



RE: PRE-QUALIFICATION TO BID, CITY OF CLEARWATER

Attached per your request is a "QUALIFICATION APPLICATION OF PROSPECTIVE BIDDER" for the City of Clearwater's construction projects.

Your attention is called to the following three (3) items which must accompany the application: a current financial statement completed within the past year, three letters of reference, and a list of major projects completed within the past year (each project is to include type of work, dollar volume, contact name, phone/fax number of project representative or owner with email address).

All of the above items must be received before review of the application can begin. For contractors interested in any particular project, the complete pre-qualification package must be received at least 10 days prior to the last day on which construction plans and specifications may be obtained by bidders.

All qualifications must be met and approved prior to submitting a bid.

We appreciate your interest in the City of Clearwater and ask that you direct any questions concerning the pre-qualification process to me at (727)562-4509 or email me @ alice.Eckman@myclearwater.com.

Sincerely,

Alice R. Eckman
Construction Office Specialist
City of Clearwater

Attachment

QUALIFICATION APPLICATION OF PROSPECTIVE BIDDER
CITY OF CLEARWATER CONSTRUCTION PROJECTS

TO: City of Clearwater Engineering Dept./Construction Division
Attn: Alice Eckman, Construction Office Specialist
100 So. Myrtle Ave., Ste #220
Clearwater, Florida 33756 **or**
(PO Box 4748, Clw. FL. 33758-4748)

DATE: _____

PURPOSE: To provide the City with reasonable assurance that the prospective bidder on City of Clearwater formal construction contracts has the financial assets, resources, work force, and work experience to successfully complete contemplated construction contract agreements with the City.

CONTRACTOR FIRM NAME: _____

BUSINESS ADDRESS: _____

CITY - STATE - ZIP CODE: _____

PHONE NUMBER: _____ FAX NUMBER: _____

E-MAIL ADDRESS: _____

TYPE OF ORGANIZATION: _____
(Individual, Corporation, Partnership, etc.)

LIST ALL PRINCIPALS OF ORGANIZATION:
(President, Vice-President, Secretary-Treasurer, Partner, etc.)

DATE ORGANIZATION BEGAN UNDER PRESENT NAME: _____

OTHER NAMES AND DATES UNDER WHICH ORGANIZATION EXISTED:

REFERENCES: _____

CONTRACTOR'S LICENSE NUMBER: _____

INDIVIDUAL HOLDING LICENSE: _____

ISSUING AUTHORITY: _____

CLASSIFICATION OF LICENSE: _____

HAS YOUR FIRM EVER FAILED TO COMPLETE WORK AWARDED TO YOU? IF SO,
WHERE AND WHY? _____

NUMBER OF FULL TIME EMPLOYEE'S DIRECTLY ON APPLICANTS PAYROLL: _____

PRESENT VALUE OF AND GENERAL TYPE OF ALL CONSTRUCTION AND OPERATIONAL
EQUIPMENT DIRECTLY OWNED BY THE APPLICANT (INFORMATION MAY BE
OBTAINED FROM MOST RECENT FINANCIAL STATEMENT & INCLUDE LONG TERM
LEASE/PURCHASE EQUIPMENT): _____

The pre-qualification to bid limitation is an amount of dollars equal to the amount of the largest single construction project which has been successfully completed by the Contractor. The pre-qualification amount is limited to the particular construction categories in which the Contractor is approved to perform work. This pre-qualification amount may be adjusted as the Contractor may successfully complete larger construction projects. The Contractor may exhibit where two or more similar projects were substantially accomplished by the Contractor at the same time where the aggregate amount of these projects in excess of the largest single project accomplished. This aggregate amount will be considered as the pre-qualification amount up to an amount equal to 150% of the largest single project amount. Pre-qualification amounts and categories may be limited as warranted by the City's experience with the Contractor's construction projects.

LARGEST SINGLE PROJECT COMPLETED BY THE CONTRACTOR:

1. AMOUNT: \$ _____

2. DATE OF COMPLETION: _____

3. TYPE OF WORK: _____

4. OWNER/REREPRESENTATIVE: _____

Address: _____

Phone Number _____ Fax Number _____

Email Address _____

ALTERNATE PRE-QUALIFICATION AMOUNT IS BASED ON THE AGGREGATE TOTAL AMOUNT OF CONCURRENT PROJECTS COMPLETED BY CONTRACTOR WITH A MAXIMUM AMOUNT OF 150% OF LARGEST SINGLE PROJECT LISTED ABOVE. LARGEST AGGREGATE AMOUNT COMPLETED BY CONTRACTOR WHERE WORK WAS PERFORMED AT THE SAME TIME:

\$ _____
(Total aggregate amount determined from project list below)

PROJECT 1 1. AMOUNT: \$ _____
 2. DATE OF START OF WORK: _____
 3. DATE OF COMPLETION: _____
 4. TYPE OF WORK: _____
 5. OWNER/REPRESENTATIVE: _____
 Telephone Number: _____ Fax _____
 Address: _____
 Email: _____

PROJECT 2 1. AMOUNT: \$ _____
 2. DATE OF START OF WORK: _____
 3. DATE OF COMPLETION: _____
 4. TYPE OF WORK: _____
 5. OWNER/REPRESENTATIVE: _____
 Telephone Number: _____ Fax _____
 Address: _____
 Email _____

PROJECT 3 1. AMOUNT: \$ _____
 2. DATE OF START OF WORK: _____
 3. DATE OF COMPLETION: _____
 4. TYPE OF WORK: _____
 5. OWNER/REPRESENTATIVE: _____
 Telephone Number: _____ Fax _____
 Address: _____
 Email _____

THE FOLLOWING THREE ADDITIONAL ITEMS ARE TO ACCOMPANY THIS APPLICATION:

1. **A current Financial Statement** for your company which will be returned **uncopied** upon completion of review.
2. A list of major projects completed (**each project is to include type of work, dollar volume, name and phone/fax number of project representative or owner w/email address**).
3. **Three letters of reference** are requested from owners your company has performed work for. The reference letters shall be on the owner's letterhead and contain the following information:
 - A.) Location and type of work.
 - B.) Dollar volume with your company.
 - C.) Project owner's name, address & phone number.
 - D.) Surety Company involved, if any.
 - E.) Consulting Engineer or Architect, address and phone/fax number.
 - F.) Start and completion dates.

Pre-qualification is limited to particular construction categories or construction activities in which the Contractor has successfully

completed construction projects or extensive work in the category in conjunction with larger project work. Following are the general categories of construction work which are available for contractor pre-qualification approval by the City of Clearwater. Check those categories for which your firm is seeking pre-qualification approval.

To receive approval in a particular construction category, your application must contain documentation of successfully completed work experience in that category. This documentation is to be included in your firm's completed project list as described above.

In addition, your application must exhibit that your firm has sufficient equipment, resources, and employees on your firm's direct payroll to complete work as a prime contractor in each approved construction work category. Contractors with an insufficient work force or insufficient resources will not be approved for pre-qualification or will not receive pre-qualification in particular work categories.

- ASPHALTIC CONCRETE RESURFACING....._____
- BRIDGE CONSTRUCTION AND MODIFICATION....._____
- COMMERCIAL BUILDINGS_____
- COMMERCIAL SWIMMING POOLS....._____
- CONCRETE FLAT WORK (CURBS, WALKS, COURTS, ETC.)...._____
- CONSTRUCTION MANAGEMENT SERVICES. _____
- DEMOLITION....._____
- DESIGN BUILD. _____
- EXCAVATION/SITE WORK. _____
- GUNITE RESTORATION....._____
- HORIZONTAL DIRECTIONAL DRILLING. _____
- INDUSTRIAL PAINTING....._____
- LANDSCAPE & IRRIGATION_____
- MARINE CONSTRUCTION....._____
- MARINE DREDGING....._____
- ROADWAY AND PARKING LOT CONSTRUCTION....._____
- SANITARY PUMP STATIONS....._____
- SANITARY AND STORM SEWERS....._____
- STORMWATER MANAGEMENT CONSTRUCTION....._____
- TENNIS COURTS....._____

URBAN STREETSCAPE _____
WASTEWATER & WATER TREATMENT FACILITIES..... _____
WATER AND FORCE MAINS..... _____
WELL CONSTRUCTION..... _____

THE FOLLOWING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

FIRM: _____

BY: _____
(Please Type)

SIGNATURE: _____

TITLE: _____
(Owner, President, etc.)

DATE: _____