

ADVERTISEMENT FOR BID

Sealed proposals will be received by the Commissioner c/o State Parks Division of the Alabama Department of Conservation and Natural Resources, Folsom Administrative Building, 64 N. Union Street, Suite 538, Montgomery, AL 36104, until 2:00 PM CST, Wednesday, November 15th, 2023. Bids will be opened and read aloud publicly in their conference room on Thursday, November 16th, 2023, at 2:00 PM CST, for:

WIND CREEK STATE PARK COTTAGE AREA TALLAPOOSA, ALABAMA DCM PROJECT NO.: 2022145 (Phase 2)

Scope of Work: Construction of new cottages within the campground property which generally includes the following:

- Construction of Cottages (5) and an Access Gate (1)
- Roadway and Parking Area Rehabilitation and Construction
- New Domestic Water and Gravity Sewer Infrastructure, including Lift Station (1)
- New Storm Water Infrastructure
- New Cottage Electrical Services, Fixtures, and Communication Conduit

Prequalification: Bidders shall prequalify for this project. Prequalification proposals for General Contractors will be received by the Engineer, at the office of HDR Engineering Inc., 63 South Royal Street, Suite 1202 Mobile, AL, 36602, until 2:00 PM CST, Wednesday, October 25th, 2023. Prequalification forms and criteria shall be obtained from the Engineer by email request to andrew.calton@hdrinc.com or olivia.logan@hdrinc.com. No verbal requests will be accepted. All approved bidders will be notified by the close of business, Friday, October 27th, 2023. The Engineer will release plans and specifications upon notification of prequalification acceptance. Applicants are encouraged to begin this process as early as possible. The Owner reserves the right to waive technical errors in applications or abandon the registration/pre-qualification process, should the interests of the Owner appear to be promoted thereby.

Bid Documents: Approved bidders may obtain plans and specifications from the Engineer, at the office of HDR Engineering Inc., 63 South Royal Street, Suite 1202 Mobile, AL 36602, by calling (251)-586-6083, or email request to andrew.calton@hdrinc.com or olivia.logan@hdrinc.com. Paper copies are available upon receipt of a non-refundable fee in the amount of \$200.00 per set. PDF electronic copies are available via email at no cost to the bidder.

Pre-Bid Meeting: A mandatory attendance Pre-Bid Meeting will be held on-site at the Day-use picnic shelter at Wind Creek State Park, 4325 Alabama Highway 128, Alexander City, Alabama, 35010, on Tuesday, November 7th, 2023, at 2 PM CST. All Pre-Qualified bidders shall have a representative present at the meeting in order to remain on the approved bidders list.

Submission of Bids: Bids must be submitted on proposal forms furnished by the Engineer or copies thereof. All bidders bidding in amounts exceeding that established by the State Licensing Board for General Contractors must be licensed under the provisions of Title 34, Chapter 8, Code of Alabama, 1975, and must show evidence of license before bidding or bid will not be received or considered by the Engineer; the bidder shall show such evidence by clearly displaying his or her current license number on the outside of the sealed envelope in which the proposal is delivered. A cashier's check or bid bond payable to Alabama State Parks in an amount not less than five (5) percent of the amount of the bid, but in no event more than \$10,000, must accompany the bidder's proposal. Bids submitted prior to the bid opening may be mailed or delivered in person to the office of State Parks at the address stated above. The Owner reserves the right to reject any or all proposals and to waive technical errors if, in the Owner's judgement, the best interests of the Owner will thereby be promoted.

Performance Bond: Performance and Payment Bonds and evidence of insurance required in the bid documents will be required at the signing of the Contract.

Laws / Ordinances: The Contractor shall observe and comply with all federal, state, and municipal laws, ordinances, rules, and regulations that would apply to this project.

Open Trade: By submitting a bid, proposal, or qualification, the submitter represents that he/ she and the business entity he/she represents is not currently engaged in the boycott of a person or entity based in or doing business with a jurisdiction with whom the State of Alabama can enjoy open trade, as defined in Act 2016-312.

Immigration/ E-verify: In compliance with the Beason-Hammon Alabama Taxpayer and Citizen Protection Act, as a condition for the award of any contract by the state to a business entity or employer that employs one or more employees, the business entity or employer shall provide documentation establishing that the business entity or employer is enrolled in the E-Verify program. The successful bidder will be required to acknowledge that it will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama.

Non-Discrimination: The Department of Conservation and Natural Resources does not discriminate on the basis of race, color, religion, age, sex, pregnancy, national origin, genetic information, veteran status, or disability in its hiring or employment practices nor in admission to, access to, or operations of its programs, services, or activities.

General Information: The Department reserves the right to reject any or all bids or to waive any informalities in the bidding. All responses received will be subject to the Alabama Open Records Act, Ala. Code § 36-12-40, (1975), as amended, and may be subject to public disclosure upon request. If Americans with Disabilities Act accommodations are needed to attend the bid opening or other required meetings or site visits, please contact Dennis Grooms by phone 334-353-7996 or email Dennis.Grooms@dcnr.alabama.gov. Requests should be made as soon as possible, but at least 72 hours prior to scheduled meetings or site visit.

Force Majeure: In the case of a Force Majeure Event as defined herein, DCNR reserves the right to immediately terminate the Agreement without prior notice to Concessionaire. Should this occur, neither Party shall be liable for or be considered in breach of this Agreement due to any failure to perform its obligations as a result of a cause beyond its control, including, without limitation: (i) acts of God; (ii) flood, fire or explosion; (iii) actions, embargoes, quarantines, or blockades in effect on or after the date of this Agreement; (iv) national, state, or regional emergency, whether ongoing or occurring on or after the date of this Agreement; (v) public health emergencies, outbreak, epidemic, or pandemic, whether ongoing or occurring on or after the date of this Agreement, including, without limitation, COVID-19; or (vi) any other event which is beyond the reasonable control of such party (each of the foregoing, a "Force Majeure Event").

This publication is available in alternative formats upon request, and may also be found at:

<https://www.alapark.com/construction-permits-easement-and-research-applications>

PREQUALIFICATION APPLICATION SUBMISSION CHECKLIST

The following is not intended to be a comprehensive checklist but is instead a list of some of the most common omissions from prequalification packets received by ADCNR. It is the applicant's responsibility to review the advertisement, prequalification questionnaire and project specifications to ensure the submission meets ADCNR requirements. Please include a completed copy of this checklist with your prequalification submission.

- By submitting this you are certifying that you are licensed by the State of Alabama, per Chapter 230-X-1 of the Administrative Code, to do the work of which this project consists of.
- Have you answered all questions completely, honestly and to the best of your ability?
- Have you checked the advertisement and/or procedures to make sure you are submitting the correct number of packets to the correct individual(s)?
- In answering Question 7, have you clearly stated the trade(s) for which you are seeking prequalification? If you are seeking prequalification for multiple trades, make sure you follow the directions contained in Question 7 and, if applicable, the advertisement.
- Is the financial statement(s) included in your submission a two-year comparative with auditor's report and footnotes?
- Have you included a printout of your EMR and OSHA 300 log in response to Questions 14 and 29? Please use your most current EMR printout.
- Have you included any required attachments to your submission, such as:
 1. Resumes for key personnel, descriptions of current projects (Attachment A),
 2. Descriptions of relevant projects in the past five years (Attachment B), and
- Have you described in detail, or included a copy of your:
 1. QAQC program
 2. Safety program
 3. Drug and criminal background program
- If you are cutting and pasting the submission for this project from a packet submitted on a previous ADCNR project, have you reviewed your previous responses and updated your answers based on any changes to your organization?

GENERAL CONTRACTOR PREQUALIFICATION APPLICATION FORM FOR WIND CREEK STATE PARK COTTAGE AREA

The **State Parks Division** of the **Alabama Department of Conservation and Natural Resources**, hereinafter called the “Owner,” proposes to contract for the **WIND CREEK STATE PARK COTTAGE AREA**, hereinafter called the “Project.” In summary, the Project consists of major site renovations throughout the park’s existing day use area, which generally includes of the following items:

- Construction of Cottages (5) and an Access Gate (1)
- Roadway and Parking Area Rehabilitation and Construction
- New Domestic Water and Gravity Sewer Infrastructure, including Lift Station (1)
- New Storm Water Infrastructure
- New Cottage Electrical Services, Fixtures, and Communication Conduit

Only General Contractors who have been prequalified through the process described herein will be eligible to bid on the Project.

PROCEDURES for PREQUALIFICATION

1. Applicants shall submit their completed Prequalification Application Packet by 2:00 PM CST, Wednesday, October 25th, 2023, to the Engineer or Owner’s Representative as directed below.
2. All questions must be answered specifically, clearly, and comprehensively. All information provided must pertain specifically to the entity that will bid for and construct the project. Answers shall be provided on separate pages and follow the numerical formatting of this application. Use Attachments “A & B”, located at the end of this document, to provide current and relevant experience as directed. **DO NOT** use any other pages of this form to provide answers. Completed Prequalification Application Packets shall be bound in PDF format, and include the following items:
 - A Cover Sheet titled “*Prequalification Application for Wind Creek State Park Cottage Area*” and stating the following information:
 - General Contractor’s Name and Address
 - General Contractor’s License No.
 - Date and Time for Submittal
 - This Application Form followed by all completed Answer Sheets
 - Completed Attachment Sheets “A & B”

- Any other Required Documentation requested herein
 - Completed Prequalification Submission Checklist
3. Completed Prequalification Application Packets shall be submitted electronically by email to andrew.calton@hdrinc.com or bdcross@hpmleadership.com on or before the published due date and time.
 4. All applications will be reviewed and evaluated by the Owner in consultation with the Engineer. A score of **75% of total available points** is required to be pre-qualified.
 5. The Owner's intent is to issue notification to prequalified bidders by no later than the close of business, Friday, October 27th, 2023. A listing of prequalified bidders will be furnished to each prequalified bidder. Upon receipt of notice of prequalification from the Owner, the prequalified general contractor bidders may obtain bid documents as provided in the Advertisement for Bids.
 6. Clarifications, alterations, or changes made by the Owner to the requirements for prequalification shall be in writing only. Verbal information is not valid or binding. Modifications will be emailed to those applicants having obtained this Prequalification Application Form from the issuing office.
 7. The Owner may revoke its prequalification of a bidder under the following procedures:
 - No later than five working days after the opening of bids, the Owner, through the Engineer, issues written notice to the bidder of its intent to revoke prequalification and the grounds therefore;
 - the bidder is then provided an opportunity to be heard before the Owner on the intended revocation;
 - the Owner makes a good faith showing of a material inaccuracy in the prequalification application of the bidder or of a material change in the responsibility or status of the bidder since submitting its prequalification application; and
 - the revocation of prequalification is determined no later than 10 days after written notice of intent to revoke unless the bidder agrees in writing to an extension in time.
 8. The Owner reserves the sole right and discretion to abandon and/or modify this prequalification process at any time prior to its completion or for an unbid project.

CRITERIA for PREQUALIFICATION

The purpose of having criteria is to set a measure by which contractors shall be judged to be prequalified and to ensure compliance with Code of Alabama Title 39-2-4. This is a set of criteria that shall be added to or taken away from depending on the construction job being bid. Per the Code of Alabama (1975), *“any awarding authority that proposes to prequalify bidders shall establish **written prequalification procedures and criteria** that (1) are published sufficiently in advance of any affected contract so that a bona fide bidder may seek and obtain prequalification prior to preparing a bid for that contract, such publication to be accomplished by the methods specified in subsection (a) of Section 39-2-2; (2) are related to the purpose of the contract or contracts affected; (3) are related to contract requirements or the quality of the product or service in question; (4) are related to the responsibility, including the competency, experience, and financial ability, of a bidder; and (5) will permit reasonable competition at a level that serves the public interest. The prequalification publication may run concurrently with the publication required under subsection (a) of Section 39-2-2, provided it produces the above required advance notice”*.

Company Information (Maximum 10 pts)

Points will be assigned according to the completeness of this section.

Within the past five years, has your company been debarred by any federal agency or has your company or any current or former officer, director, partner, principal, or other key individual been convicted of, or entered a plea arrangement regarding, any act prohibited by state or federal law which involves theft, fraud, bribery, collusion, conspiracy, violation of state or federal antitrust laws, bid laws, or material representation? **If your answer is “yes” to this question, please contact Bryant Cross (bdcross@hpmleadership.com) before proceeding with the remainder of this application.**

Within the past two years, has your company or any current or former officer, director, partner, principal, or other key individual served probation or paid, or is currently paying, any civil or criminal fines resulting from a conviction or plea agreement for a conviction for any act prohibited by state or federal law which involves theft, fraud, bribery, collusion, conspiracy, violation of state or federal antitrust laws, bid laws, or material representation? **If your answer is “yes” to this question, please contact Bryant Cross before proceeding with the remainder of this application.**

Provide proof that you are currently licensed by the State of Alabama to do the type of work for which you are requesting prequalification.

1. List formal name of organization Submitting and office address with telephone, facsimile, and e-mail.
2. ADCNR Project Name and Number for which contractor is prequalifying.
3. List whether you are applying as a General Contractor or Subcontractor.
4. How long has your organization been in business under said name?

5. List formal company structure (Corporation, Partnership, Individual, or Other) and the date it was organized as such.
6. List officer's names and how long they have been continuously employed at company listed in #1.
7. List type of work requesting prequalification for (i.e. GC, HVAC, Electrical, Plumbing). If applying for more than one (1) please fill a form out for each but only answer questions 15-24, and 29 if applicable, for each additional type of work.
8. List jurisdictions and trade categories as well as license numbers in which your organization is legally qualified to do business.
9. List the categories that your organization normally performs with its own work force. You must qualify for each of these if the Owner requires prequalification for such trade (see #7 above).
10. Provide resumes' of all key individuals in your organization.

Bonding, Financial, and Insurance (Maximum 15 pts)

ADCNR wants assurance that all Surety and Insurance Companies used are sound companies and that the Contractor is in solid financial position with proper liquidity and no serious liabilities, as represented by appropriate bonding from a sound Surety Company or evaluation of the Financial Statements. Points will be assigned according to the completeness and adequacy of this section.

11. **(Not required if applying as a subcontractor only)** Please enclose a letter from your Surety company that includes the following information:
 - a. Name and address of your agent
 - b. Length of time with this particular Surety company (Note: if shorter than five (5) years, a separate list of previous companies and contact names/numbers should be provided until you have a five (5) year history compiled.)
 - c. Bonding capacity per project and in the aggregate
 - d. Amount of aggregate capacity currently in use

Note: If bonding information cannot be provided at this time, please explain why not and enclose a current Financial Statement. This should be comparative and include the Auditor's Report and Footnotes. If comparative statements are not available, please also enclose the previous year's Statement for comparative purposes. Audited or Reviewed statements are preferred.

12. **(Not required if applying as a subcontractor only)** Insurance – List what companies you have used for the past five (5) years and their Best's Financial Size Category and Best's Financial Strength Rating. List any coverage that has been cancelled by an Insurance Company in the past five (5) years and the reason for such cancellation.

Experience Modification Rate (Maximum 10 pts)

EMR Rate equal to or under 1.0 = 10 points over 1.0 = 0 points

13. List your organization's EMR (Mod) rate for the current year and provide a printout of such. List any claims you have had since December 31st of the previous year.

Litigation and Claims (Maximum 10 pts)

ADCNR wants to make sure any litigation and claims will not have an adverse effect on this project should your company be awarded the job from the competitive bid process. Points will be assigned according to the reviewers' evaluation of the effect that such claims and litigation have on the ability of your firm to perform the job.

14. Does your organization or any of its officers have any judgments, claims, arbitration, or mediation proceedings pending or outstanding? If yes, please give pertinent details and outcome(s).
15. Has your organization within the past five (5) years filed any lawsuits or requested arbitration or mediation proceedings in regard to any of its construction contracts? If yes, please give pertinent details and outcome(s).

Past Experience (Maximum 20 pts)

The intent of this section is to verify that the submitting contractor has project experience similar to the project for which they are requesting prequalification; based on past experiences. Questions 17, 18, and 19 will only have an adverse effect on scores if the submitting contractor fails to provide pertinent details and outcomes related to the subject of each question if answered "yes". Questions 20 and 21 will only be scored if the contractor's past experience is similar in size, scope and value to the project upon which they are submitting to be approved.

16. Has your organization ever failed to complete any work awarded to it? If yes, please give pertinent details and outcome(s).
17. Has any officer in your organization within the past five (5) years ever been an officer of an organization that failed to complete a construction contract? If yes, please give pertinent details.
18. Has your organization or any current officer of your organization, if not a corporation, filed bankruptcy under Chapter (s) 7, 11, or 13 as defined by the IRS? If yes, please give pertinent details.
19. Give the average annual amount of construction work performed during the past five (5) years.
20. List all jobs contracted under your Alabama Contractor's license in the past five (5) years and how those jobs ended (i.e. on time, failure to complete, etc.). If you list any ADCNR, projects please give the ADCNR Project Name and Project Number.

Current Capacity and Ability to Complete this Project (Maximum 20 pts)

The intent of this section is to verify that submitting contractor not only has the relevant project experience with the project for which they are requesting prequalification, but that the contractor will not be over-extended in relation to resources including but not limited to project staffing and bonding capacity. The reviewer will evaluate the information provided for each of these questions in conjunction with the anticipated contract value, contract start date, contract completion date and possible resource needs of the project. The information will also be utilized to complete reference checks. Points will be assigned pursuant to the reviewer's evaluation of the effect that the information provided has on your ability to provide the resources to complete this job.

21. Please list major construction projects currently in progress. Please copy *Attachment A* for each project and use for answering this requirement.
22. Give total amount of work currently in-process.
23. Give total amount of work currently under contract.

Relevant Experience (Maximum 25 pts)

ADCNR recognizes that contractors who have completed similar type projects bring a certain advantage to the completion of the construction process. Points will be assigned pursuant to the applicant's ability to provide a minimum of (3) three projects that utilize similar building materials, types of construction, phasing strategies, opportunities, etc. The information provided for both the proposed superintendent and project manager will be evaluated based on relevant project experience also. Points will be assigned based on reviewers' evaluation of the effect that the information provided has on your ability to complete this type of project.

24. List all relevant projects your organization has completed within the past five (5) years that are of similar type and scope to the work needed for the ADCNR Project listed in #2 above. Please copy Attachment B for each project and use for answering this requirement. List a minimum of three (3) projects.
25. List proposed Project Manager and Superintendent and include their resume' in #10 above.

Drug and Safety Programs (Maximum 15 pts)

As part of their Contractor Prequalification process, ADCNR requires contractors to provide proof of their corporate position on drugs and safety in their field of business. ADCNR believes that a company with a strong drug and safety program will also reflect favorably on other areas such as quality control. The Drug & Criminal Background Check (Question 28) will be reviewed and points applied if the company's policy demonstrates a consistent program with means for checks of all new employees and procedures in-place to periodically check existing employees. Scoring of the Safety Program will be based on the thoroughness of the program and its applicability to the trade/trades in which the contractor specializes. Emphasis will be given to safety history with the bulk of points assigned to the Total Recordable Injuries & Illnesses, Man-Hours worked, Incident Rate & Number of Lost Time Accidents (please attach an OSHA Form 300 Log for review)

26. Drug and Criminal Background Checks - Provide a description of your written programs.
27. Safety Program/History – Provide a description of your written program.

Scheduling and Quality Control Program (QAQC) (Maximum 15 pts)

ADCNR believes that proper scheduling, quality assurance and quality control are all very important components to ensuring a successful project in construction. Please explain in detail your corporate position relating to these components. Applicants should define what means or methods are utilized when scheduling projects (i.e. out sourced service, in-house), describe means for schedule recovery and provide any examples of projects where schedule challenges were overcome.

Points will be assigned to the QA/QC Program based on the reviewer’s evaluation of the contractor’s ability to clearly demonstrate that their existing program benefits the project’s durability and appearance and more importantly aids in supervisory personnel’s ability to comply with the contract requirements (i.e. plans and specifications). The Program should exhibit organization and prosecution of work plans and facilitate the contractor’s ability to diligently prosecute work.

28. Scheduling and QAQC Program – Provide a description of your company’s proactive program including procedures and requirements.

Job Specific Criteria (Maximum 75 pts)

Points will be assigned according to the reviewer’s evaluation of the effect of the information provided on your ability to meet any of the “job specific” criteria listed below.

29. Describe projects that your firm has executed which required a strict construction completion deadline in the last five (5) years, including methods used to ensure that the construction deadline was adhered to. Include a minimum of three (3) projects and give specific examples.
30. Describe your company’s approach to working in a state park environment including approach to pedestrian safety, restricted access to construction areas, limited cell coverage, and control of pedestrian traffic in and around construction site, etc.
31. Describe your company’s approach to managing utility shutdowns and coordinating with multiple utilities as well as facilities personnel regarding scheduling of such.

ATTACHMENT "A"

CURRENT EXPERIENCE SUMMARY

PROJECT NAME: _____

OWNER: _____

OWNER'S ADDRESS: _____

OWNER CONTACT: _____

OWNER TELEPHONE No: _____

ARCHITECT: _____

ARCHITECT'S ADDRESS: _____

ARCHITECT CONTACT: _____

ARCHITECT TELEPHONE #: _____

CONTRACT BID AMOUNT: _____

CONTRACT START DATE: _____

CONTRACT END DATE: _____

CONTRACT TIME: _____ DAYS

PERCENTAGE OF WORK TO BE PERFORMED BY OWN FORCES: _____%

DESCRIPTION OF WORK PERFORMED:

ATTACHMENT "B"

RELEVANT EXPERIENCE SUMMARY

PROJECT NAME: _____

OWNER: _____

OWNER'S ADDRESS: _____

OWNER CONTACT: _____

OWNER TELEPHONE No: _____

ARCHITECT: _____

ARCHITECT'S ADDRESS: _____

ARCHITECT CONTACT: _____

ARCHITECT TELEPHONE #: _____

CONTRACT BID AMOUNT: _____

COMPLETED CONTRACT AMOUNT: _____

CONTRACT START DATE: _____ END DATE: _____

CONTRACT TIME INCLUDING CHANGE ORDERS: _____ DAYS

CONTRACT TIME USED: _____ DAYS

COMPLETION DATE: _____

PERCENTAGE OF WORK PERFORMED BY OWN FORCES: _____%

DESCRIPTION OF WORK PERFORMED:

