

Talus Neighborhood Park
City of Issaquah Parks and Recreation

BIDDER QUALIFICATIONS
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1.01 SECTION INCLUDES

- A. This section identifies the qualifications that the Bidder and Subcontractors shall meet prior to award of the Contract.

1.02 DEFINITION OF TERMS USED IN THIS SECTION

- A. “Successfully performed and completed” and Successful performance and completion” as used in this section refers to a complete installation and acceptance of the installation by the project owner.
- B. Project Field Superintendent/Supervisor.
1. The Project Field Superintendent/Supervisor shall be the employee of the Contractor or Subcontractor who directs and coordinates the Contractors or subcontractors daily physical construction activities in the field, either for a specific portion of the work or the entire project.
 2. Responsibilities of the Project Field Superintendent/Supervisor include, but are not limited to:
 - a. Physically overseeing, coordinating and scheduling day to day construction work.
 - b. Coordinating with subcontractors and the Landscape Architect as needed for the execution of the work.
 - c. Responsible for the day to day prosecution of the work.
- C. “Similar project” as used in this section means a project similar in character to the work in which each respective firm or their employee will perform on this project. The “similar project” shall also be equal or greater in scale and complexity than the work for which each firm will be engaged to perform on this project.
- D. Foreman/Alternate Foreman:
1. The Foreman/Alternate foreman shall be the employee of the Contractor or Subcontractor working in their area of expertise in direct control of the work at the craft level.

1.03 QUALIFICATIONS OF BIDDERS

- A. To be considered a qualified and responsible Bidder, the Bidder shall provide proof that the Bidder has satisfied the experience requirements listed below for the specific work to be performed. Mandatory Criteria under 1.03 B must be demonstrated and met at the time of bid opening. The apparent three (3) lowest bidders shall supply the Landscape Architect with documentation illustrating experience identified in 1.03.D through 1.03 I below within 48 hours after the Bid Opening.
- B. Mandatory Bidder Responsibility Criteria, in accordance with RCW39.04.350 (1):
- It is the intent of Owner to award a contract to the low responsible bidder. Before award, the bidder must meet the following bidder responsibility criteria to be considered a responsible

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- bidder. The bidder may be required by the Owner to submit documentation demonstrating compliance with the criteria. The bidder must:
1. Have a current certificate of registration as a contractor in compliance with chapter 18.27 RCW, which must have been in effect at the time of bid submittal;
 2. Have a current Washington Unified Business Identifier (UBI) number;
 3. If applicable:
 - a. Have Industrial Insurance (workers' compensation) coverage for the bidder's employees working in Washington, as required in Title 51 RCW;
 - b. Have a Washington Employment Security Department number, as required in Title 50 RCW;
 - c. Have a Washington Department of Revenue state excise tax registration number, as required in Title 82 RCW;
 4. Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3).

C. Subcontractor Responsibility:

1. The Contractor shall include the language of this section in each of its first tier subcontracts, and shall require each of its subcontractors to include the same language of this section in each of their subcontracts, adjusting only as necessary the terms used for the contracting parties. Upon request of the Owner, the Contractor shall promptly provide documentation to the Owner demonstrating that the subcontractor meets the subcontractor responsibility criteria below. The requirements of this section apply to all subcontractors regardless of tier.
2. At the time of subcontract execution, the Contractor shall verify that each of its first tier subcontractors meets the following bidder responsibility criteria:
 - a. Have a current certificate of registration in compliance with chapter 18.27 RCW, which must have been in effect at the time of subcontract bid submittal;
 - b. Have a current Washington Unified Business Identifier (UBI) number;
3. If applicable, have:
 - a. Have Industrial Insurance (workers' compensation) coverage for the subcontractor's employees working in Washington, as required in Title 51 RCW;

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- b. A Washington Employment Security Department number, as required in Title 50 RCW;
 - c. A Washington Department of Revenue state excise tax registration number, as required in Title 82 RCW;
 - d. An electrical contractor license, if required by Chapter 19.28 RCW;
 - e. An elevator contractor license, if required by Chapter 70.87 RCW.
4. Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065 (3).
- D. The Landscape Architect will review the following information for consideration for award.
- 1. The Landscape Architect will provide the Bidders Qualification forms. The Contractor may use the forms or re-type into computer generated document, but still must provide all the information shown on the forms. **Failure to include this information shall be grounds for non-responsive bidder and therefore the bid will be rejected.**
- E. It shall be the Bidder's or Subcontractor's responsibility to verify that the reference information provided (names and phone numbers) is current.
- 1. If the Landscape Architect is unable to contact the listed individuals in order to verify Bidder or Subcontractor experience, the related experience will not be considered by the Landscape Architect in its determination of compliance with the requirements of this Section.
- F. Required Qualifications:
- 1. The firm shall have successfully performed and completed Five (5) similar projects, over \$500,000 during the last *five (5)* years. Listed projects shall have involved (*clearing, grading, site utilities, storm and sewer systems, concrete, parking lots, irrigation and planting*) and shall have been in place at least *one (1)* year.
 - 2. The firm shall be licensed as a General Contractor in the state of Washington having worked under the same name and ownership for at least *five (5)* years.
 - 3. Changes of company name will be evaluated on a case by case basis to determine compliance with the qualification requirements. Additional information may be required to supplement proof of organization or ownership structure.
 - 4. Provide the companies current bonding capacity and state the ability of the firm to bond this project.
 - 5. List the bonding company name, contact person, telephone number of your bonding agent, and include a statement from your bonding agent pertaining to the commitment to bond this project.

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G. Qualification Documentation:

Include the following information for each qualified project site:

1. Owner's Name
2. Name of Responsible Owner's Representative, including title
3. Telephone Number of Owner's Representative
4. Project Name
5. Project Location
6. Name of prime contractor
7. Dates of Execution, including Date of Notice to Proceed and Date of Final Acceptance.
8. Brief technical summary of the work, including any pertinent details to demonstrate the required experience.
9. Record of Warranty Work performed from date of Final Acceptance, including dates and specific descriptions of work performed.

H. Project Field Superintendent/Supervisor:

The bidder shall at all times utilize a project Superintendent, able to converse in English, who has successfully performed and completed a minimum of *five (5)* similar projects in the last *seven (7)* years that are equal to or greater than in scale and complexity than this project.

1. Provide the following documentation as proof of Superintendent's experience:
 - a. Name of Superintendent.
 - b. A list of *five (5)* projects completed under the above named Superintendents direct supervision.
 - c. The location of each project.
 - d. Name of Owner and prime contractor for each project.
 - e. Project start and completion dates
 - f. Name and telephone number of the Owner's representative and prime contractor for each project who can verify work performed by the superintendent.

I. Foreman/ Alternate Foreman

1. The bidder and their subcontractors shall at all times utilize a Foreman/ Alternate Foreman for each trade, able to converse in English, working in their area of expertise who has a minimum of *five (5)* years experience on projects that are equal to or greater than in scale and complexity than this project.
2. Provide the following documentation as proof of Foreman/ Alternate Foreman experience:
 - a. Name of Foreman/ Alternate Foreman

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- b. A list of *five (5)* projects completed under the above named Foreman/ Alternate Foreman direct supervision.
- c. Location of each project
- d. Name of Owner and prime contractor for each project.
- e. Project start and completion dates
- f. Name and telephone number of the representative of the prime contractor for each project who can verify work performed by the Foreman/ Alternate Foreman.