

2010 State Construction Conference
March 23, 2010

State of North Carolina
Prequalification for
Single Prime Contractors

North Carolina General Statute

North Carolina General Statute
§ 115B-01-0101
§ 115B-01-0102
§ 115B-01-0103
§ 115B-01-0104
§ 115B-01-0105
§ 115B-01-0106
§ 115B-01-0107
§ 115B-01-0108
§ 115B-01-0109
§ 115B-01-0110
§ 115B-01-0111
§ 115B-01-0112
§ 115B-01-0113
§ 115B-01-0114
§ 115B-01-0115
§ 115B-01-0116
§ 115B-01-0117
§ 115B-01-0118
§ 115B-01-0119
§ 115B-01-0120
§ 115B-01-0121
§ 115B-01-0122
§ 115B-01-0123
§ 115B-01-0124
§ 115B-01-0125
§ 115B-01-0126
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§ 115B-01-0193
§ 115B-01-0194
§ 115B-01-0195
§ 115B-01-0196
§ 115B-01-0197
§ 115B-01-0198
§ 115B-01-0199
§ 115B-01-0200

Since 1995...

As a result of the passage of the
Public Works Modernization Act of
1995...

The Commission has
developed a set of
Guidelines for the
Prequalification of Single Prime
Contractors...

**Prequalification Form Section I
Minimum Requirements**

1. General Information
2. Financial Information
3. Experience
4. References
5. Licenses and Certifications
6. Insurance
7. Safety Record
8. Environmental Record
9. Other Information

**Prequalification Form Section III
Specific Requirements**

1. Project Specific Information
2. Project Specific Experience
3. Project Specific References
4. Project Specific Licenses and Certifications
5. Project Specific Insurance
6. Project Specific Safety Record
7. Project Specific Environmental Record
8. Project Specific Other Information

The Committee

Chairman
Members

Staff
Advisors

Board of Construction
Commission

Yes, There is A Grade

Grade 1
Grade 2
Grade 3
Grade 4
Grade 5
Grade 6
Grade 7
Grade 8
Grade 9
Grade 10
Grade 11
Grade 12

**Prequalification Form Section II
General Requirements**

1. General Information
2. Financial Information
3. Experience
4. References
5. Licenses and Certifications
6. Insurance
7. Safety Record
8. Environmental Record
9. Other Information



State Construction Conference
Website

State of North Carolina
Prequalification for
Single Prime Contractors

www.nc-sco.com/Guidelines/guide.htm

Double click anywhere & add an idea

2010 State Construction Conference

March 23, 2010

State of North Carolina Prequalification for Single Prime Contractors

North Carolina General Statute

North Carolina General Statute

Section I43-I35.8. Prequalification.
Bidders may be prequalified for any public construction project.
(I995, c. 367, s. 8.)

North Carolina General Statute

Section I43-I35.8. Prequalification.

Bidders may be prequalified for any public construction project.

(1995, c. 367, s. 8.)

Since 1995....

The Past 15 Years provided a Myriad of
Different Pre-Qualification Forms

Extra Contractor Work
Lack of consistency
Conflict with public statutes
No backing from SCO and AG's Offices
Occasional appearance of exclusivity

The Past 15 Years provided a Myriad of Different Pre-Qualification Forms

Extra Contractor Work

Lack of consistency

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No backing from SCO and AG's Offices

Occasional appearance of exclusivity

The Committee

University System

- Miriam Tripp, UNC-GA
- Sid Stone, UNC-CH
- Cameron Smith, NCSU
- Bill Barlow, NC A&T
- John Fessler, UNC-C

State Agencies

- Terry Hatcher, DHHS
- Thomas Hunter, NCCCS

Architects

- Lou Jurkowski, BJAC, State Building Commission
- Clymer Cease, PBC+L

STATE GOVERNMENT

- Greg Driver, State Construction Office
- LeAnn Martin, State Attorney's Office
- Grover Burthey, HUB Office DOA

General and Sub Contractors

- Chuck Wilson, CT Wilson
- Edison Cassels, Edison Foard
- Eddie Williams, Buckner Steel

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Architects

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Prequalification Form Section I Minimum Requirements

Section I. Minimum Requirements
(must meet min. requirements to proceed to next
section)

Type of Company, work
NC License and Limits
Bonding
Insurance

Note: Failure to answer all of the following questions may result in disqualification. If you have any questions, contact the person listed below under "Submitted to." The State agency/institution reserves the unqualified right to reject any or all proposals and to waive informalities. The State agency/institution has developed a plan to meet or exceed goals set by GS 143-128 for the participation of minority businesses in public construction contracts. Contractors are expected to be familiar with these initiatives and to comply with program requirements.

Due Date: (Date and Time)

Submitted to: (Contact Name receiving prequalifying packages
Agency/Institution
Address
City, NC Zip Code
Phone number/E-mail address)

Project Title: (Name of Project)

Project Description: (Brief scope of work/description including dollar value)

I. Minimum Requirements

A. Firm's Name and Principal Office serving this project:

(Company Name
Address
City, State Zip Code)

(Contact Person:
Telephone number:
E-mail:)

B. Type of Company (check one):
 Corporation Individual Partnership

Joint Venture Other (please specify): _____

C. Type of Work (check one; file separately for each classification of work):

General Construction Mechanical Plumbing

Electrical Other (please specify): _____

D. License

North Carolina License Type (check):

General Construction Mechanical Plumbing

Electrical Other (please specify): _____

North Carolina License Number: _____

License Limitations or Level: _____

State/County/City Privilege License (provide
copy): _____

E. Bonding

1. Attach letter, dated within the last 30 days, from your surety company or its agent licensed to do business in North Carolina, verifying your company's capability and capacity based on your current value of work for providing sufficient performance and payment bonds for this project. Surety company bond rating shall be rated "A" or better under the A.M. Best Rating system or The Federal Treasury List.

3. Have any funds been expended by a surety company on your behalf?
 Yes No If yes, explain: _____

4. List all surety companies that have provided bonds for your company for the past five (5) years, explanation required if more than one company.

Date Firm

Date Firm

Date Firm

F. Insurance

In order to prequalify, firms must indicate that they can provide evidence of insurance coverage as follows, should they subsequently be the successful bidder. Evidence of insurance in the required amounts can be provided.

1. Worker's Compensation insurance as required by law and Employer's Liability Insurance coverage with minimum limits of \$100,000.

2. General liability insurance with minimum limits of \$500,000 per occurrence for bodily injury and \$100,000 per occurrence/\$300,000 aggregate for property damage.

3. Builder's risk at the full insurable value of the entire work site.

Section I. Minimum Requirements (must meet min. requirements to proceed to next section)

Type of Company, work
NC License and Limits
Bonding
Insurance

Note: Failure to answer all of the following questions may result in disqualification. If you have any questions, contact the person listed below under "Submitted to." The State agency/institution reserves the unqualified right to reject any or all proposals and to waive informalities. The State agency/institution has developed a plan to meet or exceed goals set by GS 143-128 for the participation of minority businesses in public construction contracts. Contractors are expected to be familiar with these initiatives and to comply with program requirements.

Due Date:(Date and Time)

Submitted to:(Contact Name receiving prequalifying packages

Agency/Institution

Address

City, NC Zip Code

Phone number/E-mail address)

Project Title:(Name of Project)

Project Description:(Brief scope of work/description including dollar value)

I. Minimum Requirements

A. Firm's Name and Principal Office serving this project:

(Company Name

Address

City, State Zip Code)

(Contact Person:

Telephone number:

E-mail:)

B. Type of Company (check one):

Corporation Individual Partnership

Joint Venture Other (please specify): _____

C. Type of Work (check one; file separately for each classification of work):

General Construction Mechanical Plumbing

Electrical Other (please specify): _____

D. License

North Carolina License Type (check):

General Construction Mechanical Plumbing

Electrical Other (please specify): _____

North Carolina License Number: _____

License Limitations or Level: _____

State/County/City Privilege License (provide copy): _____

E. Bonding

1. Attach letter, dated within the last 30 days, from your surety company or its agent licensed to do business in North Carolina, verifying your company's capability and capacity based on your current value of work for providing sufficient performance and payment bonds for this project. Surety company bond rating shall be rated "A" or better under the A.M. Best Rating system or The Federal Treasury List.

3. Have any funds been expended by a surety company on your behalf?
 Yes No If yes, explain:

4. List all surety companies that have provided bonds for your company for the past five (5) years, explanation required if more than one company.

Date Firm

Date Firm

Date Firm

F. Insurance

In order to prequalify, firms must indicate that they can provide evidence of insurance coverage as follows, should they subsequently be the successful bidder. Evidence of insurance in the required amounts can be provided.

1. Worker's Compensation insurance as required by law and Employer's Liability Insurance coverage with minimum limits of \$100,000.

2. General liability insurance with minimum limits of \$500,000 per occurrence for bodily injury and \$100,000 per occurrence/\$300,000 aggregate for property damage.

3. Builder's risk at the full insurable value of the entire work site.

Yes No

Prequalification Form Section II General Requirements

Section II, Requirements
(must have 40 to proceed to Section III)

- Experience
- Size/Capacity
- Office Location(s)
- Workload
- Quality Control/Administration
- Financials
- Litigation/Claims
- Safety Record
- HUB Plan

II. General Requirements

A. Experience

1. Number of years in business as a contractor under the company name listed in LA, show _____ years. List any other names your firm operated under previously.

2. List date, State and type of incorporation, partnership, or proprietorship establishment: _____

Date/State/Type (incorporation, partnership/proprietorship)

3. List names of the firm principals appropriate to the type of the firm:
 Corporation: President, Vice-president, Secretary, Treasurer
 Partnership: Partner
 Proprietorship: Owner
 Other: List and explain

4. Has your company ever performed construction work for the State of North Carolina and/or related public agencies and/or title-specific agency/institutions?

____ Yes ____ No. If yes, list the name of the agency, project, dollar value, owner and architect names and contact phone numbers, scheduled completion and actual completion dates for all projects completed within the last five (5) years.

5. Has your organization been pre-qualified to bid on a State agency/institution project and failed to submit a bid?

____ Yes ____ No
 If yes, on a separate sheet list the name of project and reason you did not submit a bid.

B. Size/Capacity

1. How many full-time permanent employees work for the company? _____

2. If the company has more than one office location, how many full-time permanent employees work for the company at the location which will serve this project? _____

3. List the annual dollar value of construction work the company has performed for each year over the last 5 calendar years.

C. Office Locations

1. If your company has multiple office locations, indicate the location of the principal place of business: _____
 (City, State/Country)

2. If your company has multiple office locations, indicate the location that will service this project: _____
 (City, State/Country)

3. How many full-time permanent positions from your company will be located in North Carolina, and how many FICA taxes paid in North Carolina?

_____ of positions

D. Workload

1. How many projects do you currently have under contract or in progress and what is their total dollar value? _____

(List all projects)

Projects totaling \$ _____

2. List the three biggest contracts currently under contract or in progress, including the name of the project, owner and architect names and phone numbers, contract dollar value, percentage complete and currently anticipated completion dates.

E. Quality Control/Administration

1. Describe quality control procedures, including contractor inspection and approval processes, to be applied to this project. List the most recent project where these procedures were used, and provide owner and architect contact names and telephone numbers.

2. Describe management plans for preventing disputes for Information (ITC), shop drawings, submittals, value engineering, change orders, proposals, and requests for deviation. Identify key personnel assigned to those or other special issues. Describe your approach to dispute and claims resolution.

F. Financials - Attach latest balance sheet and Income statement if available, based on company type. Audited statements preferred. If not available, attach a copy of the latest annual renewal submission to the relevant licensing board. (Firms must submit financial data and may clearly indicate a request for confidentiality to avoid this item becoming part of a public record.) Indicate (Dunn & Bradstreet (www.dnb.com) rating if one exists: _____

Rating _____

List any lines of credit, including the identification of the financial institution holding the credit line, contact name and phone number at the institution, current total line of credit, current balance available, and effective date of the stated balance (must be within the last 90 days): _____

Note: As provided by statute, the name of agency/institution will consider keeping trade secrets which the bidder does not wish disclosed confidential. Each page shall be identified in header at the top and bottom as "CONFIDENTIAL" by the bidder. Cost information shall not be deemed confidential. In spite of what is labeled as a trade secret, the determination whether it is or not will be determined by North Carolina law.

G. Litigation/Claims - If yes, list the project(s), dollar value, contact information for owner and architect, date of completion, explain the nature of the claim/dispute item(s), and attach relevant documentation.

1. Has your company ever failed to complete work awarded to it?
 ____ Yes ____ No

2. Has your company ever failed to substantially complete a project in a timely manner (i.e. more than 30% beyond the originally contracted, scheduled completion date)? ____ Yes ____ No

3. Has your company filed any claims with the North Carolina Office of State Construction within the last five years?
 ____ Yes ____ No

4. Has your company been involved in any suits or arbitration proceedings within the last five years? ____ Yes ____ No

5. Are there currently any judgments, claims, arbitration proceedings or suits pending or outstanding against your company, its officers, owners, or agents? ____ Yes ____ No

6. 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

7. Has your present company, its officers, owners, or agents ever been barred from bidding public work in North Carolina?
 ____ Yes ____ No. If yes, explain

H. Safety Record for the past three years:

1. List your company's Experience Modification Rate (EMR)

rate _____

2. List your company's Incidence Recordable Rate (IRR)

rate _____

3. List your company's Lost Day Case Rate (LDCCR)

rate _____

4. If these rates reflect corporate performance over a number of locations, please explain, to the extent possible, the performance experience of the location serving this project.

I. HUB Plan

1. Does the company currently have a documented plan for engaging subcontractor participation from Historically Underutilized Businesses?
 ____ Yes ____ No

2. What has been your company's typical percentage level of Historically Underutilized Business participation for similar projects in this locale? _____%

List an example project including name, percentage achieved and owner representative's name and telephone number.

Section II. Requirements (must have 40 to proceed to Section III)

- Experience
- Size/Capacity
- Office Location(s)
- Workload
- Quality Control/Administration
- Financials
- Litigation/Claims
- Safety Record
- HUB Plan

II. General Requirements

A. Experience

1. Number of years in business as a contractor under the company name listed in I.A., above: _____ years. List any other names your firm operated under previously.

2. List date, State and type of incorporation, partnership, or proprietorship establishment:

Date/State/Type (incorporation, partnership/proprietorship)

3. List names of the firm principals appropriate to the type of the firm:

Corporation: President, Vice-president, Secretary, Treasurer

Partnership: Partners

Proprietorship: Owner

Other: List and explain

4. Has your company ever performed construction work for the State of North Carolina and/or related public agencies and/or this specific agency/institution?

___ Yes ___ No If yes, list the name of the agency, project, dollar value, owner and architect names and contact phone numbers, scheduled completion and actual completion dates for all projects completed within the last five (5) years.

5. Has your organization been pre-qualified to bid on a State agency/institution project and failed to submit a bid?

___ Yes ___ No

If yes, on a separate sheet list name of project and reason you did not submit a bid.

B.Size/Capacity

1. How many full-time permanent employees work for the company?
2. If the company has more than one office location, how many full-time permanent employees work for the company at the location which will serve this project?
3. List the annual dollar value of construction work the company has performed for each year over the last 5 calendar years.

C. Office Locations

1. If your company has multiple office locations, indicate the location of the principal place of business. _____
(City/State/Country)
2. If your company has multiple office locations, indicate the location that will service this project _____
(City/State/Country)
3. How many full-time permanent positions from your company will be located in North Carolina, and have payroll taxes paid in North Carolina?

_____ # of positions

D.Workload

1. How many projects do you currently have under contract or in progress and what is their total dollar value? _____
(#) of projects
projects totaling \$ _____
2. List the three biggest contracts currently under contract or in progress, including the name of the project, owner and architect names and phone numbers, contract dollar values, percentage complete and currently anticipated completion dates.

E.Quality Control/Administration

1. Describe quality control procedures, including contractor inspection and approval processes, to be applied to this project. List the most recent project where these procedures were used, and provide owner and architect contact names and telephone numbers.
2. Describe management plans for processing Requests for Information (RFI's), shop drawings, submittals, value engineering, change orders, proposals, and requests for deviations. Identify key personnel assigned to these or other special issues. Describe your approach to dispute and claims resolution.

F. Financials - Attach latest balance sheet and income statement if available, based on company type. Audited statements preferred. If not available, attach a copy of the latest annual renewal submission to the relevant licensing board. (Firm must submit financial data and may clearly indicate a request for confidentiality to avoid this item becoming part of a public record.) Indicate Dunn & Bradstreet (www.dnb.com) rating if one exists: _____

Rating

List any lines of credit, including the identification of the financial institution holding the credit line, contact name and phone number at the institution, current total line of credit, current balance available, and effective date of the stated balances (must be within the last 30 days).

Note: As provided by statute, the [name of agency/institution] will consider keeping trade secrets which the bidder does not wish disclosed confidential. Each page shall be identified in boldface at the top and bottom as "CONFIDENTIAL" by the bidder. Cost information shall not be deemed confidential. In spite of what is labeled as a trade secret, the determination whether it is or not will be determined by North Carolina law.

G. Litigation/Claims. If yes, list the project(s), dollar value, contact information for owner and architect, date of completion, explain the nature of the claim/delay (item 2), and attach relevant documentation.

1. Has your company ever failed to complete work awarded to it?

Yes No

2. Has your company ever failed to substantially complete a project in a timely manner (i.e. more than 20% beyond the originally contracted, scheduled completion date)? Yes No

3. Has your company filed any claims with the North Carolina Office of State Construction within the last five years?

Yes No

4. Has your company been involved in any suits or arbitration proceedings within the last five years? Yes No

5. Are there currently any judgments, claims, arbitration proceedings or suits pending or outstanding against your company, its officers, owners, or agents? Yes No

6. 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

7. Has your present company, its officers, owners, or agents ever been barred from bidding public work in North Carolina?

Yes No If yes, explain.

H.Safety Record for the past three years:

1. List your company's Experience Modification Rate (EMR)

_____ rate

2.List your company's Incidence Recordable Rate (IRR)

_____ rate

3.List your company's Lost Day Case Rate (LDCR)

_____ rate

4.If these rates reflect corporate performance over a number of locations, please explain, to the extent possible, the performance experience of the location serving this project.

I.HUB Plan

1. Does the company currently have a documented plan for engaging subcontractor participation from Historically Underutilized Businesses?

___ Yes ___ No

2. What has been your company's typical percentage level of Historically Underutilized Business participation for similar projects in this locale? _____%

List an example project including name, percentage achieved and owner representative's name and telephone number.

Prequalification Form Section III Specific Requirements

Section III, Project-Specific Requirements
 • References for similar project work
 • Staffing and Org. Structure
 • Unique project requirements determined by Owner (not requested in previous questions)

II. Project-Specific Requirements

A. Project-Specific References - General project references were requested in section II.A. 4, based on "Yes" responses, and II.C. 11. Please identify at least three projects most closely reflecting the size and complexity of the type of work being requested for the currently proposed project. The work projects should be completed within the last five (5) years, and at least one of which within the last two (2) years. Include:

1. The name of the project;
2. The value of original and final contract;
3. Scheduled and actual completion date;
4. A narrative describing the project and its similarity to the proposed project;
5. The reference on the project;
6. Any performance rating or letter of commendation from the owner;
7. Contact information between and architect.

If this information is already reflected in responses to earlier sections, please simply identify the relevant project and include references.

B. Staffing and Organizational Structure

1. Provide organizational charts reflecting activity, scope, and/or the progression of time dedicated to this project for all key personnel and job descriptions. As attachments, include profiles on all personnel of the project team key personnel to be assigned to this project. For each person, include name, length of time employed by your company, personal position, education and training, professional registration/licenses, and addresses, company and project-specific employment history.

2. Project-specific Staff Experience - Project-specific employment history is requested for key personnel for similar projects performed within the last five years. Information should include project size and description, role and budget performance, project held, authority and responsibilities, contributions made to project success, and include contact/information with phone numbers. Provide evidence that the key personnel have worked together successfully as a team.

3. Staff Availability - Are key personnel also proposed on any other projects for which bidding and/or drawings is pending?
 Yes ___ No ___

If yes, describe general availability and qualifications of potential contractors.

C. This section reflects any further project-specific or unique project requirements, such as licenses, awards/awards, green/LEED certification, construction recycling, submittal processes, etc. DO NOT REPEAT ABOUT QUESTIONS.

IV. Signature

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

A. Date: this day of _____

Submitted by (Name of Contractor's Contact)
 Company Name (as licensed in NC)
 Address
 City/State/Zip Code

Phone: _____
 (Contract person's phone number)

E-mail: _____
 (Contract person's e-mail address)

Signature: _____
 By Authorized Officer

Title of Authorized Officer (Typed)

B. NOTARY CERTIFICATION

North Carolina
 County

I, a Notary Public of the County and State aforesaid, certify that _____ personally appeared before me, that they had acknowledged the execution of the foregoing instrument. Witness my hand and official seal, this the _____ day of _____, 20__.

Official Seal or Stamp
 Notary Public

My commission expires _____, 20__.

Section III. Project-Specific Requirements

- References for similar project work
- Staffing and Org Structure
- Unique project requirements determined by Owner (not requested in previous questions)

III. Project-Specific Requirements

A. Project-Specific References – [General project references were requested in section II. A. 4., based on a “Yes” response, and II. D. 2.] Please identify at least three projects most closely reflecting the size and complexity of the type of work being requested for the currently proposed project. The similar projects should be completed within the last ten (10) years and at least one of which within the last five (5) years. Include:

1. The name of the project
2. Dollar value for original and final contract
3. Scheduled and actual completion dates
4. A narrative describing the project and its similarity to the proposed project
5. Performance on this project
6. Any performance rating or letter of commendation from the owner
7. Contact information for owner and architect

If this information is already reflected in responses to earlier sections, please simply identify the relevant projects and detailed information.

B. Staffing and Organizational Structure

1. Provide organizational structure reflecting authority, responsibility and proportion of time dedicated to this project for all key personnel and job descriptions. As attachments, include qualifications (resumes) of the project team key personnel to be assigned to this project. For each resume, include name, length of time employed with your company, proposed position, education and training, professional registrations/ licenses, and affiliations, company and project-specific employment history.

2. Project-specific Staff Experience - Project-specific employment history is requested for key personnel for similar projects performed within the last five years. Information should include project size and description, time and budget performance, position held, authority and responsibilities, contributions made to project success, and include owner/architect contacts with phone numbers. Provide evidence that the key personnel have worked together successfully as a team.

3. Staff Availability - Are key personnel also proposed on any other projects for which bidding and contracting is pending?

Yes No

If yes, describe general availability and qualifications of potential substitutes.

C. [This section reflects any further project-specific or unique project requirements, such as clean room, hospital/medical, prison, LEED certification, construction recycling, schedule constraints, etc. DO NOT REPEAT ABOVE QUESTIONS.]

IV. Signature

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

A. Dated this day of: _____

Submitted by: (Name of Contractor's Contact)
Company Name (as licensed in NC)
Address
City, State Zip Code

Phone: _____
(Contact person's phone number)

E-mail: _____
(Contact person's e-mail address)

Signature: _____
By Authorized Officer

Title of Authorized officer (typed)

B. NOTARY CERTIFICATION

North Carolina
County

I, a Notary Public of the County and State aforesaid, certify that _____ ,
personally appeared before me this day and acknowledged the execution of the
foregoing instrument. Witness my hand and official seal, this the _____
day of _____ , 20 _____ .

Official Seal or Stamp
Notary Public

My commission expires _____ , 20 _____ .

Yes, There is A Grade

State of North Carolina - Prequalification Ratings Form for Single Prime Contractors

Project Name: _____
SIC Code: _____
Contractor Name: _____

Date of Evaluation: _____

I. General Information

1.1	Company Name	_____	_____	_____	_____
1.2	Business Address	_____	_____	_____	_____
1.3	City	_____	_____	_____	_____
1.4	State	_____	_____	_____	_____
1.5	Zip	_____	_____	_____	_____
1.6	Phone	_____	_____	_____	_____
1.7	Fax	_____	_____	_____	_____
1.8	E-mail	_____	_____	_____	_____
1.9	Website	_____	_____	_____	_____
1.10	Years in Business	_____	_____	_____	_____
1.11	Number of Employees	_____	_____	_____	_____
1.12	Other Information	_____	_____	_____	_____

2.1	Number of Years in Business	_____	_____	_____	_____
2.2	Number of Years in Business (Subcontractors)	_____	_____	_____	_____
2.3	Number of Years in Business (Joint Ventures)	_____	_____	_____	_____
2.4	Number of Years in Business (Partnerships)	_____	_____	_____	_____
2.5	Number of Years in Business (Other)	_____	_____	_____	_____

II. General Information

2.1	Number of Years in Business	_____	_____	_____	_____
2.2	Number of Years in Business (Subcontractors)	_____	_____	_____	_____
2.3	Number of Years in Business (Joint Ventures)	_____	_____	_____	_____
2.4	Number of Years in Business (Partnerships)	_____	_____	_____	_____
2.5	Number of Years in Business (Other)	_____	_____	_____	_____
2.6	Number of Years in Business (Other)	_____	_____	_____	_____
2.7	Number of Years in Business (Other)	_____	_____	_____	_____
2.8	Number of Years in Business (Other)	_____	_____	_____	_____
2.9	Number of Years in Business (Other)	_____	_____	_____	_____
2.10	Number of Years in Business (Other)	_____	_____	_____	_____
2.11	Number of Years in Business (Other)	_____	_____	_____	_____
2.12	Number of Years in Business (Other)	_____	_____	_____	_____
2.13	Number of Years in Business (Other)	_____	_____	_____	_____
2.14	Number of Years in Business (Other)	_____	_____	_____	_____
2.15	Number of Years in Business (Other)	_____	_____	_____	_____
2.16	Number of Years in Business (Other)	_____	_____	_____	_____
2.17	Number of Years in Business (Other)	_____	_____	_____	_____
2.18	Number of Years in Business (Other)	_____	_____	_____	_____
2.19	Number of Years in Business (Other)	_____	_____	_____	_____
2.20	Number of Years in Business (Other)	_____	_____	_____	_____

3.1	Number of Years in Business	_____	_____	_____	_____
3.2	Number of Years in Business (Subcontractors)	_____	_____	_____	_____
3.3	Number of Years in Business (Joint Ventures)	_____	_____	_____	_____
3.4	Number of Years in Business (Partnerships)	_____	_____	_____	_____
3.5	Number of Years in Business (Other)	_____	_____	_____	_____
3.6	Number of Years in Business (Other)	_____	_____	_____	_____
3.7	Number of Years in Business (Other)	_____	_____	_____	_____
3.8	Number of Years in Business (Other)	_____	_____	_____	_____
3.9	Number of Years in Business (Other)	_____	_____	_____	_____
3.10	Number of Years in Business (Other)	_____	_____	_____	_____
3.11	Number of Years in Business (Other)	_____	_____	_____	_____
3.12	Number of Years in Business (Other)	_____	_____	_____	_____
3.13	Number of Years in Business (Other)	_____	_____	_____	_____
3.14	Number of Years in Business (Other)	_____	_____	_____	_____
3.15	Number of Years in Business (Other)	_____	_____	_____	_____
3.16	Number of Years in Business (Other)	_____	_____	_____	_____
3.17	Number of Years in Business (Other)	_____	_____	_____	_____
3.18	Number of Years in Business (Other)	_____	_____	_____	_____
3.19	Number of Years in Business (Other)	_____	_____	_____	_____
3.20	Number of Years in Business (Other)	_____	_____	_____	_____

III. General Information

3.1	Number of Years in Business	_____	_____	_____	_____
3.2	Number of Years in Business (Subcontractors)	_____	_____	_____	_____
3.3	Number of Years in Business (Joint Ventures)	_____	_____	_____	_____
3.4	Number of Years in Business (Partnerships)	_____	_____	_____	_____
3.5	Number of Years in Business (Other)	_____	_____	_____	_____
3.6	Number of Years in Business (Other)	_____	_____	_____	_____
3.7	Number of Years in Business (Other)	_____	_____	_____	_____
3.8	Number of Years in Business (Other)	_____	_____	_____	_____
3.9	Number of Years in Business (Other)	_____	_____	_____	_____
3.10	Number of Years in Business (Other)	_____	_____	_____	_____
3.11	Number of Years in Business (Other)	_____	_____	_____	_____
3.12	Number of Years in Business (Other)	_____	_____	_____	_____
3.13	Number of Years in Business (Other)	_____	_____	_____	_____
3.14	Number of Years in Business (Other)	_____	_____	_____	_____
3.15	Number of Years in Business (Other)	_____	_____	_____	_____
3.16	Number of Years in Business (Other)	_____	_____	_____	_____
3.17	Number of Years in Business (Other)	_____	_____	_____	_____
3.18	Number of Years in Business (Other)	_____	_____	_____	_____
3.19	Number of Years in Business (Other)	_____	_____	_____	_____
3.20	Number of Years in Business (Other)	_____	_____	_____	_____

State of North Carolina - Prequalification Ratings Form for Single Prime Contractors

Project Name: _____

SCO ID #: _____

Contractor Name: _____

Date of Evaluation: _____

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	
contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor

I. Minimum Requirements		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	
I.B.	Type of Company																												
I.C.	Type of Work																												
I.D.	NC License Type																												
I.E.1.	Bonding																												
I.E.2.	Bonding Capacity																												
I.F.	Insurance																												
IV. Signature (See end of form)																													
IV.A.	Signer/Title																												
IV.B.	Notary Certification																												
(Must meet minimum requirements to proceed to Section II.)																													
II. General Requirements		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	
II.A.3.	Financially Sound by SBA	3																											
II.A.4.	SECURITY: Convicted in past 5 yrs	3																											
II.A.1	# years under contract name (2 yrs (1) OR above 3 yrs (2))	2																											
II.A.4.	Excess work for State of NC (range 0-3)	3																											
II.A.5.	Prequalified and failed to submit bid or contract (No=2, Yes w/out cause=0, Yes w/cause=0)	2																											
II.B.1.	FTB	0																											
II.B.2.	* FTB as active (action serving project)	0																											
II.B.3.	annual \$5 value for each of last 3 years	0																											
II.C.1.	principal business location (in NC=1, outside NC=0)	1																											
II.C.2.	Project CC in NC (0-2)	2																											
II.C.3.	* FTB located in NC (range 0-2)	0																											
II.D.1-2.	45 vol. eq. (pass under contract)	1																											
II.E.1	QC Admin processes	1																											
II.E.2.	RSI compliance plan	2																											
II.F.	Financials - Distorted	1																											
II.G.1.	Completed all construction contracts	1																											
II.G.2.	Completed all projects on schedule (7=2, No w/out cause=2, No w/cause=0)	2																											
II.G.3.	Failed to finish w/SCO in past 5 yrs (No=2, Yes w/out cause=2, Yes w/cause=0)	2																											
II.G.4.	Sum of arbitration in past 5 yrs (No=2, Yes w/out cause=0, Yes w/cause=0)	2																											
II.G.5.	Edgework/Signs company (No=0, Yes=0)	2																											
II.G.6.	Contract of charges	0																											
II.G.7.	Brand membership	2																											
II.H.1, 2, 3	PMB membership (range 1, BR rate less than 4, LDCR rate less than 0.5)	3																											
II.I.1	HUB Plan	1																											
II.I.2.	Typical \$ HUB participation (0-3)	2																											
	Subtotal	50	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
(Must have 40 to proceed to Section III.)																													
III. Project Specific Requirements		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	
III.A.	Project Specific References	20																											
III.B.1.	Staff Qualifications	5																											
III.B.2.	Project specific staff experience	5																											
III.B.3.	Staff availability	5																											
III.C.	Project Specific Unique Requirements regard to the project (submit all requirements with any additional written form. If applicable, include unique requirements as well. All points to III.A.)	15																											
	Subtotal	50	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL POINTS		100	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

All scores 90 and above will be prequalified.



State of North Carolina - Prequalification Ratings Form for Single Prime Contractors

Project Name: _____

SCO ID #: _____

Contractor Name: _____

Date of Evaluation: _____

1	2	3	4	5
contractor	contractor	contractor	contractor	contractor

I. Minimum Requirements

I.B.	Type of Company								
I.C.	Type of Work								
I.D.	NC License Type								
	NC License #								
I.E.1.	Bonding								
I.E.2.	Bonding Capacity								
I.F.	Insurance								
IV. Signature (See end of form)									
IV.A.	Signed/Dated								
IV.B.	Notary Certification								
(Must meet minimum requirements to proceed to Section II.)									

II. General Requirements									
II.E.3.	Funds Expended by Surety?		3						
II.E.4.	# Surety Companies in past 5 yrs		3						
II.A.1	# years under current name 0-5 yrs (1) OR above 5 yrs (2)		2						
II.A.4.	Previous work for State of NC (range 0-3)		3						
II.A.5.	Prequalified and failed to submit bid w/o cause (No=2, Yes, w/good cause=2, Yes, w/o cause=0)		2						
II.B.1.	# FTE's		2						
II.B.2.	# FTE's at office location serving project		2						
II.B.3.	annual \$\$ value for each of last 5 years		2						
II.C.1.	Principal business location (in NC=1, outside NC=0)		1						
II.C.2.	Project Office in NC (0-2)		2						
II.C.3.	# FTE's located in NC (range 0-2)		2						
II.D.1.-2.	#\$ value projects under contract		1						
II.E.1	QC Admin processes		3						
II.E.2.	RFI management plan		2						
II.F.	Financials - Listed/attached		1						
II.G.1.	Completed all construction contracts		1						
II.G.2.	Completed all projects on schedule (Yes=2, No, w/good cause=2, No, w/o cause=0)		2						
II.G.3.	Filed claim(s) w/SCO in past 5 yrs (No=2, Yes, w/good cause=2, Yes, w/o cause=0)		2						
II.G.4.	Suits or arbitration in past 5 yrs (No=2, Yes, w/good cause=2, Yes, w/o cause=0)		2						
II.G.5.	Judgments against company (No=2, Yes=0)		2						
II.G.6.	Convicted of charges		2						
II.G.7	Barred from bidding		2						
II.H.1, 2, 3	EMR rate less than/equal 1, IRR rate less than 4, LDCR rate less than 0.8		3						
II.I.1.	HUB Plan		1						
II.I.2.	Typical % HUB participation listed		2						
	Subtotal	50	50		0	0	0	0	0

(Must have 40 to proceed to Section III.)

III. Project Specific Requirements									
III. A.	Project-Specific References		20						
III.B.1.	Staff Qualifications		5						
III.B.2.	Project specific staff experience		5						
III.B.3.	Staff availability		5						
III.C.	Specific or Unique Requirements (expand line items and distribute points consistent with any additions to the prequal form. If no specific or unique requirements required, move all points to 111.A.)		15						
	Subtotal	50	50		0	0	0	0	0
	TOTAL POINTS		100		0	0	0	0	0

All scores 90 and above will be prequalified.

State of North Carolina - Prequalification Ratings Form for Single Prime Contractors

Project Name: _____

SCO ID #: _____

Contractor Name: _____

Date of Evaluation: _____

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	
contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor	contractor

I. Minimum Requirements		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	
IB.	Type of Company																												
IC.	Type of Work																												
IE.	NC License Type																												
IE.1.	NC License #																												
IE.2.	Boarding																												
IE.3.	Boarding Capacity																												
IE.4.	Insurance																												
IV. Signature (See end of form)																													
IV.A.	Signed/Date																												
IV.B.	Notary Certification																												
(Must meet minimum requirements to proceed to Section II.)																													
II. General Requirements		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	
II.A.1.	Years Experienced by Sundry?	1																											
II.A.2.	# Sundry Companies in past 5 yrs	2																											
II.A.3.	# years under current name (5 yrs (1) OR above 5 yrs (4))	3																											
II.A.4.	Previous work for State of NC (range 0-3)	4																											
II.A.5.	Practical field and fiscal to submit bid w/ cause? (No=2, Yes, w/ good cause=3, Yes, w/ cause=4)	5																											
II.B.1.	# PDBs	6																											
II.B.2.	# PDBs (all use location savings project)	7																											
II.B.3.	range \$5,000 per each of last 2 years	8																											
II.C.1.	Presence, business location (in NC=1, outside NC=0)	9																											
II.C.2.	Project Office in NC (0-2)	10																											
II.C.3.	# PDBs located in NC (range 0-2)	11																											
II.D.1-2.	# of value projects (range 0-10)	12																											
II.E.1.	QC Admin processes	13																											
II.E.2.	RFP response time	14																											
II.F.	Financially stable/balanced	15																											
II.G.1.	Completed all construction contracts	16																											
II.G.2.	Completed all projects on schedule (Yes=2, No, w/ good cause=3, No, w/ cause=0)	17																											
II.G.3.	Fiscal discipline w/ PDB in past 5 yrs (None? Yes, w/ good cause=3, Yes, w/ cause=0)	18																											
II.G.4.	Stays or adheres to past 5 yrs (No=2, Yes, w/ good cause=3, Yes, w/ cause=0)	19																											
II.G.5.	Judgment (ignus, company / Form2, Year0)	20																											
II.G.6.	Completed of changes	21																											
II.G.7.	Form of membership E-DB - was awarded 1, B-B not less than 4, E-DB not less than 3	22																											
III.1. 2, 3	Form of membership	23																											
III.1.1.	HUB Plan	24																											
III.1.2.	Typical % HUB participation based	25																											
	Subtotal	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
(Must have 40 to proceed to Section III.)																													
III. Project Specific Requirements		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	
III.A.	Project Specific References	26																											
III.B.1.	Sub C Qualification	27																											
III.B.2.	Project specific staff experience	28																											
III.B.3.	Sub C availability	29																											
III.C.	Specify or List any Requirements beyond the items and distribute points consistent with any additional requirements. If no specific or major requirements requested, these all points to III.A.)	30																											
	Subtotal	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL POINTS		100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

All scores 80 and above will be prequalified.



Questions?

**State Construction Conference
Website**

**State of North Carolina
Prequalification for
Single Prime Contractors**

www.nc-sco.com/Guidelines/guide.htm

Yes, There is A Grade

State of North Carolina - Prequalification Ratings Form for Single Prime Contractors

Project Name: _____

SI 1010 #: _____

Contractor Name: _____

Date of Evaluation: _____

I. General Information

1.1	Contractor's Name				
1.2	Contractor's Address				
1.3	Contractor's Phone				
1.4	Contractor's Fax				
1.5	Contractor's E-mail				
1.6	Contractor's Website				
1.7	Contractor's License No.				
1.8	Contractor's License Expiration Date				
1.9	Contractor's License Type				
1.10	Contractor's License Issued By				
1.11	Contractor's License Status				
1.12	Contractor's License Class				
1.13	Contractor's License Category				
1.14	Contractor's License Subcategory				
1.15	Contractor's License Description				
1.16	Contractor's License Effective Date				
1.17	Contractor's License Expiration Date				
1.18	Contractor's License Renewal Date				
1.19	Contractor's License Renewal Status				
1.20	Contractor's License Renewal Date				
1.21	Contractor's License Renewal Status				
1.22	Contractor's License Renewal Date				
1.23	Contractor's License Renewal Status				
1.24	Contractor's License Renewal Date				
1.25	Contractor's License Renewal Status				

2.1	Contractor's Financial Statements				
2.2	Contractor's Balance Sheet				
2.3	Contractor's Income Statement				
2.4	Contractor's Cash Flow Statement				
2.5	Contractor's Statement of Assets and Liabilities				
2.6	Contractor's Statement of Equity				
2.7	Contractor's Statement of Operations				
2.8	Contractor's Statement of Comprehensive Income				
2.9	Contractor's Statement of Financial Position				
2.10	Contractor's Statement of Financial Performance				
2.11	Contractor's Statement of Financial Condition				
2.12	Contractor's Statement of Financial Health				
2.13	Contractor's Statement of Financial Stability				
2.14	Contractor's Statement of Financial Soundness				
2.15	Contractor's Statement of Financial Strength				
2.16	Contractor's Statement of Financial Resilience				
2.17	Contractor's Statement of Financial Flexibility				
2.18	Contractor's Statement of Financial Adaptability				
2.19	Contractor's Statement of Financial Agility				
2.20	Contractor's Statement of Financial Versatility				
2.21	Contractor's Statement of Financial Versatility				
2.22	Contractor's Statement of Financial Versatility				
2.23	Contractor's Statement of Financial Versatility				
2.24	Contractor's Statement of Financial Versatility				
2.25	Contractor's Statement of Financial Versatility				

II. General Experience

3.1	Contractor's Experience in Similar Work				
3.2	Contractor's Experience in Similar Work				
3.3	Contractor's Experience in Similar Work				
3.4	Contractor's Experience in Similar Work				
3.5	Contractor's Experience in Similar Work				
3.6	Contractor's Experience in Similar Work				
3.7	Contractor's Experience in Similar Work				
3.8	Contractor's Experience in Similar Work				
3.9	Contractor's Experience in Similar Work				
3.10	Contractor's Experience in Similar Work				
3.11	Contractor's Experience in Similar Work				
3.12	Contractor's Experience in Similar Work				
3.13	Contractor's Experience in Similar Work				
3.14	Contractor's Experience in Similar Work				
3.15	Contractor's Experience in Similar Work				
3.16	Contractor's Experience in Similar Work				
3.17	Contractor's Experience in Similar Work				
3.18	Contractor's Experience in Similar Work				
3.19	Contractor's Experience in Similar Work				
3.20	Contractor's Experience in Similar Work				
3.21	Contractor's Experience in Similar Work				
3.22	Contractor's Experience in Similar Work				
3.23	Contractor's Experience in Similar Work				
3.24	Contractor's Experience in Similar Work				
3.25	Contractor's Experience in Similar Work				

4.1	Contractor's Experience in Similar Work				
4.2	Contractor's Experience in Similar Work				
4.3	Contractor's Experience in Similar Work				
4.4	Contractor's Experience in Similar Work				
4.5	Contractor's Experience in Similar Work				
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4.9	Contractor's Experience in Similar Work				
4.10	Contractor's Experience in Similar Work				
4.11	Contractor's Experience in Similar Work				
4.12	Contractor's Experience in Similar Work				
4.13	Contractor's Experience in Similar Work				
4.14	Contractor's Experience in Similar Work				
4.15	Contractor's Experience in Similar Work				
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4.17	Contractor's Experience in Similar Work				
4.18	Contractor's Experience in Similar Work				
4.19	Contractor's Experience in Similar Work				
4.20	Contractor's Experience in Similar Work				
4.21	Contractor's Experience in Similar Work				
4.22	Contractor's Experience in Similar Work				
4.23	Contractor's Experience in Similar Work				
4.24	Contractor's Experience in Similar Work				
4.25	Contractor's Experience in Similar Work				

III. Financial Statements

5.1	Contractor's Financial Statements				
5.2	Contractor's Financial Statements				
5.3	Contractor's Financial Statements				
5.4	Contractor's Financial Statements				
5.5	Contractor's Financial Statements				
5.6	Contractor's Financial Statements				
5.7	Contractor's Financial Statements				
5.8	Contractor's Financial Statements				
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5.10	Contractor's Financial Statements				
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5.12	Contractor's Financial Statements				
5.13	Contractor's Financial Statements				
5.14	Contractor's Financial Statements				
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5.22	Contractor's Financial Statements				
5.23	Contractor's Financial Statements				
5.24	Contractor's Financial Statements				
5.25	Contractor's Financial Statements				