

Mecklenburg County Courthouse – Security Improvements & HVAC Controls Upgrades Mecklenburg County, NC

Prequalification for First –Tier Subcontractors under CM at Risk

Pursuant to the NC statute G.S.143-128.1, 143-135.8 for Prequalification of Bidders for Construction Projects, this form gathers information about the First Tier Subcontractors seeking to qualify for the work and provides a general format for the prequalification criteria. Evaluation of the submittal shall be performed by the Prequalification Committee in accordance with the statute and policies. Completion of this questionnaire does not guarantee prequalification.

(Passing Grade = 75 out of 100 points)

PREQUALIFICATION DUE DATE/TIME:

TBD, 2025
(due date)

05:00 PM
(due time)

Submitted to: Camila Cox

Contact Name receiving prequalifying packages

JE Dunn Construction

Agency/Institution

227 Southside Drive

Address

Suite C

Address

Charlotte, NC 28217

City/State Zip Code

704-554-0539

Phone number

704-554-0752

Fax Number

camila.cox@jedunn.com

E-mail address

Project:

Mecklenburg County Courthouse – Security Improvements & HVAC Controls Upgrades

Name of Project

Mecklenburg County Government

Project Owner

832 East 4th Street, Charlotte NC 28202

Project Location/Address

Moseley Architects & Optima Engineering

Project Architect / Engineer

Building / Renovations

Project Phase

TBD

Project Start Date (Approx.)

TBD

Project/Phase Duration

TBD

Anticipated Bid Date

TBD

Total Project Budget



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Project Description: The Mecklenburg County Courthouse – Security Improvements & HVAC Controls Upgrades project is anticipated to consist of a full replacement of all original security systems and HVAC Controls throughout the facility. Key components of the project include, but are not limited to the following:

Security System Replacement

- This project will include demolition and replacement of the Access Control, Security & Video Surveillance Systems, and their related components. The existing system was installed by Stanley Security Solutions and was completed in 2004.
- The existing security system is a fully integrated PLC system utilizing analog video systems, access control, and physical security systems that are monitored in a Security Command Center on the basement level.
- The Video Management system utilizes analog cameras and recorders with coax cabling. There is on site video storage using VCR's located on the basement level. Replacement and addition of new security cameras throughout the facility.
- The access control system is comprised of magnetic card readers without encryption managed by an on site computer.
- The facility utilizes door position sensors, door locking release and management for movement throughout the secured areas of the facility. Some areas of the building utilize motion detection, intercom, panic buttons, gate position switches, and a wireless duress system for security monitoring of particular areas. The video system is integrated with security system for intercom / video callup and camera callup for duress locations.

HVAC Controls Replacement

- The existing digital HVAC Controls system is comprised of multiple outdated equipment level controllers. In addition, the HVAC Controls system, in its current configuration, cannot be integrated into the County's HVAC Controls Supervisor for single point management and extended history trending, in conformance with the current HVAC Controls strategy.
- The project shall remove the existing HVAC Control system throughout the entire building and install a new, Tridium based, code compliant HVAC Controls system for all HVAC equipment in all mechanical spaces throughout the building including roof and basement. The new HVAC Controls will include all building and equipment level controllers, temperature sensors, humidity sensors, CO@ sensors, flow switches, current sensors, water temperature sensors, damper actuators, pressure sensors, relays, electric KW meter(s), gas meter(s), etc.

Other Related Scope / Information

- Replacement of all pneumatic controlled smoke dampers throughout the facility.
- Electrical and low voltage / structured cabling work to support the installation and replacement of smoke dampers, security, and HVAC Controls.
- Fire alarm work to support the installation and replacement of smoke dampers, security, and HVAC Controls.
- General trades and architectural work to support the installation and replacement of smoke dampers, security, and HVAC Controls.
- All work will be completed in a phased approach and will require off hours / weekend work as facility will remain in operation during installation of new systems.
- Employee / trade access to facility may likely require background checks and daily ID badging at security station for all employees to gain access to the building.

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MWBE Inclusion Plan: The established participation goals for this project are **15% MBE** and **8% WBE**.

To meet and exceed this goal the following approach will be implemented during preconstruction:

- Community outreach sessions will be conducted to build relationships, answer questions, and gather information related to the capacity of MWBE firms and to connect minority trades with majority trades.
- Bid packages will be broken down based on the capabilities and availability of MWBE firms.
- Develop strategic partnerships with local minority organizations.
- Offer early pay programs to keep cash flowing or develop bi-weekly payment options and joint check opportunities to major suppliers.
- Hold detailed pre-bid meetings to answer any questions related to the project scope and bid process.
- Hold compliance workshops that will assist firms through our Subcontractor Management System (SMS).

Notice of Decision: All firms that submitted applications for prequalification shall be promptly notified of the Prequalification Committee’s decision, including the reason for denial, via email. Notice shall be provided prior to the opening of bids for the project and with sufficient time for the firm to appeal the decision of the Committee.

Appeals: A firm may appeal the denial of prequalification based on G.S. 143-135.8 (b) (2). After a written appeal is received, the Prequalification Committee will rule on the appeal and notify the company of their ruling within three business days.

If your firm is interested in prequalifying for this project/phase, please check the box for your trade(s). If multiple bid packages are selected, please make sure that project experience and references are provided to allow for Prequalification Committee to evaluate your firm for EACH bid package selected. This is a preliminary list of Bid Packages and values and packages may change based on response and qualified bidders.

Bid Pkg	Scope of Work	Projected Preliminary Value	Check Box if Prequalifying
01	Final Clean		
	General Trades		
	Millwork & Finish Carpentry		
	Membrane Roofing		
	Doors, Frames & Hardware		
	Drywall & Acoustical Ceilings		
	Painting and Wall Coverings		
	Fire Suppression		
	HVAC		
	HVAC Controls ** (may ultimately be combined with HVAC but requesting separate prequalification)		
	Electrical		
	Communications / Structured Cabling		
	Fire Alarm ** (may ultimately be combined with electrical but requesting separate prequalification)		
	Security Systems		



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**** - Bid Package may be combined / included with other listed bid packages at time of formal bidding advertisement. If combined to be a 2nd tier trade / scope, the 1st tier package / trade will be required to utilize a prequalified trade partner for fire alarm and HVAC Controls within their proposal.**

SECTION 1. GENERAL COMPANY INFORMATION

1. Registration with JE Dunn Subcontractor Management System (SMS)

(0 to 4 Points. Based on Progress in 25% increments for completion of profile within JE Dunn SMS system. Completion of Section 1.a through Section 1.d of this prequalification form is required as a prerequisite for prequalification.

To Register please complete your SMS profile at <http://www.sms.jedunn.com>. Create an account to complete the following sections: 1) Qualification Statements 2) Financials 3) References 4) Safety 5) Insurance

1. a. Primary/Main office location

Company Name

Physical Address

Mailing Address

City/State Zip Code + 4

(_____) (_____) _____

Phone number

Fax number

Primary Contact Name

Secondary Contact Name

Primary Contact Email Address

Secondary Contact Email Address

Organization

1. b. Business type (check box) Corporation Partnership Limited Liability Company Sole Proprietor Joint Venture

Indicate any NC Statewide Uniform Certification: (check box): MBE HBE AABE AIBE WBE SDB DBE

See website link for more information: <http://www.doa.nc.gov/hub/swuc.htm>

_____ Other (specify) _____ Certifying Agency/State (specify)

Is your firm registered with the State of North Carolina to do business? Yes No

Is your firm owned or controlled by a parent or any other organization? Yes No

Describe Ownership if Yes: _____

List all other names your firm has operated as for the past five (5) years: _____

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1. c. Licensing Information (Please provide all North Carolina professional licenses required for you to perform your services.)

<u>NC License number/name of licensee</u>	<u>License Limit/Level</u>	<u>State/County/City Privilege License (provide copy)</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Has any license ever been denied or revoked? Yes No If yes, please describe, _____

1. d. Type of Work Performed on a regular basis

Primary Scope of Work: _____

Secondary Scope of Work: _____

Other Scope of Work: _____

What type of work do you self perform? _____

What bid package(s) do you intend to pursue? _____

1. e. Bonding

1. e. (1) Attach letter, dated within the last 30 days, from your surety company, signed by their Attorney in Fact, verifying their willingness to issue sufficient payment and performance bonds for this project, on behalf of your firm and the dollar limits of that bond commitment, both single and aggregate. Surety company bond rating shall be rated “A” or better under the A.M. Best Rating system or The Federal Treasury List.

Have you attached a surety letter? Yes No

(0 or 3 points. If surety letter is provided, meeting or exceeding anticipated scope value give 3 points. If not, give 0 points.)

1. e. (2) Have any Funds been expended by a Surety Company on your firm’s behalf? Yes No If yes, explain
(0 Points. If “Yes”, and a sufficient explanation is not provided, this response will not be considered for prequalification.)

1. f. Insurance

The minimum requirements of coverage are listed in Article 34 of the State Construction General Conditions. Firms must indicate that they can provide evidence of insurance coverage, should they be the successful bidder by attaching a copy of their insurance certificate. Have you attached a copy of your insurance certificate? Yes No

- Workers Compensation Insurance as required by law and Employer’s Liability Insurance Coverage with minimum

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limits of \$1,000,000.

- Comprehensive general liability with minimum limits of \$1,000,000 per occurrence for bodily injury and \$1,000,000 per occurrence/\$2,000,000 aggregate for property damage.
- Umbrella and excess liability with minimum limits of \$5,000,000 per occurrence and \$5,000,000 aggregate.

Is your firm willing to participate in an OCIP/CCIP insurance program if requested by the Owner/CM? Yes No

(0 Points. If not completely filled out with insurance certificate attached, proposal will be considered non-responsive and will not be considered for prequalification.)

1. g. Financials

1. g. (1) Attach latest financials or upload into SMS system profile (audited is preferred and may be required based on scope), including balance sheet and income statement, based on company type. (Firm must submit financial data and may clearly indicate a request for confidentiality to avoid this item from becoming part of a public record.) Have you attached audited statements? Yes No

(0-10 Points. Financials Provided or Currently On Record In SMS Is Required For Prequalification. 4 Points Will Be Awarded If Financials Are Audited. Remaining 6 Will Be Awarded Based on Overall Financial Review & Strength.)

Section 2. GENERAL INFORMATION

2. a. Size/Capacity/Workload

2. a. (1) How many full-time permanent employees work for the company? _____

(0 or 1 Points. If completely filled in give 1 point. If not, give 0 points.)

2. a. (2) List the annual dollar value of construction work the company has performed for each year over the last (3) three calendar years (if applicable).

(0 or 3 Points. To Be Evaluated and Points Awarded Based On Appropriate Growth Rate)

1 _____(2022)	2 _____(2023)	3 _____(2024)
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2. a. (3) Expected Annual Volume (2025) \$ _____

(0 or 3 Points. To Be Evaluated and Points Awarded Based on Ratio to Anticipated Bid Package Value.)

2. a. (4) How many projects do you currently have under contract or in progress and what is their total dollar value?
(0 or 2 Points. If completely filled in give 2 points. If not, give 0 points.)

- _____ (# of projects) ;
- \$ _____ (Current projects contract amount);
- \$ _____ (Projects current amount remaining to bill)

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2. a. (5) What was your largest job completed within past 5 years? _____ Sq. Ft. \$ _____ (Dollar Amount)
Location _____ Year Completed _____

(0-10 Points. Dollar Amount of Largest Job Completed will be compared to value of selected Bid Packages. Up to 10 points will be given. If you have completed a project of similar value within the past 5 years then full points will be awarded. One point will be deducted for every 5% that your largest project is below the anticipated value of the scope you are submitting on. EX: Anticipated Scope = \$1M & Largest Project Is \$900K – 8 Points Will Be Awarded)

2. a. (6) Current Back Log \$ _____ (Dollar Amount)

(0-5 Points. Backlog will be compared to value of selected Bid Packages. Up to 5 points will be given in 20% Increments. If Current Backlog is 20% or less of Projected Project Value = 5 Points / 20%-40% = 4 Points, Etc.)

2. a. (7) List the three **largest** contracts currently under contract or in progress, including for each, the name of the project, description of work performed, owner, architect, GC/CMR names and contact information, contract dollar values, contract delivery method, percentage complete and currently anticipated completion dates.

(0 or 7 Points. To Be Awarded Based On Size / Scope Relevance Compared To Selected Bid Packages & Performance Analysis From References.)

#1 –Project Name	
Description of Work Performed	
Contract Delivery Method (CM/GC)?	
Owner Name/ Representative	
Owner Address/Phone #/Email (If Known)	
Architect Name/Representative (If Known)	
Architect Address/Phone #/Email (If Known)	
GC or CM Name/Representative	
GC or CM Address/Phone #/Email	
Contract Dollar Value	
Percentage Complete	
Current Anticipated Completion Date	

#2 –Project Name	
Description of Work Performed	
Contract Delivery Method (CM/GC)?	

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Owner Name/ Representative	
Owner Address/Phone #/Email (If Known)	
Architect Name/Representative (If Known)	
Architect Address/Phone #/Email (If Known)	
GC or CM Name/Representative	
GC or CM Address/Phone #/Email	
Contract Dollar Value	
Percentage Complete	
Current Anticipated Completion Date	

#3 –Project Name	
Description of Work Performed	
Contract Delivery Method (CM/GC)?	
Owner Name/ Representative	
Owner Address/Phone #/Email (If Known)	
Architect Name/Representative (If Known)	
Architect Address/Phone #/Email (If Known)	
GC or CM Name/Representative	
GC or CM Address/Phone #/Email	
Contract Dollar Value	
Percentage Complete	
Current Anticipated Completion Date	

2. b. Litigation/Claims

2. b. (1) Has your company been involved in any judgments, claims, arbitration or mediation proceedings, or suits within the last five years, whether resolved or still pending resolution? Yes No If yes, state the project name(s), year(s), case number and reason why: _____

(0 or 1 Points. If “No”, give 1 point. If “Yes”, give 0 points.)

2. b. (2) Are there currently any judgments, claims, arbitration or mediation proceedings or suits pending or outstanding against your company, its officers, owners, or agents? Yes No If yes, state the project name(s), year(s), case number and reason why: _____

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(0 or 1 Points. If “No”, give 1 point. If “Yes”, give 0 points.)

2. b. (3) Has your company ever failed to complete work awarded to it? Yes No If yes, please provide project name(s), year(s), and reason why: _____

(0 or 1 Points. If “No”, give 1 point. If “Yes”, give 0 points.)

2. b. (4) Have you ever paid liquidated damages on any project? Yes No If yes, state the project name(s), year(s), and reason why. _____

(0 or 1 Points. If “Yes” without sufficient explanation, give 0 points. If “No,” give 1 point.)

2. b. (5) Has your present company, its officers, owners, or agents ever been convicted of charges relating to conflicts of interest, bribery, or bid-rigging? Yes No If yes, state the project name(s), year(s), and reason why. _____

(0 or 1 Points. If “Yes,” give 0 points. If “No,” give 1 point.)

2. b. (6) Has your present company, its officers, owners, or agents ever been barred from bidding public work in North Carolina? Yes No If yes, state the project name(s), year(s), case number and reason why. _____

(0 or 1 Points. If “Yes,” give 0 points. If “No,” give 1 point.)

2. c. Safety Record

2. c. (1) List your company’s Experience Modification Rate (EMR) for past three years. (Attach OSHA 300 Log for the last 3 years.) Have you attached OSHA 300 log? Yes No

(0-8 Points. If present EMR is 1.0 or less, give 8 points. If greater than 1.0, additional safety records may be requested to achieve 0-8 points.)

Present Rate _____ Last Rate _____ Year Before Rate _____

List any OSHA fines and Jobsite fatalities in the past 3 years with an explanation:

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2. d. Minority, Women, and Small Business Enterprise (MWSBE) Plan

2.d. (1) Is the company currently registered with State of North Carolina Historically Underutilized Business (HUB) database?

Yes No If yes, please attach your company’s HUB Registration.

(0 or 5 Points. If “Yes”, give 5 points. If “No”, give 0 points.)

2d. (2) Does the company currently have a documented plan for engaging MWSBE subcontractor participation on this project?

Yes No If yes, please attach your company’s MWSBE plan or description of actions you plan to take to increase potential MWSBE participation and engagement.

(0 to 5 Points based on review and response.)

2. d. (3) What estimated percentage of MBE, WBE or SBE do you feel you can provide on this specific project for your scope of work? Explain:

(0 to 3 Points based on review and response.)

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Section 3. Similar Projects

List three (3) current or completed projects of **similar** type, size, and duration of proposed project that have been completed over the past seven (7) years.

#1 –Similar - Project Name	
Description of Work Performed	
Contract Delivery Method (CM/GC)?	
Owner Name/Representative	
Owner Address/Phone #/Email (If Known)	
Architect Name/Representative (If Known)	
Architect Address/Phone #/Email (If Known)	
GC or CM Name/Representative	
GC or CM Address/Phone #/Email	
Contract Dollar Value	
Percentage Complete	
Current Anticipated Completion Date	
#2 –Similar - Project Name	
Description of Work Performed	
Contract Delivery Method (CM/GC)?	
Owner Name/ Representative	
Owner Address/Phone #/Email (If Known)	
Architect Name/Representative (If Known)	
Architect Address/Phone #/Email (If Known)	
GC or CM Name/Representative	
GC or CM Address/Phone #/Email	
Contract Dollar Value	
Percentage Complete	
Current Anticipated Completion Date	

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#3 –Similar - Project Name	
Description of Work Performed	
Contract Delivery Method (CM/GC)?	
Owner Name/ Representative	
Owner Address/Phone #/Email (If Known)	
Architect Name/Representative (If Known)	
Architect Address/Phone #/Email (If Known)	
GC or CM Name/Representative	
GC or CM Address/Phone #/Email	
Contract Dollar Value	
Percentage Complete	
Current Anticipated Completion Date	

(0-25 Points. Based on information provided, up to 25 points will be given for appropriate project experience. Provide any additional information or plan to help demonstrate your ability to properly execute a project of this complexity with respect to your specific scope of work. In addition to above info, you could provide Reference Letters, Employee Resumes with project experience from your firm or others, etc. This will be reviewed and points awarded based on completeness, recency, and relevance of project experience as well as compared to other trades that are submitting.)

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Prequalification Form for First Tier Subcontractor**

Section 4. Signature

By signing this document, you are acknowledging that all answers are true to the best of your knowledge.

Company Name (as licensed in NC)

Physical Address

Mailing Address

a. Dated this day of: _____

Submitted by: _____

Signature By Authorized Officer

Print Title of Authorized Officer

Phone: _____
Contact person's phone number

E-mail: _____
Contact person's E-mail address