

Tipton Community School Corporation

2022 Outdoor & Extra-Curricular-Co-Curricular Facility Improvement Project

CONTRACTOR PREQUALIFICATION FORM

Contractors MUST submit FULLY-COMPLETE prequalification form (project specific prequal) for review and approval **NO LATER THAN 02/10/2022**.
Prequalifications submitted after this date will not receive a response.

Please fill out all the information requested and return to:

RLTurner Corporation
Brad Whitaker bwhitaker@rlturner.com
AND
Adam Owens aowens@rlturner.com

Company General Information			
Company Name:			
Street Address:			
P. O. Box #:			
City, State, Zip Code			
Phone:		Website:	
If company is a subsidiary, list Parent Company name:			
Year the business was established:			
Other names the company has operated under, as well as other companies that are (or have been) founded by the current company;			

Company Type (circle any that apply):

Corporation	Sole Proprietors	Joint Venture	LLC
Partnership	DBIA	Individual	

Ownership type (circle any that apply): (Must include a copy of all certifications that apply to the ownership)

- | | |
|--------------------------------------|-------------------------------------|
| - Minority Owned Business Enterprise | - Disadvantaged Business Enterprise |
| - Women Owned Business Enterprise | - Veteran Owned Small Business |

Scope / Trade(s) Performed

List the trade work your company performs:							
List the geographical areas in which your company works:							
Total number of employees	Total:		Office:		Shop:		Field:

Work Experience

1. Please attach a list of the **major projects** your company has **in progress** indicating the project name, location, owner, general contractor, contract amount, percent complete, scheduled completion date, and the contact person.
2. Please attach a list of the major projects your company has completed in the **last 3 years** indicating the project name, location, owner, general contractor, contract amount, completion date, and the contact person.
3. Please attach a list of any projects you have completed for Tipton Community School Corporation in **the last 5 years** indicating the project name, location, general contractor, contract amount, completion date, and contact person.
4. Please attach a list of other K-12/Educational projects you have worked on over **the last 5 years**.
5. Please attach a list of major projects you have completed with RLTurner over **the last 5 years**. – At a minimum Project name and contract amount are required.
6. Please explain your approach to Quality Control for previous works

7. Has your organization ever failed to complete a project you were awarded? ____Yes____No
 If YES Provide Explanation of the circumstances.

Work Experience

7. Has your organization filed any lawsuits, had any lawsuits filed against them, or have been party to any lawsuit within the last 5 years? ____ Yes ____ No

If YES Provide Explanation of the circumstances.

8. Have you been assessed liquidated damages on any projects in the last 10 years?

If YES Provide Explanation of the circumstances.

Average project size:	Value (\$):	Duration (months):
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Financial

Annual sales volume for last 3 years	Year	Sales
Largest single contract awarded in the last 3 years:		
Current backlog:		
Backlog 12 months ago:		
<p>Please attach last 2 years of audited financial statements including balance sheets, income statements, and opinion letter from auditors. Also include your most recent WIP Statement. If desired, you may submit this information in a separate sealed envelope, marked confidential, and sent to our Zionsville office (ATTN: Adam Owens).</p>		

Banking

Bank name:				
Bank address:				
Contact name:				
Contact Phone #:				
Does your company have a line of credit?	Yes	No	Secured	Unsecured
What is the amount of your line of credit?				
Amount currently available on your line of credit?				

(PLEASE NOTE: SOME SCOPES MAY REQUIRE VERIFICATION OF CREDIT AVAILABILITY TO BE CONSIDERED PREQUALIFIED.)

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Bonding Capability			
Is your company bondable?	Yes No		
If yes, the bonding company name:			
Bonding agency:			
Bonding agent name:			
Bonding agents address:			
Phone #			
Your bonding capacity per project:		Aggregate Amount:	

Insurance	
Insurance agent / broker:	
Contact:	
Phone #:	
Please attach a Blanket Certificate of Insurance with this prequalification form, with your contract limits. A project-specific Certificate of Insurance will be required at a later date. Insurance requirements for this project are available in the contract documents.	

(PLEASE NOTE: IF INSURANCE REQUIREMENTS PER THE SPECIFICATIONS CANNOT BE MET, THE CONTRACTOR WILL NOT BE PREQUALIFIED TO BID.)

Safety		
Please provide your Experience Modification Rating (EMR) for the past 3 years. This section must be completed using the OSHA 300/300A Form. Please attach forms:	Year	EMR
How many OSHA violations were recorded for the most recent year?		
Were any violations willful?	Yes No	If yes, attach explanation
Any employee deaths in your company's history?	Yes No	If yes, attach explanation
Does your company have a qualified person responsible for safety within your company?	Yes No	
Please provide the name and contact information for that person:		
Does this person perform safety inspections on all your projects?		

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Reference (list at least 3)

Company	Contact	Phone #

The undersigned certifies under oath that the information provided herein is true and complete.

Completed by: _____

Signature: _____

Title: _____

Date completed: _____

Scopes / Packages Being Bid For This Project

Please indicate the Bid Item(s) you intend to submit a proposal for by checking the associated box. **Check all that apply.** (see bid documents for scope information)

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Contractor Prequalification Checklist

(please complete and send back with Prequal form and attachments)

Required Attachments

- ☐ OSHA Form 300/300A
- ☐ Blanket Insurance Certificate (at a minimum a sample is required showing proof of ability to meet requirements)
- ☐ Financial Statements & WIP (will be kept confidential; feel free to send to our Zionsville office in a sealed envelope if desired)

Work Experience Attachments

- ☐ Major Projects Currently in Progress
- ☐ Major Projects Completed in last (3) years
- ☐ Major Projects Completed in last (5) years with this Owner
- ☐ K/12 Schools/Educational Projects Completed in last (5) years
- ☐ Major Projects Completed in last (5) years with RLTurner

Evaluation of the contractor for prequalification is as follows:

Project Experience:

SCORE: Points

- Similar Projects (K-12 projects = 1 - 8 points ; Similar Size Projects = 1 - 5 points ; Similar Scope Projects= 1 - 8 points)
- Experience & Quality with Owner (satisfactory projects with Owner = 1 - 5 points per job)
- Experience & Quality with RLTurner (satisfactory projects with RLTC = 1 - 5 points per job)
- Project Not Completed/Claims/Legal Actions/LDs (deduction in points possible for these categories; between 1 - 5 point deduction each, depending on category/severity)

Safety:

SCORE: Points

- EMR (Above 1.00 = 0 - 3 points; between 1.00 - 0.80 = 3 - 7 points; < 0.80 = 7 - 10 points)
- Form 300/300A (Severe or willful safety violation or serious injury/death may result in disqualification from bidding.)
Satisfactory safety statistics = 1 - 10 points (scored on review of any incidents recorded.)
- Safety Violation/Fines (deduction in points possible for this category; between 1 - 10 point deduction each, depending on category/severity)

Financial Information/Business Organization:

SCORE: Points

- Audited Financials or current balance sheet provided = 2 points
- Strong financial status showing consistent and consecutively strong year = 5 - 8 points
- Certified as XBE Contractor = 5 points
- Capacity to Perform Specified Scope (based on complete review of prequalification documents and references) = 5 points
- Ability to provide a Performance and Payment bond = 2 points

TOTAL PREQUALIFICATION SCORE: Points

Minimum Subcontractor Prequalification Approval Score 25 Points

Note: Any responses that result in negative points, or that need further discussion, will be reviewed with the submitting contractor by RLTurner before finalizing score.