



**Solicitation Information
August 1, 2016**

SOLICITATION NUMBER: 7550842PH1

**SOLICITATION TITLE: General Contractor Pre-Qualification
Rhode Island College – Adams Library Student Services Renovation**

Submission Deadline: Thursday August 25, 2016 at 11:00 am (Local Time)

Questions concerning this solicitation may also be e-mailed, in Word format to the Division of Purchases at thomas.bovis@purchasing.ri.gov no later than **8/11/2016 at 4 PM (LT)** Questions should be submitted in a *Microsoft Word* attachment. Please reference the RFQ # on all correspondence. Questions received, if any, will be answered and posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

BOND: A bonding capacity commitment letter from a bonding company authorized to conduct business in Rhode Island is required for Phase 1 participation.

RIVIP REGISTRATION: Vendors must be registered through the online Division of Purchases' Rhode Island Vendor Information Program ("RIVIP") at www.purchasing.ri.gov. To register or update information, click on "Vendor Center," then "Vendor Information" from the dropdown menu on the left.

BIDDER CERTIFICATION COVER FORM: Vendors must complete and include a Bidder Certification Cover Form with the Pre-qualification- General Contractor– Phase1 submission.

**Thomas Bovis
Interdepartmental Project Manager**

Rhode Island College
Adams Library Student Services Renovation
Providence, Rhode Island

GENERAL CONTRACTOR PREQUALIFICATION

REQUEST FOR QUALIFICATIONS (RFQ)

and

STATEMENT OF QUALIFICATIONS (SOQ)

Rhode Island Board of Education/Rhode Island College (RIC)

**Rhode Island College | Adams Library Student Services Renovation
General Contractor Prequalification**

Part One: RFQ

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(to be completed by the General Contractor)

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PART ONE: RFQ

Section I: General Project Information

Agency:	<i>Rhode Island Board of Education, on behalf of Rhode Island College (RIC)</i>
Project Name:	<i>RIC – Adams Library Student Services Renovation</i>
Project Location:	<i>Providence, Rhode Island</i>
Project Description:	<i>Renovation of Existing Facilities</i>
Estimated Project Cost:	<i>\$3,500,000</i>
Estimated Project Duration:	<i>9 months</i>
Owner’s Project Manager:	<i>RIC – Capital Projects Administration ATTN: Kevin Fitta 600 Mount Pleasant Avenue Providence, RI 02908</i>
Project Architect:	<i>Robinson Green Beretta Corp. ATTN: David DeQuattro 50 Holden Street Providence, RI 02908</i>

Section II: Detailed Project Description

In 2012 the voters approved \$50 million in General Obligation Bonds for the renovation and modernization of academic buildings (Gauge Hall and Craig-Lee Hall) at Rhode Island College including the renovation, upgrade and expansion of health and nursing facilities (Fogarty Life Science) on the campus of Rhode Island College. The Adams Library Student Services Renovation project develops new space for various student support departments that currently occupy Craig-Lee Hall. Ahead of the forthcoming renovation of Craig-Lee Hall, time is of the essence in delivering these renovated spaces in order for the modernization of Craig-Lee to commence. This project pertains only to the Student Services Renovations of Adams Library and does not include Fogarty Life Science, Gauge Hall or Craig-Lee Hall.

The project involves extensive renovation of the lower level of the Adams Library, HVAC and elevator work. Our primary concern is to maintain project schedule, as failure to meet schedule on this current project will have significant impacts to the college programs. RIC is targeting mid-fall 2016 construction start.

The Adams Library staff has already begun the process of relocating stacks and the collection from the lower level area that is to be renovated, thus leaving a largely unobstructed construction site. As the Library will remain operational throughout the project work, safety of occupants is paramount to the success of the project. While the main body of work will take place in the unoccupied lower level, it is adjacent to occupied library stacks. The construction of a new elevator will impact all floors of the building, as will the decommissioning of the existing elevator and infill of the existing shaft. Proper notification of work and clear and accurate construction look-aheads, along with well-placed signage, temporary and long-term physical barriers will be required to effectively maintain separation of occupied and work zones and minimize disruption to this key campus facility.

The project includes renovation of a large section of the lower level of the library, constructed in 1976, replacement of various mechanical equipment – including an air handling unit and a heat exchanger – construction of a new elevator shaft and installation of a new elevator, expansion of restrooms, and general construction work, including partition walls, flooring and finishes. The total construction costs are expected to be approximately \$3.5 million. Construction related activities will include mechanical, electrical, and plumbing system upgrades, environmental abatement and demolition activities.

The contractor will be responsible for working around, protecting, and keeping active occupied areas with limited disruption of services.

The new facility will conform to International Green Construction Code requirements as required by the State of Rhode Island.

The construction schedule for the project is six (6) months. It is anticipated that construction will commence in November 2016 and be substantially complete by May 1, 2017.

Section III: General Instructions

General Contractors (“Respondents”) who want to be considered for prequalification for the *Adams Library Student Services Renovation* project are required to submit a Statement of Qualifications (“SOQ”) application package as follows:

A. Contents of *Statement of Qualifications* Application Package

The required *SOQ application package* consists of the following:

1. GC RFQ Form (attached)
2. Schedules A through K to GC RFQ Form;
3. All supporting documentation referenced and required therein; and
4. Required number of copies of items 1-3 above

B. Submission

An original, plus five (5) complete copies of the Respondent’s *SOQ application package* and a CD with the complete copy must be received by the Division of Purchase on or before the Submission Deadline as set forth in Section 1 as determined by the Division of Purchases’ official time clock. All envelopes should be mailed or delivered to:

***Rhode Island Department of Administration Division of Purchases
One Capitol Hill 2nd Floor
Providence, RI, 02908***

Proposals misdirected to other State locations or which are otherwise not received by the Division of Purchases office prior to the time of opening for any cause shall be determine to be late and will not be accepted or considered. Proposals emailed or faxed will not be accepted or considered.

C. Instructions and Notifications to Respondents:

- a. Respondent are advised to review all sections of this Request carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.
- b. Proposals are considered to be irrevocable for a period of not less than sixty (60) days following the opening date, and may not be withdrawn, except with the express written permission of the State Chief Purchasing Officer.
- c. All costs associated with developing or submitting the SOQ in response to this Request, or to provide oral or written clarification of its content shall be borne by the Respondent.
- d. In accordance with R.I. Gen. Laws §7-1.2-1401 no foreign corporation has the right to transact business in Rhode Island until it has procured a certificate of authority so to do from the Rhode Island Secretary of State (401-222-0340).
- e. Respondents are advised that all materials submitted for consideration in response to this Request will be considered to be public records, as defined in Title 38 Chapter 2 of the Rhode Island General Laws, unless noted herein, and will be released for inspections immediately upon request, once and award has been made.
- f. It is intended that an award pursuant to this Request will be made to a prime contractor, who will assume responsibility for aspects of the work. Joint venture and cooperative proposals will not be considered, but subcontracts are permitted provided that their use is clearly indicated on the

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Respondent's proposal, and the subcontractor(s) proposed to be used are identified in the proposal.

- g. The State of Rhode Island has a requirement of ten percent (10%) participation of Minority Business Enterprises (MBE) in all State procurements. For further information, see www.mbe.ri.gov or contact the MBE office at 401-574-8253.
- h. Equal Employment Opportunity: R.I. Gen. Laws § 28-5.1-Declaration of Policy: Equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island State government, including all public and quasi-public agencies, commissions, boards, and authorities and in the classified, unclassified, and non-classified services of state employments. This policy applies in all areas where the state dollars are spent, in employment, public service, grants and financial assistance, and in state licensing and regulation. For further information contact the Rhode Island Employment Opportunity Office at 401-222-3090.
- i. The State of Rhode Island reserves the right to request clarification of any aspect of materials received or to request further information as might be required to adequately evaluate credentials and qualifications.
- j. The State of Rhode Island reserves the right to accept or reject any or all submissions received as a result of this solicitation, or to waive minor irregularities.
- k. Interested parties are encouraged to visit the R.I. Division of Purchases website www.purchasing.ri.gov on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this RFQ.
- l. Vendors wishing to do business with the State of Rhode Island must register with the Division of Purchases. Please refer to the Division of Purchases website and www.purchasing.ri.gov for more information.
- m. Any award resulting from this Request will be subject to the State of Rhode Island's "General Conditions of Purchase," which is available at: <http://www.ribghe.org/procurementregs113006.pdf>

D. Required Exterior Label for SOQ Application Package Envelope

SOQs should be submitted in a sealed envelope. All envelopes **must be labeled on the outside** with the following information:

RFQ for General Contractor Services

Project Name: RIC - Adams Library Student Services Renovation

Request for Qualifications No:

Respondent General Contractor's Name:

Respondent General Contractor's Address:

Respondent General Contractor's Telephone #

Respondent General Contractor's Contact Person:

E. Review/Availability of Construction Contract Documents

The Project is currently in the Construction Document phase. Design Development Documents are available for view on the RI State Division of Purchases website (www.purchasing.ri.gov).

Paper-format plans and specifications will also be available for review by appointment (401-456-

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8949) during normal business hours (Monday - Friday 8:30 AM to 4:30 PM) at the following location(s):

*Rhode Island College
Capital Projects – Physical Plant
600 Mount Pleasant Avenue
Providence, RI 02908*

F. Subcontractor Prequalification

The project will not require prequalification of subcontractors.

Section IV: Overview of the Prequalification Process

A. This *Request for Qualifications* (“RFQ”) is issued pursuant to R.I. Gen. Laws § 37-2-25.

Firms interested in providing general contractor services for the construction of the project described in Section I and Section II (“the Project”) MUST submit a *Statement of Qualifications* (“SOQ”) in response to this RFQ to the Rhode Island Division of Purchases as instructed in Section III and Section VI, herein.

B. The general contractor selection process for this Project is a two-phase process involving prequalification of bidders and competitive bidding. The project delivery method for construction will be by lump sum general construction contract. The State of Rhode Island shall prequalify firms interested in providing general contractor services for the Project through this RFQ prequalification process.

Section V: Administration/Schedule for Prequalification Process

A. Two-Phase Selection Process

Selection of the general contractor for the Project will be conducted in a two-phase process. General contractor firms must first be prequalified in the *Phase One – RFQ/Prequalification Phase* in order to bid on the Project in *Phase Two – RFP/Bidding Phase*.

1. Phase One – RFQ / Prequalification Phase

- **Submission of *Statement of Qualifications* (“SOQ”)** – Interested General Contractor firms (“Respondents”) must submit a completed SOQ; completed Schedules A through K, and all required supporting documentation referenced therein in response to this RFQ by the Submission Deadline set forth in Section I.
- **Prequalification Committee** – Rhode Island College has appointed a Prequalification Committee to review and evaluate the SOQs (and supporting documentation) submitted by Respondents.
- **Evaluation By Prequalification Committee** – The Prequalification Committee shall meet as necessary to evaluate and review the SOQs (and supporting documentation) submitted by each Respondent in accordance with the evaluation criteria set forth in Section VI.
- **Notice to Respondent General Contractors** – Rhode Island College anticipates concluding the RFQ evaluation and review process within the time set forth in Section V (B) herein. Upon completion of the evaluation and review process, the Prequalification Committee shall provide recommendations to the State’s Chief Purchasing Officer, who will determine the list of prequalified general contractors for the project. Written notice to all Respondents as to whether they are deemed prequalified or not will be issued by the Division of Purchases. Only prequalified Respondents shall also be invited to participate in Phase Two - RFP/Bidding Phase of the General

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Contractor selection process.

2. Phase Two – RFP / Bidding Phase

- Respondents determined in Phase One by the Chief Purchasing Officer to be prequalified will be invited to bid on the Project.

B. Anticipated Schedule for Prequalification / Bidding

Anticipated Completion of Prequalification Evaluations:	August 2016
Anticipated RFP to Prequalified Bidders:	September 2016
Anticipated Notice to Proceed:	November 2016
Anticipated Construction Schedule:	6 Months

Section VI: Evaluation Procedure / Criteria for Prequalification Selection

A. Sources of Information Considered

Respondents must submit documentation for evaluation criteria categories listed herein. Prequalification will be based on the submitted information and materials as well as information on prior project performance, information obtained from references, information obtained from governmental agencies and entities, vendor information records maintained by the Division of Purchases, and such other information as may be obtained relating to the evaluation criteria categories. The Prequalification Committee may also request and review additional information as necessary to clarify or supplement the information provided by the Respondent. Respondents that have unsettled disputes with Rhode Island College will not be considered.

Respondents must include the, GC RFQ Form and Schedules A through K attached hereto. Respondents must give complete and accurate answers to all questions and provide all the information requested. Making a materially false statement in this SOQ submission is grounds for rejection and debarment.

B. Evaluation Procedure

Rhode Island College has established a Prequalification Committee for the purpose of reviewing and evaluating responses to this RFQ. The Prequalification Committee shall evaluate the Respondents based on the evaluation criteria set forth herein and assign points based on the responses to each evaluation criterion category and subcategory provided herein. The Prequalification Committee shall prepare a written evaluation score form for each Respondent and provide a composite point rating and specific point rating for each of the evaluation criterion set forth herein. Only Respondents who have achieved the minimum points required in each category set forth herein and a minimum total score of seventy (70) shall be prequalified. Once finalized the recommendation of the Prequalification Committee shall be submitted to the Chief Purchasing Officer, who, in accordance with R.I. Gen. Laws § 37-2-25, will determine which Respondents are prequalified for the Project.

C. Criteria for Prequalification

SOQs must be submitted on the GC RFQ Form attached hereto. Respondents submitting an SOQ and supporting information in any other form will not be prequalified. The Prequalification Committee shall review and evaluate the information submitted by the Respondents in accordance with the point scheme set forth herein. The RFQ shall set forth the available points for each evaluation sub-category in order to

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provide Respondents prior notice of the points available in each sub-category.

1. **Management Experience – (up to 45 points available in this category; minimum of 30 points required in this category for prequalification approval)**
 - a. **Business Owners:** Provide the name, title, including a detailed description of the role and job responsibilities, scope of work, and number of years with the firm for each of the business owner(s) of the firm. If the Respondent is a partnership, then it **MUST** provide the requested information for each general and limited partner. If the Respondent is a corporation or limited liability company, then it **MUST** provide the requested information for each officer, director and/or member. *(up to 3 points available)*
 - b. **Management Personnel:** Provide the name, title, including a detailed description of the role and job responsibilities, scope of work, education, construction experience, years with the firm and a list of all projects completed for all management personnel who will have any direct or indirect responsibility over the Project, including but not limited to project executives, project managers, field superintendents, field engineers, and safety engineers. *(up to 20 points available for respondents that demonstrate that the management personnel have experience managing projects of similar size and scope as this project. Project Manager and Site Superintendent shall have at least ten (10) years of construction experience and shall have served in similar capacities on at least three (3) projects of similar size and scope as this project.)*
 - c. **Terminations:** Provide a list of any projects within the past five (5) years on which the Respondent was the general contractor and was terminated, held in default, or failed to complete the work. Include the name of the project, the timeframe of the project, and circumstances surrounding the termination or default. *(up to 7 points available for favorable record)*
 - d. **Legal Proceedings:** Provide information regarding each and every legal proceeding, administrative proceeding, and arbitration pending against the Respondent. In addition, provide information regarding each and every legal proceeding, administrative proceeding, or arbitration action concluded adversely to the Respondent within the past five (5) years, which relate to the procurement or any public or private construction contract. *(up to 5 points available for favorable record)*
 - e. **Safety Record:** Provide the three (3) year history of the Respondent’s workers’ compensation experience modifier. In addition, provide documentation from the Respondent’s insurance carrier supporting the rating history provided. *(up to 5 points available for favorable record)*
 - f. **MBE/WBE and Workforce Compliance Record:** Provide information and evidence of the Respondent’s compliance record with respect to Minority Business Enterprise and Women Business Enterprise goals and workforce inclusion goals for all projects completed which had such goals with the past three (3) years. *(up to 5 points available for favorable record)*
2. **Similar Project Experience - (up to 55 points available in this category; minimum of 40 points required in this category for prequalification approval) – Respondents must have successfully completed at least three (3) similar projects. Respondents must demonstrate that the projects listed were completed to the satisfaction of the owner and that the project was successfully managed (in particular schedule and sub-contractor management) and that the project was successfully closed out. Points will be awarded based upon the SOQ and confirmation with references for each project including owner and architect.**
 - a. **Project Experience (up to 30 points) -** Provide the project name(s), description, scope of work, original contract sum, final contract sum with explanation, and date of completion for each and every similar project undertaken by the Respondent in the last eight (8) years. For purposes of

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the RFQ, a “similar project” shall mean academic classroom building projects at institutions of higher education for renovation and new construction which are valued at more than \$30 million in construction contract value. Additionally, provide project information for any and all public, institutional or commercial projects completed within the past five (5) years with a construction contract value of over \$30 million; list the project name(s), description, scope of work, original contract sum, final contract sum with explanation, and date of completion for each project. For older projects, the above construction contract values may be presented in 2012 dollars escalated with the U.S. Department of Labor inflation calculator at http://www.bls.gov/data/inflation_calculator.htm.

- b. **Project Reference (up to 20 points):** Provide contact information for owner and architects for each and every project listed in response to Section VI (C) (2) (a). Information provided shall include project name and the names of the owners and architects, with current address, current telephone and fax numbers, and contact person for each. Note: The Prequalification Committee may also consider project reference information provided in response to Subsection 2 (c) herein.
- c. **Public Project Record (up to 5 points):** Provide a list of all completed public construction projects worked on during the past five (5) years with the project name, scope of work, contract value, start date, completion date, status of the project, owner’s name (including address, telephone number, fax number, and contact person) and architect’s name (including address, telephone number, fax number, and contact person).

3. Financial Capacity to Complete Projects – (pass/fail in this category)

- a. **Audited Financial Statement:** Submit an audited financial statement for the most recent fiscal year. The financial information submitted shall remain confidential and shall not be a public record.
- b. **Revenue Under Contract:** Submit anticipated revenue for projects under contract for the next three (3) years.
- c. **Financial Credit References:** Provide a minimum of five (5) credit references, including telephone and fax numbers of a contact person from key suppliers, vendors, and banks.

4. Mandatory Requirements – (no points assigned)

- a. **Bonding Capacity:** Respondents must provide a commitment letter (from a surety company licensed to do business in the State of Rhode Island and whose name appears on the United States Treasury Department Circular 570) for payment and performance bonds in an amount equal to or greater than one hundred percent (100%) of the estimated construction cost for the Project as set forth in the Section I.
- b. **Certification:** Respondents must provide evidence of being licensed and registered as a general contractor within the State of Rhode Island. Note: a valid Certificate of Authority issued by the Rhode Island Secretary of State’s Office (401-222-3040) is required for contract award.

Section VII: Additional Information

A. Status of Request for Qualifications

This RFQ is solely a request for qualifications information. It does not represent an offer nor does it confer any rights on any Respondent. The State of Rhode Island shall not be responsible under any circumstances for any costs incurred by any Respondent. The State of Rhode Island reserves the right to cancel this procurement at any time if it is the State’s best interest to do so.

B. Treatment of Information Submitted

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The State of Rhode Island and Rhode Island College shall have no obligation to treat any information submitted by a Respondent in connection with a SOQ as proprietary or confidential unless the State or College determines that the information legitimately requires such treatment. In such case, the State or College's obligation with respect to protection and disclosure of such information shall at all times be subject to applicable laws. The State and College shall have the right to use all or portions of the SOQ, as it considers necessary or desirable in connection with the Project. By the submission of a SOQ, Respondents grant to the State of Rhode Island an unrestricted license to use the SOQ, including all materials submitted therewith, in connection with the Project.

C. Communication between Rhode Island College and Respondents

During Phase One – RFQ / Prequalification Phase of this solicitation, all requests for information regarding RFQ terms and conditions, RFQ submission deadlines, technical questions related to the Project, or the issuance or status of any relevant addenda to the RFQ, must be submitted in writing to the email identified on page one of this solicitation:

Any issues brought to the attention of the Division of Purchases which requires clarification shall be addressed by issuance of a written addendum. Oral communications between Respondents and the Division of Purchases or the College shall have no legal force or effect. All addenda issued by the Division of Purchases shall be considered part of this RFQ. Respondents shall be required to acknowledge receipt of all addenda on the RFQ Proposal Response Form attached to this RFQ. The Division of Purchases shall post all addenda on the Rhode Island Division of Purchases website www.purchasing.ri.gov. It shall be the sole responsibility of Respondents to ascertain the existence of any and all addenda.

From the date of issuance of this RFQ, any Respondent who contacts directly or indirectly any official or employee of Rhode Island College, or the project designer, or the project manager, or any member of the Prequalification Committee in connection with the selection process or the contact contemplated herein for the Project shall be subject to disqualification.

D. Addition Submission Information

1. Management Experience – (up to 45 Points available, minimum of 30 points required for prequalification approval)

- a. **Business Owners (3 points):** Respondents **MUST COMPLETE Schedule A** and **MUST ATTACH** to it a resume for each and every business owner of your firm as set forth in Section VI (C) (1) (a) of Part One, of the RFQ for this Project.
- b. **Management Personnel (20 Points):** Respondents **MUST COMPLETE Schedule B** and **MUST ATTACH** to it a resume for each and every person who will have **any** management responsibility, direct or indirect, for the Project, including, but not limited to, project executives, project managers, field superintendents and field engineers, as set forth in Section VI (C) (1) (b) of Part One, of the RFQ for this Project.
- c. **Terminations (7 points):** Respondents **MUST COMPLETE Schedule D** and list each and every project on which your firm was terminated or failed to complete the work as set forth in Section VI (C) (1) (c) of Part One, of the RFQ for this Project.
- d. **Legal Proceedings (5 points):** Respondents **MUST COMPLETE Schedule E** and list any and all legal proceedings or administrative proceedings or arbitration currently pending against your firm. Respondents must also list each and every legal proceeding or administrative proceeding or arbitration concluded adversely against your firm within the past five (5) years as set forth in Section VI (C) (1) (d) of Part One, of the RFQ for this Project.

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- e. **Safety Record (5 points):** Respondents **MUST COMPLETE** *Schedule F* and provide three (3) year history of its workers' compensation modifier rating as set forth in Section VI (C) (1) (e) of Part One, of the RFQ for this Project, and **MUST ATTACH** to Schedule F documentation from its insurance carrier supporting the ratings reported therein or no points may be awarded.
 - f. **MBE/WBE and Workforce Compliance Record (5 points):** Respondents **MUST COMPLETE** *Schedule G* and provide copies of documents providing evidence of the firm's compliance record with respect to Minority Business Enterprise and Women's Business Enterprise participation goals and workforce inclusion goals for each and every project completed within the past three years that a contractual MBE/WBE participation goal or minority and women workforce goals as set forth in Section VI (C) (1) (f) of Part One, of the RFQ for this Project. In addition, Respondents **MUST ATTACH** documentation supporting the actual participation and inclusion amounts reported in Schedule G.
2. **Similar Project Experience (55 Points available, minimum of 40 points required for prequalification approval):**
- a. **Project Experience (30 points):** Respondents **MUST COMPLETE** *Schedule C* and list similar projects for the last eight (8) years. For each project, you must include the name, description of project, description of your firm's scope of work, original contract sum, final contract sum (with explanation) and date completed. For the purpose of the RFQ "similar projects" shall be defined as defined in Section VI (C) (2) (a) of Part One, of the RFQ for this Project. Additionally, provide project information for any and all public, institutional or commercial project completed within the past five (5) years with a construction contract of over \$3 million; list the project name(s), description, scope of work, original contract sum, final contract sum with explanation, and date of completion for each project.
 - b. **Project References (20 Points):** Respondents **MUST COMPLETE** *Schedule H* and provide project references from owners and architects for all projects as required in Section VI (C) (2) (b) of Part One, of the RFQ for this Project.
 - c. **Public Project Record (5 points):** Respondents **MUST COMPLETE** *Schedule J* and list all completed public building construction projects completed by your firm during the past five (5) years as required in Section VI (C) (2) (c) of Part One, of the RFQ for this Project.
3. **Financial Capacity to Complete the Project – (pass/fail in this category)**
- a. **Audited Financial Statement:** Respondents **MUST ATTACH** to the GC RFQ Form and audited financial statement for the most recent fiscal year (may be submitted in a sealed envelope). (Note: whether submitted in a sealed envelope or not, such audited financial statements shall not be considered public records).
 - b. **Revenue Under Contract:** Respondents **MUST COMPLETE** *Schedule K* and list revenue under contract for the next three (3) years. Such financial information shall not be considered public record.
 - c. **Financial Credit References:** Respondents **MUST COMPLETE** *Schedule I* and provide a minimum of five (5) credit references as required in Section VI (C) (3) (c) of Part One, of the RFQ for this Project.
4. **Mandatory Requirements – (no points are assigned)**
- a. **Payment and Performance Bonds:** Respondents **MUST ATTACH** to the GC RFQ Form a commitment letter (from a surety company licensed to do business in the State of Rhode Island and whose name appears on the United States Treasury Department Circular 570) for payment and performance bonds in an amount equal to or greater than one hundred percent (100%) of the estimated construction cost for the Project.

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- b. **Certification:** Respondents **MUST ATTACH** to the GC RFQ Form evidence of licensure and registration as a General Contractor within the State of Rhode Island.

5. Execution Requirements

- a. **RFQ Response Checklist:** Before signing and submitting its SOQ application package for this Project, Respondents are advised to carefully review the RFQ Response Checklist – GC RFQ Form.
- b. **Acknowledgement of Addenda:** By signing below, the Respondent **acknowledges receipt of the following addenda (as applicable)** to this RFQ:

Addendum No. 1 dated: _____

Addendum No. 2 dated: _____

Addendum No. 3 dated: _____

Addendum No. 4 dated: _____

- c. **Incomplete or Inaccurate Information:** Failure to accurately and completely provide the information requested by result in Respondent disqualification.
- d. **Authorization to Sign:** This form **MUST** be signed by an officer, or by an individual duly authorized by an officer, of the Respondent firm who has personal knowledge of the truth and accuracy of the information contained herein.
- e. **Debarment Status:** By signing below, the Respondent certifies that it is not currently debarred from performing public work for the State of Rhode Island or the Federal government.

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Part Two: Forms / Schedules

Section I: Statement of Qualifications Application for General Contractors GC RFQ Form

Note: See Sections III and VII of Part One, the RFQ for this Project, for instructions on completing this Statement of Qualifications and accompanying Schedules A through K.

Project Name:	<i>Adams Library Student Services Renovation</i>
RFQ Number:	<i>7550842PH1</i>
Owner:	<i>Rhode Island Board of Education, on behalf of Rhode Island College (RIC)</i>
General Contractor Name:	
General Contractor Mailing Address:	
General Contractor Street Address:	
Telephone Number:	
Facsimile Number:	
Contact Person/Title:	

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GC Firm Name: _____

SCHEDULE F – SAFETY RECORD: Interested General Contractors are required to provide the three (3) three year history of its workers’ compensation experience modifier and attached documentation from its insurance carrier supporting the ratings reported herein as set forth in *Section VI(C)(1)(e)* of *Part One*, the *RFQ* for this Project.

YEAR	WORKERS’ COMPENSATION EXPERIENCE MODIFIER	COMMENTS

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Application for General Contractors | Statement of Qualifications**

GC Firm Name: _____

SCHEDULE H - PROJECT REFERENCES: Interested General Contractors are required to list references for prior work your firm has performed as set forth in *Section VI(C)(2)(b) of Part One*, the *RFQ* for this Project.

PROJECT TITLE		COMPANY NAME	CONTACT PERSON/ ADDRESS	TELEPHONE #	FAX #	EMAIL
	Owner:					
	Designer:					
	Owner:					
	Designer:					
	Owner:					
	Designer:					
	Owner:					
	Designer:					
	Owner:					
	Designer:					

**Rhode Island College | Adams Library Student Services Renovation
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GC Firm Name: _____

SCHEDULE I - CREDIT REFERENCES: Interested General Contractors are required to list a minimum of five (5) credit references from banks, suppliers and/or vendors as set forth in *Section VI(C)(3)(c)* of *Part One*, the *RFQ* for this Project.

CHECK ONE	COMPANY NAME	CONTACT PERSON/ADDRESS	TELEPHONE #	FAX #
<input type="checkbox"/> BANK <input type="checkbox"/> SUPPLIER <input type="checkbox"/> VENDOR				
<input type="checkbox"/> BANK <input type="checkbox"/> SUPPLIER <input type="checkbox"/> VENDOR				
<input type="checkbox"/> BANK <input type="checkbox"/> SUPPLIER <input type="checkbox"/> VENDOR				
<input type="checkbox"/> BANK <input type="checkbox"/> SUPPLIER <input type="checkbox"/> VENDOR				
<input type="checkbox"/> BANK <input type="checkbox"/> SUPPLIER <input type="checkbox"/> VENDOR				

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GC Firm Name: _____

SCHEDULE J - PUBLIC PROJECT RECORD: – Interested General Contractors are required to list all completed public buildings during the past five (5) years in accordance with Section VI(C)(2)(c) of *Part One*, the *RFQ* for this Project. (You may attach additional pages if necessary).

PROJECT INFORMATION	CONTACT INFORMATION Provide business and contact name, address, telephone and fax
PROJECT NAME: CONTRACT VALUE: SCOPE: START DATE: FINISH DATE:	RIBGHE: DESIGNER:
PROJECT NAME: CONTRACT VALUE: SCOPE: START DATE: FINISH DATE:	RIBGHE: DESIGNER:
PROJECT NAME: CONTRACT VALUE: SCOPE: START DATE: FINISH DATE:	RIBGHE: DESIGNER:

**Rhode Island College | Adams Library Student Services Renovation
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GC Firm Name: _____

SCHEDULE K – REVENUE UNDER CONTRACT: – Interested General Contractors are required to list revenue under contract for next three (3) fiscal years in accordance with Section VI(C)(3)(b) of *Part One*, the *RFQ* for this Project.

Firm’s fiscal year runs _____ to _____.

YEAR	REVENUE UNDER CONTRACT (\$)

GC Firm Name: _____

RFQ RESPONSE CHECKLIST - GC RFQ Form

NOTE: LATE APPLICATIONS FOR PREQUALIFICATION WILL NOT BE CONSIDERED. THEREFORE, BEFORE SUBMITTING A RESPONSE TO THIS *RFQ*, PLEASE REVIEW THE FOLLOWING:

- Did you complete the entire *SOQ Form (GC RFQ Form)* and acknowledge receipt of addenda to this RFQ?
- Did you fully complete *Schedules A through K*?
- Did you attach the resumes of owners and management personnel identified in your responses to *Schedule A* and *Schedule B*?
- Did you attach the required documentation from your insurance company supporting the workers' compensation modifier history you reported in *Schedule F*?
- Did you attach the required documentation supporting the MBE/WBE and Workforce Compliance record you reported in *Schedule G*?
- Do you have the current contact information for all of the references you reported in *Schedule H*, *Schedule I* and *Schedule J*?
- Did you attach an audited financial statement as required in *Section 3(a) of Part Two, GC RFQ Form*?
- Did you attach a commitment letter from surety for payment and performance bonds as required in *Section 4(a) of Part Two, GC RFQ Form*?
- Did you attach evidence of being licensed and registered as a general contractor within the State of Rhode Island *Section 4(b) of Part Two, GC RFQ Form*?
- Did you include the original, all required copies and the CD of your entire *SOQ* application package?
- Did you address the *SOQ* envelope correctly (i.e. to reference the Project and other required information set forth herein)?
- Did you review all of the Execution Requirements before signing the *SOQ* application form?
- Is the person who signed the *SOQ* application form authorized to do so and did his or her correct and current contact information?