_\_  
    Name on license (if different than contractor name):  
    \_\_\_\_\_
12. Contractor's Surety (name, address, telephone number and contact person):  
\_\_\_\_\_
13. Contractor's Bank or Financial Institution (name, address, telephone number and contact person):  
\_\_\_\_\_  
\_\_\_\_\_
14. Contractor's Insurance Company (name, address, telephone number and contact person): \_\_\_\_\_  
\_\_\_\_\_

15. Has the contractor, or any of its parents or subsidiaries, ever had a bankruptcy petition filed in its name, voluntarily or involuntarily? \_\_\_\_\_. If yes, specify date, circumstances, resolution and other details on separate page.
16. Are there any unresolved claims or disputes on any work awarded to the Contractor during the past five years? \_\_\_\_\_. If yes, give Owner's name and details on separate page.
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By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_