

PREQUALIFICATION TO BID PACKAGE

for

Albemarle Charlottesville Regional Jail

Expansion and Renovation

PQ #25-01



Albemarle Charlottesville Regional Jail
Charlottesville, VA

January 16, 2025

PREQUALIFICATION TO BID PACKAGE

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INVITATION TO PREQUALIFY TO BID
Albemarle Charlottesville Regional Jail
Expansion and Renovation
PQ #25-01

Albemarle Charlottesville
Regional Jail
Charlottesville, Virginia

Contractors interested in submitting construction bids on the Albemarle Charlottesville Regional Jail Expansion and Renovation are invited to prequalify to bid (PQ #25-01).

Contractors:

General Contractors are the only contractors required to prequalify to bid for this Project. Subcontractors are not required to prequalify. Only General Contractors will be considered for this Prequalification to Bid Process. Hereinafter "Contractors" as used herein refers to General Contractors.

Only those Contractors who prequalify to bid in accordance with the Albemarle Charlottesville Regional Jail's Prequalification to Bid Process will be eligible to submit a construction bid for the Project listed herein.

Prequalification to Bid Package:

Contractors wishing to Prequalify to Bid may obtain a Prequalification to Bid Package from:

ACRJ Representative: Downey & Scott, LLC
6799 Kennedy Road, Unit F
Warrenton, VA 20187
(540) 347-5001

COMMUNICATION VIA EMAIL IS PREFERRED

Bill Downey billd@downeyscott.com
Kevin Fallin kfallin@downeyscott.com

Packages must be requested at least twenty-four (24) hours prior to the Deadline for Submittals. Packages will be **e-mailed** to Contractors at their own risk. No packages will be emailed later than twenty-four (24) hours prior to the deadline for submittals.

Deadline for Submittals:

Three (3) hard copies and one (1) electronic copy of fully completed applications **shall be received not later than 4:00 P.M. (local time) on February 14, 2025**. Any application not received by the ACRJ Procurement Manager, 160 Peregory Lane, Charlottesville, Virginia 22902 by the deadline in the preceding sentence will not be considered unless deemed by ACRJ, in its sole discretion, to be in its best interests. Applications shall be addressed to:

Attention: **Albemarle Charlottesville Regional Jail**
Ms. Adrienne Beauford
Procurement Manager
160 Peregory Lane
Charlottesville, Virginia 22902

The outside of the envelope shall be clearly marked “**Prequalification to Bid: Albemarle Charlottesville Regional Jail Expansion and Renovation**” Timely delivery and receipt from the Procurement Manager of the prequalification application is the responsibility of the submitting contractors.

In accordance with the Virginia Public Procurement Act (VPPA) §2.2-4303 letter A, all public contracts with nongovernmental contractors for the purchase or lease of goods, or for the purchase of services, insurance, or construction, shall be awarded after competitive sealed bidding, or competitive negotiation as provided in this section, unless otherwise authorized by law. All local public bodies shall provide an option to submit bids or proposals through eVA or in person (preferred). In cases where bids or proposals are submitted electronically through eVA, the local public body may also require a certain number of paper submissions for review purposes.

The following are instructions for submitting an electronic response:

- a. Go to www.eva.virginia.gov;
- b. Click on “I Sell To Virginia”;
- c. Click on “eVA Supplier Training”; and
- d. Click on “Viewing and Responding to Solicitations Video”.

If a Contractor needs assistance submitting an electronic response, the Contractor must contact eVA Customer Care at 866-289-7367 or email eVACustomerCare@dgs.virginia.gov.

The Project:

The Project will be generally comprised of, but not limited to, the following work:

1. The Project generally consists of the demolition of the existing East Wing totaling approximately 16,000 square feet, renovating approximately 27,000 square feet of the West Wing and Ground Floor, and the construction of a new two-story 40,000 square foot housing and administration wing and new building entrance, and creation of a new detainee outdoor recreation areas. The project intends to register with USGBC under LEED-NC V4 and achieve a LEED Certified rating.
2. Site work includes, but is not limited to the clearing and grading of approximately 2.4 acres for improvements consisting of:
 - Earthwork, sheeting and shoring, excavation and fill
 - Rough and fine grading
 - SWM facilities, including but not limited to temporary measures swales, ponds, bio retention, and manufactured treatment devices
 - Wet and dry underground utilities
 - Open channel and closed conduit storm drainage system
 - Sanitary sewer
 - Site and roadway lighting
 - Site signage and pavement marking
 - Curb and gutter, sidewalks, and concrete and asphalt paving
 - Landscaping and tree preservation
 - Erosion and sediment controls, including permanent and temporary stabilization
 - Site furnishings
 - Demolition of existing conditions
3. HVAC System Summary: The building will be served by packaged rooftop VAV units with direct expansion (DX) cooling coils, hot water heating coils, and enthalpy wheels to precondition outside air. Hot water will be produced by condensing, high efficiency type boilers and distributed throughout the building by base mounted or in-line centrifugal pumps. The boilers and pumps will be sized, and the systems designed to provide two-thirds redundancy for the building.

The units in conjunction with terminal boxes with hot water reheat coils will provide space temperature control throughout the building. Each unit will serve one floor. The rooftop/indoor units will provide code required outside air and cooling to the terminal boxes. The terminal boxes will provide individual

space control for large spaces while smaller spaces will be zoned together. The terminal boxes will modulate the amount of air delivered to the space based on the space temperature with the reheat coils in the terminal boxes providing heat to the space when required. Hot water coils in the rooftop/indoor units will provide additional heat for morning warm up and heating on peak heating days. Additionally, to provide redundancy, the units will include multiple supply and exhaust fans.

A complete building automation system (BAS) with direct digital type controls (DDC) will be provided for the building. The BAS will be used to schedule equipment operation, accomplish temperature set back, and will be furnished with remote monitoring capabilities for off-site monitoring, set point adjustment, and trouble shooting.

4. **Electrical System Summary:** The addition will be fed new 480V service located in a new electrical room. The switchboard and service size are anticipated to be 1200A. A new utility transformer will be located in a yard outside the new electrical room. A new diesel fired generator shall be provided to serve the Addition life safety, stand-by, and normal loads. The generator will be equipped with a belly mounted fuel tank. Interior lighting will be LED; fixture types are primarily direct/indirect, downlights and troffers. Exterior building mounted fixtures shall be LED. The building shall be provided with a lightning protection system. An uninterruptible power supply (UPS) system shall be provided for security electronics power systems, i.e.: door locks, Video Management System, and security systems. Eight (8) existing panelboards will be replaced.
5. **Fire Alarm System:** The Addition shall have a new intelligent, electrically operated, supervised, and closed-circuit type shall be installed for the renovated and new areas. The fire alarm system shall allow for individually annunciated devices and for control of the smoke management system. The system will include fire alarm-programmed dry contacts for security electronics and building automation system monitoring of fire alarm status.
6. **Telephone, Data, and Cable Television Systems:** The Addition shall have inmate phone, commissary kiosk, video visit stations, TV, and Inmate Tablet systems. Telephone/Data shall be distributed through the Administrative Offices and Control Rooms.
7. **Lightning Protection System:** The existing lightning protection system will be evaluated, upgraded as needed and extended to the addition. The facility will be provided with a UL-Certified Lightning Protection System designed and installed in accordance with NFPA 780.
8. **Electronic Security Systems:** Security Electronic Control System, PLC System, Video Graphical User Interface, Access Control/Card Access System, Audio Communications System, Video Surveillance System, Duress Alarm System, Door Monitoring, and Utility Control Systems will be incorporated into the design.
9. **Bi-directional Amplifier System:** A bi-directional amplifier system will be indicated in the drawings and specifications to be added to the building addition for local emergency services tactical radio frequencies. The BDA will be installed to improve reception in areas where the signal was determined to be weak or unavailable.
10. **Elevator Emergency Communications Intercom System:** The current Building Code requires the installation of an emergency communications intercom system if the building is more than one story. The system would consist of a master station located near the main entry doors and an intercom station located near the elevator on the upper floors.
11. Construction is anticipated to begin by **September 15, 2025**.
12. Substantial Completion is anticipated to be no later than **March 16, 2028**.
13. Final Completion is anticipated to be no later than **May 15, 2028**.
14. Contractors will be prequalified without regard to race, religion, color, sex, sexual orientation, gender identity, national origin, age, disability, status as a service disabled veteran, or any other basis prohibited

by state law relating to discrimination in employment.

END OF INVITATION TO PREQUALIFY TO BID

**ALBEMARLE CHARLOTTESVILLE REGIONAL JAIL AUTHORITY (“AUTHORITY”)
PREQUALIFICATION PROCEDURES
Adopted August 28, 2024**

Prequalifying a Vendor

Prospective contractors may be prequalified by the Authority for supplies, services, or construction in accordance with this procedure. The procedure set forth in this section is intended to qualify prospective vendors as qualified vendors prior to the date established for the submittal of bids or proposals.

Procedure

The Authority may prequalify vendors as follows:

- Notice of prequalification: The Authority shall include in a solicitation a provision that prequalification shall be required and include a prequalification application form in the solicitation which shall set forth the criteria upon which the qualifications of prospective contractors will be evaluated. The application form shall request of prospective contractors only such information as is appropriate for an objective evaluation of all prospective contractors pursuant to such criteria. The form shall allow the prospective contractor seeking prequalification to request, by checking the appropriate box, that all information voluntarily submitted by the contractor pursuant to this subsection shall be considered a trade secret or proprietary information subject to the provisions of subsection D of § 2.2-4342.
- Application due date: The solicitation shall require that each application form be received by the Authority at least sixty days prior to the date established for the receipt of bids or proposals.
- Receipt of applications: Each application must be received by the purchasing agent. A prospective vendor whose prequalification application is not received by the application due date shall not be eligible to participate in the procurement.
- Determination and notice thereof: At least thirty days prior to the date established for the receipt of bids or proposals, the Authority shall provide a written determination to each prospective vendor as to whether it is qualified.

Procedure if Vendor Determined to be not Qualified

The Authority may deny prequalification to any contractor only in accordance with Section 2.2-4317(C) of the Code of Virginia. If the Authority makes a determination that a vendor is not qualified, the following procedure shall apply:

- Preliminary notice: Prior to issuing a written determination that a vendor is not qualified, the Authority shall: (1) notify the vendor in writing of the results of the evaluation; (2) disclose the factual support for the determination; and (3) allow the vendor an opportunity to inspect any documents which relate to the determination, if so requested by the vendor, within five business days after receipt of the notice.

- Challenge to evaluation: Within ten business days after receipt of the notice, the vendor may submit rebuttal information challenging the evaluation. The Authority shall issue its written determination of disqualification or ineligibility based on all information in the possession of the Authority, including any rebuttal information, within five business days of the date the Authority received such rebuttal information. If the Authority determines that the rebuttal information reveals that the vendor should be allowed to participate in the procurement, the Authority shall cancel the preliminary determination that the vendor is not qualified.
- Written determination that vendor not qualified: If the rebuttal information, if any, is insufficient to change the preliminary determination that a vendor is not qualified, the Authority shall issue a written determination that the vendor is not qualified based on all of the information in the possession of the Authority, including any rebuttal information. The written determination shall state the basis for the determination. The written determination shall be mailed or hand-delivered to the vendor, but shall otherwise not be distributed to any other persons or vendors.
- Timing of determination that vendor not qualified: The Authority shall issue the written determination that a vendor is not qualified within five business days following the date the Authority received the rebuttal information. If the Authority does not receive rebuttal information, he shall issue the written determination that the vendor is not qualified at any time after the ten business day period following the date the vendor was notified by the Authority of the results of the investigation and evaluation, but prior to the Authority issuing a notice of intent to award.
- Finality of written determination: The written determination shall be final unless the vendor institutes a legal action within ten calendar days of receipt of the notice, as provided by law.

END OF PREQUALIFICATION PROCEDURES

INSTRUCTIONS TO CONTRACTORS REGARDING PREQUALIFICATION TO BID PROCESS

for

ACRJ Expansion and Renovation Charlottesville, Virginia

A. Purpose

1. Albemarle Charlottesville Regional Jail (herein referred to as "ACRJ") has established the Prequalification Process established in Section B above. A copy of the Prequalification to Bid Process for Construction Projects is included in the Prequalification to Bid Package.
2. The purpose of the Prequalification Process is to provide ACRJ with a means to determine which General Contractors are qualified to participate in bidding for construction of the Project. Subcontractors are not required to prequalify. Only General Contractors will be considered for this prequalification to Bid process. Hereinafter "Contractors" as used herein refers to General Contractor.
3. Only those Contractors who have duly complied with the Prequalification Process and have been determined to be qualified will be prequalified to bid, and be eligible to submit construction bids on the Project.
4. The Project is generally defined in the Invitation to Prequalify to Bid.

B. Application

1. Contractors wishing to prequalify to bid must submit their "Application" in the following form:
 - a. Contractor's Application to Prequalify to Bid
 - b. Contractor's Qualification Statement and Questionnaire
 - c. Contractor's informational or marketing brochure, if available.
2. If questions arise concerning the Prequalification Process or the Project, contact Ms. Adrienne Beauford, Procurement Manager (beauforda@acrj.org) for information and clarifications no later than ten (10) days from the posting date.
3. Prequalification Packages are available in accordance with the Invitation.
4. The Application and all supporting data must be submitted **for each of the number of copies** required by the Invitation.
5. Each copy of the Contractor's Qualification Statement and the Questionnaire must have **original** signatures (and shall be sealed if a corporation) and shall be notarized and sealed by a Notary Public.
6. Applications shall be submitted prior to the Deadline for Submittals as described in the Invitation or they might not be considered. It will be the Contractor's responsibility to obtain a receipt from ACRJ as to their submission time of the prequalification package.

Please note that the prequalification applications must be submitted to the Procurement Manager, 160 Peregrine Lane, Charlottesville, Virginia 22902.

7. Applications, which are incomplete or illegible, may be rejected at the discretion of ACRJ. Determination of the completeness of the application will be at the sole discretion of ACRJ.
8. ACRJ reserves the right to waive any informality and/or to request additional information from Contractors, at its discretion.
9. Contractor understands the importance to the prequalification process for this project, and will endeavor to prequalify its proposed subcontractors accordingly. The intent of this RFQ is to prequalify General Contractors, and not the major sub-contractors. ACRJ will seek candid information about Contractor's past performance. Accordingly, by submitting an Application, the Contractor agrees that (1) ACRJ and/or its representative(s) may research and/or verify the information provided and contact third-parties regarding such information, at its discretion; and (2) the Contractor acknowledges that ACRJ has a valid public interest in gathering information regarding the Contractor, thus creating a qualified privilege for persons to share information about the Contractor with the ACRJ and/or its representatives.

C. Addenda

1. Any clarifications, alterations, or changes made to this package shall not be valid unless included in an Addendum.
2. Addenda will be **emailed** to those Contractors having registered with the Procurement Manager or as requested to receive a Prequalification to Bid Package. Hard copies will not be distributed unless specifically requested.
3. No addenda modifying the Prequalification to Bid Package will be issued within a period of twenty-four (24) hours prior to the deadline for submittals, in addition to intervening Saturdays, Sundays, and legal holidays (if any). If it is necessary to issue an addendum within the twenty- four (24) hour period, the date shall be extended without the requirement of re-advertising.
4. Each Contractor shall ascertain from the Procurement Manager prior to submitting their Application, that they have received all addenda issued, and shall acknowledge their receipt of same in the Application.

D. Evaluation

1. ACRJ may deny pre-qualification to any Contractor only pursuant to the criteria as provided in Virginia Code § 2.2-4317(C); Prequalification generally; prequalification for construction, of the Virginia Public Procurement Act. The objective of the evaluation is to objectively determine which Contractor(s), in the opinion of ACRJ and its representative(s), are qualified to perform the Work required for the Project. Each Contractor retains the sole responsibility for adequately demonstrating its own capabilities to be qualified for the project.
2. Evaluation of the Contractor's qualification to perform will be based upon the criteria indicated in paragraph D.1 above, including "appropriate experience" required to prequalify

for this project as follows:

- a. Specific minimum construction experience that constitutes “appropriate experience” required to prequalify for this Project includes:
 - (1) Successful completion as the General Contractor of a minimum of three (3) New and/or Renovation of Courts, Jails, Prisons, Juvenile Detention, or Public Safety projects (at least one of which must be an Adult Local or Regional Jail) in excess of 20,000 square feet or \$15,000,000 total construction value for each project, since January 1, 2009. Preference for these projects should also demonstrate experience with multiple phases and completion deadlines in a related addition/renovation project. This information may be included as an attachment to the Contractors Qualification Statement and Questionnaire. Provide references for each of these projects – Minimum (3) references.
 - (2) Successful completion as the General Contractor of new and/or addition/renovation comparable institutional projects of similar size as this Project and/or complexity as this Project and/or site work requirements as this Project.
 - (3) Proficient management of projects within a specified budget. This includes:
 - i. Experience: Provide examples of at least (3) completed projects, including the initial budget, final cost, and explanations for any deviations.
 - ii. Outcomes: Evidence of maintaining budget compliance without compromising quality or project deadlines.
 - (4) Successful completion (including acceptance by VDOT) as the General Contractor of a minimum of three (3) projects that included roadway, drainage, and entrance work within the VDOT right-of-way since March 1, 2018.
 - (5) For each representative project used to demonstrate compliance with these requirements, provide written explanation of project management approach used to control construction schedule and quality
 - (6) Level of complexity shall be determined by considering the following elements: schedule constraints, management team and approach, automatic building systems, (ATC controls, fire alarm, security, technology wiring infrastructure, and intercommunications); HVAC systems of similar designs, water pumps, automatic sprinkler system; steel and masonry bearing construction; masonry exterior and interior walls; standing seam metal roofing, and TPO roofing systems; and site work commonly associated with Jail facilities.
- b. The same minimum construction experience requirements shall also apply to Contractor's project manager and superintendent to be used on the Project. The Contractor's project manager shall possess a minimum of ten (10) years' experience as the primary project manager on municipal or comparable institutional projects of similar size and complexity as this Project. In addition, the Contractor's superintendent shall possess a minimum of ten (10) years' experience as the primary project superintendent on municipal or comparable institutional projects of similar size and complexity as this Project.
- c. ACRJ may, in its discretion, consider other experience by Contractor and its project

manager and superintendent closely analogous and comparable, in ACRJ's judgment, to specific minimum construction experience specified in D.2.a above as satisfying the requirements of D.2.a.

- d. The information provided by the Contractor in response to the Contractor's Qualification Statement and Questionnaire.
3. Additional information or clarification may be requested by the Owner or Architect after the Application has been submitted. Contractors shall respond to such requests within three (3) calendar days after receipt of such requests.
4. Information found to be incorrect, misleading, or non-responsive may be sufficient cause to reject the Application at the discretion of ACRJ.
5. Subject to Virginia Law, upon Contractor's proper designation, voluntary information submitted by Contractor shall be considered a trade secret or proprietary information.
6. A list of Contractors determined to be prequalified to Bid will be made available in the Construction Bid Documents.

E. Notification of Eligibility for Bidding

1. All Contractors submitting an Application will be notified of ACRJ's determination.
2. Only those Contractors determined to be qualified will be prequalified to bid the ACRJ Expansion and Renovation project.
3. All Applications submitted under this PQ will become the property of ACRJ and will not be returned.
4. ACRJ may cancel this PQ as deemed by ACRJ in its sole discretion to be in the best interest of ACRJ.

END OF INSTRUCTIONS TO CONTRACTORS REGARDING PREQUALIFICATION TO BID PROCESS

CONTRACTOR'S APPLICATION TO PREQUALIFY TO BID

(The Application)

• REPRODUCE "THE APPLICATION" ON CONTRACTOR'S LETTERHEAD •

Date: (insert actual date the application is submitted)

To: **Albemarle Charlottesville Regional Jail
Ms. Adrienne Beauford
Procurement Manager
160 Peregory Lane
Charlottesville, Virginia 22902**

Re: Application to Pre-Qualify to Bid

Contractor:

The undersigned Contractor, being familiar with the project description outlined herein, hereby submits to Prequalify to Bid for the Albemarle Charlottesville Regional Jails Expansion and Renovation project in accordance with the Prequalification to Bid Package.

The undersigned further certifies that additional research into this Contractor's history and past work may be conducted by ACRJ or its representative(s), and that insurance and bonding requirements for the Project can be met by the Contractor.

Following is an enumeration of the documents and information comprising this Application:

1. This Application.
2. The Contractor's Qualification Statement and Questionnaire, signed, notarized, and sealed.
3. Attachments as necessary to provide the information required by the Contractor's Qualification Statement and Questionnaire.

Sincerely,

(Authorized Signature of Contractor's Representative)

END OF CONTRACTOR'S APPLICATION TO PREQUALIFY TO BID

CONTRACTOR'S QUALIFICATION STATEMENT AND QUESTIONNAIRE

Submitted to: **Albemarle Charlottesville Regional Jail**
Ms. Adrienne Beauford
Procurement Manager
160 Peregory Lane
Charlottesville, Virginia 22902

Parent Organization

Office to Perform Work
(If other than parent organization)

Name:

Mailing Address:

Street Address:
(If other than mailing address)

Telephone Number: () | ()

E-mail Address: _____

Name, telephone number, and e-mail address of Contractor's point of contact concerning this questionnaire:

Check on the following, as applicable:

Corporation Partnership Individual Joint Venture
 Other _____

List all of Contractor's subsidiaries, parent organization; and affiliates:

Check below if the Contractor requests that specifically identified information within the submission, or all information within the submission voluntarily submitted by the Contractor shall be considered a trade secret or proprietary information protected from the Freedom of Information Act disclosure, subject to the provisions of §2.2-4342, of the Code of Virginia:

Yes (Specifically Identified Information) Yes (All Information) None

1. **ORGANIZATION** (of the office of the Contractor that is proposed to perform the Work)

1.1 How many years has the office that is proposed to perform the Work been in business as a Contractor?

1.2 How many years has the office that is proposed to perform the Work been in business under its present business name?

1.3 Under what other or former names has the office that is proposed to perform the Work operated?

1.4 If you answer "yes" to any of the following, please provide the name, address, phone number, persons to contact, and circumstances related to the question on a separate attachment.

1.4.1 Has the Contractor or any of its officers, directors, or owners had judgments entered against any of them within the past ten years for the breach of contracts for governmental or nongovernmental construction, including, but not limited to, design-build or construction management?

___Yes ___No _____

1.4.2 Has the Contractor or any of its officers, directors, owners, project managers, procurement managers, or chief financial officials been convicted within the past ten years of a crime related to any activities at all related to any governmental or nongovernmental construction or contracting, including, but not limited to, a violation of Article 6 (§ 2.2-4367 et seq.) of Chapter 43 of Title 2.2, Code of Virginia, (ii) the Virginia Governmental Frauds Act (§ 18.2-498.1 et seq.), (iii) Chapter 4.2 (§ 59.1-68.6 et seq.) of Title 59.1, or (iv) any substantially similar law of the United States or another state?

___Yes ___No _____

1.4.3. Is the Contractor or any officer, director, or owner thereof currently debarred pursuant to an established debarment procedure from bidding or contracting by any public body, agency of another state or agency of the federal government?

___Yes ___No _____

1.4.4. Are there any claims, arbitration proceedings or suits of any kind pending or brought within the last five years against Contractor or any of its officers, directors, or owners relating in any way to any contract?

___Yes ___No _____

If yes, please provide listing of claims/proceedings/suits for last 5 years. Listing shall include names of parties, jurisdiction, brief description, and current status.

1.4.5. Have any federal, state, or local government agencies, institutions, public bodies, or public entities excluded, suspended, or barred Contractor or any of its officers, directors, or owners from bidding on any contract within the past ten years? (Attach documents as necessary.)

___Yes ___No _____

2. LICENSING (local, state, and/or nationwide)

2.1 Does the Contractor have a Class A Virginia General Contractor's license?

____ Yes ____ No _____

2.2. What is the Contractor's Class A Virginia General Contractor's license number (attach a copy of license)?

2.3. Who is Contractor's "Designated Employee" within the meaning of the licensing statute and its implementing rules for purposes of its Virginia Class A General Contractor's license?

2.4. What is the role of the Contractor's Designated Employee in the Contractor's organization?

3. APPROPRIATE EXPERIENCE

3.1 Has the Contractor (parent organization and/or the office that is proposed to perform the Work) ever been denied Prequalification by any governmental or public agency, entity, or body in the last ten years? If so, provide the date, the name and address of the entity, the reason for denial, and attach a copy of the notice of denial.

____ Yes ____ No _____

Explanation: _____

3.2 Legal Issues.

3.2.1 Has Contractor ever failed to complete any work awarded to it?

____ Yes ____ No _____

If the answer to this question is yes, provide the name of the Project, Owner, and Architect/Engineer, including Company name, address, and phone number, associated with the event; and details of the failure to complete.

3.3. Attach a list of all construction projects that **the specific office which will perform this work** has in progress. Do **not** include projects being performed by a home office or branch office other than the specific office that will perform this work.

3.3.1. Include for each, the Owner's name, address, project location, and contact person with phone number of each project.

3.3.2. State total project cost of the work in progress and under contract:

3.3.3. Include for each, architect's firm name, telephone number, and appropriate contact person.

- 3.4. As noted within the “Instructions to Contractors – Appropriate Experience”, attach a list of all new and/or addition/renovation Courts, Jails, Prisons, Juvenile Detention, or Public Safety projects (at least one of which must be an Adult Local or Regional Jail) in excess of **20,000 square feet** or **\$15,000,000 total construction value** for each project that the office proposed to perform the Work has completed since **January 1, 2009**.

The list shall be limited to projects performed by **the specific office from which the project will be managed**. Do not include projects being performed by a home office or branch office other than the **specific office that will perform this work**.

- 3.4.1. Include for each, the Owner’s name, address, project location, and contact person with phone number for each project. State the total construction cost of the work and the type of contract basis used. Provide initial contract amount and final contract amount. Provide brief explanation where changes exceed 3%.
- 3.4.2. Include for each, Architect’s firm name, telephone number, and appropriate contact person.
- 3.4.3. Include for each, the project schedule.
- 3.4.4. Attach resumes of key personnel proposed for this project, demonstrating compliance with the requirements listed in paragraph D.2.b on page C-3, Instructions to Contractors Regarding Prequalification to Bid Process. For key personnel proposed, provide name, intended role on project, years of construction experience, years with current employer, years in current position, and experience on similar projects. Specific experience with the use of Building Information Modeling (BIM) technologies to improve coordination of construction activities is preferred.
- 3.4.5. ACRJ has submitted applications to receive Federal Grant funding for this project. If accepted, the project may be required to comply with Davis Bacon and Related Acts (DBRA). Does the Contractor have experience with federally funded or assisted construction projects which have prevailing Davis Bacon Wage scales and certified payroll reporting requirements?

_____ Yes _____ No

4. **FINANCIAL**

- 4.1. Certify below that the Contractor can obtain a Surety Bond from a corporation included on the United States Treasury list of acceptable sureties corporations in the amount and type required for this project (Bid bond as required by law, Performance Bond for 100% of contract sum) and can provide evidence of such ability, if requested:

_____ Yes _____ No

4.1.1. Name of surety/bonding company:

4.1.2. Name and address of the bonding company agent:

4.1.3. Current bonding capacity with a contract surety/bonding company:

4.1.3.1. For any single project:

4.1.3.2. For all projects:

4.1.4. Current line of bonding credit that surety or sureties have extended to the Contractor (i.e., current outstanding bonds).

4.1.5. Have Performance or Payment Bond claims ever been made to a surety for this Contractor on any project, past or present, within the past five years? If the answer is yes, please describe the claim, provide the name and address of the surety involved and the person or entity making the claim, and state the resolution of the claim:

Yes No

4.1.6. Has any surety refused to bond the Contractor on any project in the last five years? If the answer is yes, provide the name and address of the surety company and specify the reasons given for the refusal:

Yes No

5. **AM Best Rating**

Certify below whether the Contractor can obtain insurance from an insurance company licensed in Virginia that is rated by A.M. Best A-1 or better as to quality and VII or larger as to size in the amounts indicated on the attachment hereto.

Yes No

5.1. Name of insurance company: _____

5.2. Name and address of insurance agent: _____

5.3. Current insurance coverage: _____

5.4. A.M. Best Rating - Quality Rating (FSR): _____

5.5. A.M. Best Rating – Financial Size Category (FSC): _____

5.6. Has any insurance company refused to insure you within the last five years? If your answer is yes, provide the name and address of the insurance company and the reasons.

Yes No

If yes, insurance company name and address and reasons:

_____.

6. Sub-Contractor Listing

Provide listing of potential sub-contractors (3 per trade) for all major trades to include:

- 6.1 Roofing
- 6.2 Masonry
- 6.3 Mechanical
- 6.4 Electrical
- 6.5 Plumbing
- 6.6 Fire Protection.

7. OTHER

7.1. List and/or attach any additional information that the Contractor believes will assist the Owner in evaluating its qualifications for this Project.

The undersigned Contractor certifies that it is a Class A Contractor under 54.1-1100 et seq., of the Code of Virginia. The undersigned Contractor agrees to comply with and be bound by ACRJ's Prequalification Process.

The undersigned hereby acknowledges receipt of Addenda (if any):

Addendum No. _____ , dated _____

Addendum No. _____ , dated _____

The undersigned affiant certifies under oath and under penalty of perjury that the information contained in this Application and Qualification Statement and Questionnaire and attachments thereto, and any other information submitted with this Application is complete, true, and correct so as not to be misleading in any way.

(Firm Name)

(Seal if Corporation)

(Address)

(City, State, Zip Code)

(Signature)

(Title)

(Date)

STATE of _____ , County/City of _____ .

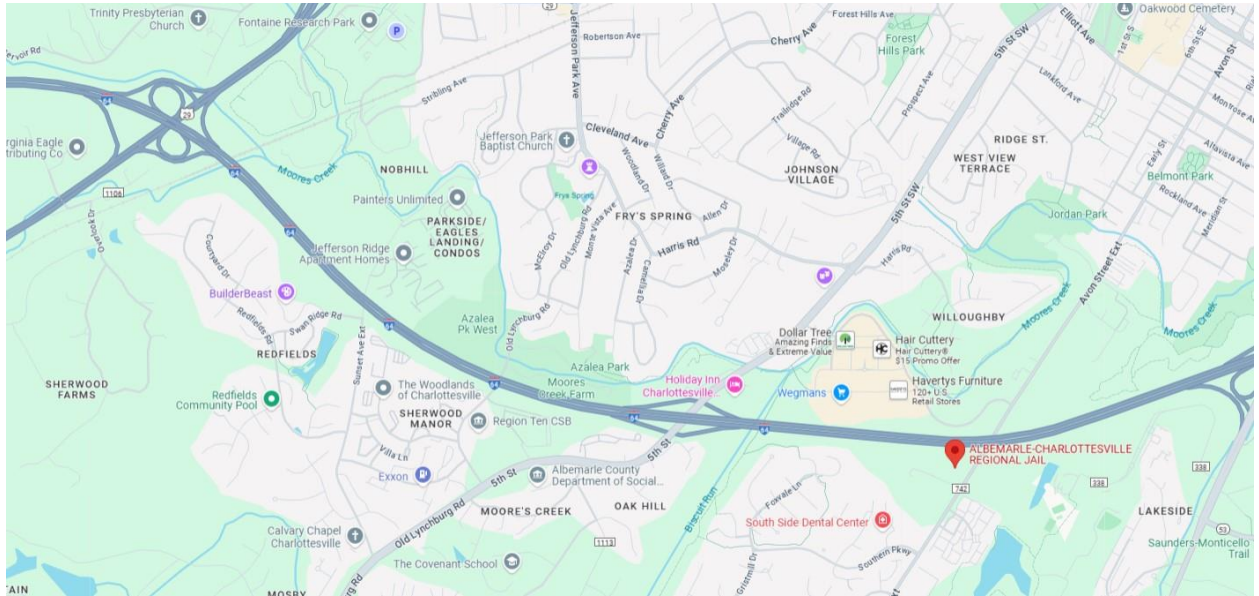
_____ personally known to me or satisfactorily identified to me personally appeared before me this ____ day of _____ , 20____ , and swore or affirmed under penalty of perjury that the information contained in this Application and Qualification Statement and Questionnaire and attachments thereto, and any other information submitted with it was complete, true, and correct so as not to be misleading in any way.

Notary Public Signature _____

My Commission expires _____ .

Notary
Seal

END OF CONTRACTOR'S QUALIFICATION STATEMENT AND QUESTIONNAIRE



Vicinity Map

Albemarle Charlottesville Regional Jail Expansion and Renovation Contractor Pre-Qualification Timeline

January 16, 2025	Advertisement of Pre-Qualification RFQ
February 14, 2025	Pre-Qualification Packages Due
February 15, 2025 – March 13, 2025	ACRJ and Representatives Review all applications, check references, verify bonding capacity, check DPOR complaint history, check legal history, verify project experience, etc.
March 14, 2025	Pre-Qualified General Contractor list established after extensive verification of information and data provided in submitted prequalification submission packages. Downey & Scott forwards pre-qualification recommendations to ACRJ.
March 17, 2025	Letters are sent to all companies who submitted pre-qualification packages. Short-Listed companies will be notified that they have pre-qualified to bid the Construction Project. General Contractors determined to not meet the requirements of the pre-qualification will be notified, and will be advised that they are not precluded from performing on the project as a “sub-contractor”.
April 21, 2025	IFB Issued for Construction of ACRJ Renovation and Addition to Pre-Qualified Contractors.
May 23, 2025	Bids Received
May 24 - June 10, 2025	Bid Analysis/Amount not to Exceed provided to Davenport
June 11, 2025	ACRJ holds De-Scoping Meeting with Apparent Low Bidder (no later than this date)
June 12, 2025	ACRJ Board Meeting/Approve participation in the Virginia Resource Authority/Award Construction Contract
July 10, 2025	ACRJ Board Meeting/Approve Grant Application Note
August 14, 2025	Execute Construction Contract
August 15, 2025	Issue Notice to Proceed
September 15, 2025	Anticipated Start of Construction
March 16, 2028	Substantial Completion
May 15, 2028	Final Completion of Construction

Dates are subject to change