



RENEWABLE WATER RESOURCES

**Purchasing Department
561 Mauldin Road
Greenville, South Carolina 29607**

**REQUEST FOR QUALIFICATION
For
Reedy River Basin Sewer Tunnel**

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Renewable Water Resources
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I. Solicitation Information

Renewable Water Resources (ReWa) is soliciting qualification packages from eligible Contractors regularly engaged in the construction of tunnels. Successful Contractors will be selected based on an assessment of their detailed Statement of Qualification (SOQ). Contractors that have been prequalified in accordance with this Request for Qualification (RFQ) shall receive a Request for Bid (RFB) on the ReWa Reedy River Basin Sewer Tunnel project.

I. a. Project Scope

ReWa has identified capacity limitations with the existing 24-inch and 42-inch gravity interceptors located within the city limits of Greenville. Encroachments to the existing right-of-way, natural barriers, and land availability in this area require alternative technologies in order to expand the existing interceptor system capacity. Alternative technologies that eliminated the potential for overflows for the modeled flow scenarios provided in the previous basin planning studies were evaluated. After considering all alternatives, it was decided that a tunnel is the best option for providing additional sewer conveyance while minimizing public disturbance in the downtown Greenville area.

The project will include the following facilities:

- Site work including clearing and grubbing and removal of three existing structures.
- One 25-foot ID drop shaft, diversion and screening structure, vortex structure on upstream drop shaft, one 15-foot ID access shaft and a vault for the downstream connection.
- Approximately 6,000 linear feet of an approximately 10-foot ID tunnel with 84-inch FRPM carrier pipe grouted in place.
- Near surface connections, including:
 - Approximately 400 feet of new 60-inch gravity sewer,
 - Replacement of 225 feet of existing 42-inch gravity sewer, and
 - Replacement of 900 feet of existing 20-inch gravity sewer with new 36-inch and 42-inch gravity sewer.
- Odor Control and Screening Wall.
- Level and flow monitoring with associated I&C and electrical connections.
- Site restoration and improvements.
- Traffic control work.
- Compliance with permitting and project approval requirements.
- All other appurtenant work.

I. b. Contracting Provisions

ReWa shall not be responsible for any cost incurred by Contractors participation in this prequalification process. Each Contractor shall bear its own expense in connection with the preparation and submission of materials and the provision of any supplemental information requested. ReWa shall have no liability for cost incurred by Contractors in connection with the review and evaluation of prequalification materials and any findings and determinations made therefrom. All materials and information submitted during the prequalification process will become the property of ReWa and will not be returned to the Contractor.

Joint Ventures (JV) may be composed of more than one firm, provided the lead firm is identified and has adequate experience to manage the project. The lead firm must hold at least 51% of the Joint Venture control and carry at least 50% of the bonding burden. In addition, the Joint Venture's jobsite manager shall be duly authorized to make decisions which are binding on the Joint Venture, and he/she shall be empowered to make decisions within his/her delegated authority without having to obtain specific approval from the head office.

The decision to prequalify a Contractor shall not constitute a determination that the Contractor is responsible, and such Contractor may be subsequently rejected as non-responsible on the basis of subsequently discovered information.

Funding through the State Revolving Fund (SRF) in South Carolina will be used to fund all or part of this project. As a result, the project will be subject to federal contracting requirements associated with the funding. In anticipation of these funds, ReWa will apply federal contracting requirements and will be responsible for oversight of these requirements. Other state or federal agencies may require financial oversight and periodic inspection of the project. Prevailing wage rates, sales tax laws and regulations, and local ordinances.

I. c. Project Schedule

- Last day for submittal of Qualifications Materials: June 13, 2017 at 2:00p.m.

(The following schedule is approximate and subject to change)

- Prequalification Acceptance Notices sent to Contractors: June 30, 2017
- Bid packages available: 3rd Quarter 2017
- Mandatory Pre-Bid Meeting: 3rd Quarter 2017
- Bid date: 4th Quarter 2017
- Construction Notice to Proceed: 1st Quarter 2018
- Approximate duration of construction: 24 months

II. Qualification Package

Please refer to the sections below for detailed information on the SOQ submittal requirements and due dates. Contractors with the intention to bid should be responsible for providing information within this section. This section shall contain a cover letter no longer than two (2) pages, signed by an authorized representative. The table of contents shall follow the cover letter. Please refer and strictly adhere to these section requirements.

II. a. Contractor Qualifications

See form Qualification Application Form outlining the proper format to provide below information:

- Provide a general description of the services provided by the Contractor.
- Provide Contractor's name (as shown on IRS form W9) postal address, state of incorporation. Provide year the Contractor was established, years the Contractor has operated under the current name and years the Contractor has been providing services.
- Provide payment and performance bonding/surety company information and Contractor's rating.

- iv. Provide documentation verifying that the Contractor has an acceptable safety record. This documentation includes an outline of the Contractor's written safety program and a list of any adversely resolved or pending citations, lawsuits, administrative proceedings, or hearings initiated by the Occupational Safety and Health Administration (OSHA) concerning project safety practices of the Contractor in the last 5 years. The Contractor must provide their most recent Experience Modification Rate (EMR) and their Days Away, Restricted, or Transferred (DART) Rate for each of the last three previous years, as outlined in Attachment A. Contractor must meet these requirements in order for ReWa to evaluate the SOQ.
- v. Provide Contractor's history, including present ownership and key management individuals. Describe any anticipated or existing changes in overall corporate management ownership. If the Contractor is involved in any bankruptcy or reorganization proceedings, include bankruptcy petition, showing the case number and the date on which the petition was filed, and a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued. Contractor must have been in existence for a minimum of five (5) years under its current company name. Changes in company name during the experience period are acceptable if the continuity of the company structure can be demonstrated.
- vi. List Contact person from company including name, title, telephone number, fax number and email address.
- vii. List any pending litigation and the nature of litigation for the past five (5) years including any environmental fines.
- viii. List all events within the last five (5) years where the Contractor has defaulted on a contract/subcontract. Identify by year of the incident, project owner, owner contact information, project name, and the basis for the action. This includes all Bankruptcies, Liquidated Damage Claims, Loan Defaults, Bonding Claims/Payments, Bonding Refusal and Failure to complete a project.
- ix. A one hundred percent (100%) payment and performance bond will be required under contract for this project. As a part of this RFQ, Contractor must provide a letter from their bonding company verifying their bonding limit and certifying they can obtain the required bonds once the final cost is established. Letter shall be based on a \$45M project. Contractor must meet these requirements in order for ReWa to evaluate the SOQ.
- x. Provide a list of all Construction contracts held by the firm or JV firms, still in progress with more than 10% of the work remaining to be completed, with contract amounts shown.
- xi. List any projects within the last five (5) years where the actual completion date was greater than 12 months than the original completion date. Submittals with an actual completion date greater than 12 months than the original completion will not normally be prequalified. However, Contractors with a project that was completed 12 months greater than the original completion date must provide additional supporting information if they believe that extenuating circumstances resulted in this delay. Owner approved contract extensions are acceptable and must be clearly described in the submittal. ReWa reserves the right, at its sole discretion, to prequalify Contractors with a project that was completed 12 months greater than the original completion date if ReWa determines that the reported delay is not reflective of the Contractor's past job performance.
- xii. Attach a copy or outline of the Contractor's written substance abuse policy.
- xiii. Attach a copy or outline of the Contractor's Written Quality Assurance Program.

II. b. Related Project Experience

All of the project references must meet below listed criteria:

- i. Describe a minimum of three (3) completed hard rock tunnel projects constructed by the firm, with ample description of the work performed. All provided project information – see form *Project Reference Form* outlining the proper format to provide the below mandatory information:

1. Project name.
 2. Project location.
 3. Project Owner's name and contact information (address, phone, email).
 4. Owner's designated Construction Manager and Engineer's name and contact information.
 5. Project value.
 6. Bid completion date and actual completion date.
 7. Name of surety company.
 8. Contact person familiar with the contractor's bonding performance and history.
 9. Key names of Contractor personnel whom worked on the projects.
 10. Project description including scope of work and roles and responsibilities (i.e. – prime or General Contractor, Joint Venture partner, subcontractor, etc.).
 11. If part of a Joint Venture (JV), provide names of JV members, description of role and participation in JV.
 12. Provide diameter, depth and initial support methods of shafts including a brief description of geologic conditions (i.e. – rock type, typical strength, abrasivity, etc.).
 13. Minimum hard-rock tunnel length for each project shall be at least 3,000 feet excavated with a TBM.
- ii. The listed projects shall meet all or portions of the requirements listed below with at least one project meeting all listed requirements:
1. Demonstrate experience with hard-rock tunnel boring machines greater than 8 feet in diameter.
 2. Demonstrate experience with construction of shafts greater than 20 feet in excavated diameter in hard-rock.
 3. Underground construction values of at least \$20M.

Projects which have been awarded, but not completed, will be considered if the tunnel excavation is complete and the work is proceeding satisfactorily as of the date of the prequalification submittal.

III. Key Personnel and Equipment

- a) List the key personnel proposed for the project and include short resumes for each. Include a stated commitment to dedicate appropriate personnel resources to the project.
- b) See form *Project Manager Experience Form* outlining the proper format to provide the following information – identify the Project Manager and include a description of his/her related project experience, education, and pertinent training and certifications. All tunneling operations shall be managed by a project manager who is a graduate civil engineer, mining engineer, or geologist from an accredited college or university with at least 10 years of experience on underground construction and has 5 years of management experience on at least three (3) similar projects in the past 20 years involving projects of similar size constructed by similar methods. Additionally, one (1) of those projects having a constructed value of at least \$20M. A primary and alternative Project Manager must be prequalified by each Contractor. Attach a resume for each.
 - a. Should the selected Contractor staff the project with a candidate other than the proposed primary or alternate Project Manager as submitted in the RFQ process, ReWa reserves the right to assess damages of up to \$50,000 unless prior ReWa approval is granted.
- c) Identify and describe hard-rock tunnel boring machine(s) currently owned by the Contractor or available for purchase capable of completing the tunnel excavation described.
- d) Statement of Intent to Bid.

IV. Safety Performance

The Contractor must provide their most recent Experience Modification Rate (EMR) and their Days Away, Restricted, or Transferred (DART) Rate for each of the last three previous years, as outlined in

V. Claims/Final Resolution/Judgments

If any of the following actions occurred on, or in conjunction with, any project performed by the Contractor, any affiliate, or their officers, partners or directors in the last ten years please provide details on a separate sheet for each instance:

- Legal action implemented by Contractor against Owner.
- Legal action implemented by Contractor against Subcontractor.
- Legal action implemented by Owner.
- Legal action implemented by Subcontractor.
- Settlement or close-out agreement in effect with Owner.
- Judgments.
- Arbitrations.
- Environmental fines issued in association with Contractor’s work efforts.

VI. Selection Criteria

To prequalify for this project all of the documents/statements listed in the section titled “*Qualification Package*” must be satisfactorily submitted and the following minimum criteria must be achieved in the prequalification documentation for all categories:

| Criteria | Pass | Fail (No Prequalification) |
|---|--|--|
| Bonding capacity | Meets requirements in “ <i>Qualification Package</i> ” paragraph II.a.ix. | Does not meet requirements in “ <i>Qualification Package</i> ” paragraph II.a.ix. |
| Hard-rock boring machine tunneling and shaft experience | Meets requirements in “ <i>Qualification Package</i> ” paragraph II.b. and “ <i>Key Personnel and Equipment</i> ” section III. | Does not meet requirements in “ <i>Qualification Packet</i> ” paragraph II.b. and “ <i>Key Personnel and Equipment</i> ” section III. |
| Ability to meet project schedule | Successful documentation on completing projects, paragraph II.a.xi | Completion delays greater than 12 months from the original completion date, paragraph II.a.xi (without extenuating circumstances acceptable to ReWa) |
| Contractor Safety Record | EMR of 1.30 or less, Attachment A, section I. | EMR greater than 1.30, Attachment A, section I (without extenuating circumstances acceptable to ReWa) |
| Contractor Safety Record | 3-year average DART Rate of 2.86 or less, Attachment A, section II. | 3-year average DART Rate greater than 2.86, Attachment A, section II (without extenuating circumstances acceptable to ReWa) |

VII. Submittals and Inquiries

The qualification package should be no more than forty (40) pages in length. Financial, Safety, Quality Assurance and Substance Abuse information shall not be included in the page count. Pages shall be 8.5”x11” with the exception of charts, photos, and exhibits which may utilize 11”x17” folded to 8.5”x11”. Pages shall use standard text no smaller than 10 point. To be considered, packages should include one (1) original and five (5) copies including one (1) CD mailed or delivered to:

Stephanie Selman
 ReWa Purchasing Department
 561 Mauldin Road
 Greenville, South Carolina 29607

Re: **RFQ #388–05/08/2017 Contractor Prequalification – Reedy River Basin Sewer Tunnel**
 RFQ #388 Reedy River Basin Sewer Tunnel – Contractor

VIII. Due Dates and Inquiries

Qualification packages must be received no later than **June 13th, 2017 at 2:00 p.m.** local time at the address shown above.

Questions should be directed to Stephanie Selman at 864-299-4000 ext. 274 or via e-mail at stephanies@re-wa.org no later than **June 2nd, 2017 at 5:00 p.m.** local time. No others are to be contacted regarding this solicitation. ReWa will not be responsible for or bound by any oral instructions made by an employee(s) of ReWa regarding this solicitation.

IX. Terms and Conditions

All aspects of this solicitation shall be governed by the Procurement Code adopted by ReWa.

INSTRUCTIONS TO RESPONDENTS

1. All aspects of this solicitation shall be governed by the Procurement Code adopted by ReWa.
2. Response amendments thereto or withdrawal requests received after the time advertised for opening will be void regardless of when they were mailed.
3. Attach complete specifications for and permitted substitutions offered, or when amplification is desirable or necessary.
4. If specifications or descriptive papers are submitted with the response, enter respondents name thereon.
5. If applicable, unit prices shall govern over extended prices, and written out prices shall govern over numeric prices, unless otherwise stated in notice.
6. Responses must be based upon payment 30 EOM. Discounts for payment in less than thirty (30) days will not be considered in making award.
7. In case of Respondent's default ReWa reserves the right to purchase any or all items/services in default on open market, charging Respondent with any excessive costs.
8. The right is reserved to reject any response in which the delivery time indicated is considered sufficient to delay the operation for which the goods/services are intended.

In compliance with solicitation, and subject to all conditions, thereof, the undersigned offers and agrees to, if this response is accepted.

Below listed Addenda (if applicable) is hereby acknowledged:

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

Company Name: _____

Phone: _____ Fax: _____

Address: _____

Response signed in writing by:

Signature: _____

Printed Name: _____

Title: _____

Response Date: _____

Qualification Application Form

Contractor

Contractor Name (as it appears on w-9): _____

Address: _____

State of Incorporation: _____

Contact Person

Name: _____

Title or Position: _____

Telephone Number: _____

Mobile Number: _____

Email Address: _____

Provide payment and performance bonding/surety company information below. To be acceptable, a surety shall have an A.M. Best Rating of "A-" or higher.

Name: _____

Address: _____

Point of Contact: _____

Surety A.M. Best Rating: _____

Provide documentation verifying that the Contractor has an acceptable safety record.

2014 EMR: _____

2015 EMR: _____

2016 EMR: _____

Contractor's history, including present ownership and key management individuals.

Describe any anticipated or existing changes in overall corporate management ownership.

Number of Years in Business under current company name: _____

(Note: Contractor must have been in existence for a minimum of five (5) years under its current company name. Changes in company name during the experience period are acceptable if the continuity of the company structure can be demonstrated. Attach separate documentation, if applicable.)

Enclose with the prequalification application a separate written description of the proposed project approach. This shall include a description of the general tasks required to fulfill a project of this type and magnitude as well as the Contractor's approach to completing those tasks in a timely and efficient manner.

If Contractor answers "YES" for **ANY** of the following questions 1 – 5, Contractor must attach additional information as indicated.

1. Has the Contractor ever defaulted on a contract or subcontract?

Yes No

If "yes," please explain on a separate signed page. Identify by year of the incident, project owner, owner contact information, project name, and the basis for the action.

2. Is the Contractor involved in any bankruptcy or reorganization proceedings?

Yes No

If "yes," please attach a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued.

Note: Questions 3 and 4 refer only to disputes between you and a project Owner. You need not include information about disputes between you and a supplier, another contractor or subcontractor in the past five (5) years. You may omit reference to all disputes regarding amounts less than \$25,000.

3. In the past five years, has any claim against the Contractor concerning the Contractor's work on a construction project been filed in court or submitted for mediation or arbitration?

Yes No

If "yes," on separate signed sheets of paper identify the claim(s) by providing the project name, date of the claim, claimant name, a brief description of the nature of the claim, the court in which the case was filed, details of the arbitration or mediation, and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

4. In the past five years, has the Contractor made any claim against a project owner concerning work on a project or payment for a contract and filed that claim in court or requested mediation or arbitration?

Yes No

If "yes," on a separate signed page, provide the project name, date of the claim, name of the entity (or entities) against whom the claim was filed, a description of the nature of the claim, the court in which the case was filed, and a description of the status of the claim (pending, or if resolved, a brief description of the resolution).

5. In the past five years, has a surety company made payments on Contractor's behalf as a result of default, to satisfy any claims made against a performance or payment bond issued on the Contractor's behalf, in connection with a public or private construction project?

Yes No

If "yes," please explain on a separate signed page the amount of each such claim, the name and telephone number of the claimant, the date of the claim, the grounds for the claim, the present status of the claim, the date of resolution of such claim if resolved, the method by which such was resolved if resolved, the nature of the resolution and the amount, if any, at which the claim was resolved.

Project Reference Form

Describe a minimum of three (3) completed projects of similar type and size as defined in Section II. (Repeat the use of this form as necessary)

Project Name and Location: _____

Project Owner: _____

Owner Contact Name and title: _____

Owner Contact Telephone No. _____

Email Address: _____

Owner's Construction Manager & Contact Information: _____

Project Engineer & Contact Information: _____

Name of Surety: _____

Contact person familiar with Contractor's bonding and performance and history: _____

Key Contractor Personnel & Title:

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Provide a detailed description of the project scope of work on separate page including clear roles and responsibilities of all parties involved (provide length, diameter, ground type, excavation and support means and methods that were used, number/size of shafts and other pertinent information as appropriate).

Scheduled Duration: _____

Bid Completion Date: _____

Actual Completion Date: _____

Project Value: \$ _____

Cost overrun: Yes: \$ _____ No: _____

Cost or schedule overrun explain reason briefly: _____

Project references must meet the Qualifications listed above in Section II. Provide supporting documentation that substantiates meeting these qualifications.

Project Manager Experience Form

List the Contractor's primary and alternate Project Managers that would be assigned to this project. For each person listed, provide reference project information that meet the requirements stated in Section III. If any listed reference project was performed while individual was employed with another Contractor or entity, include the Contractor or entity with the reference project information. Attach a resume for each Project Manager.

Project Manager #1 (Primary)

Name: _____ Year Employment Started with Contractor: _____

Location: _____

Project #1: Name: _____ Year Completed: _____

Contract Amount: \$ _____

Name of Owner: _____

Name of Owner's Representative: _____

Phone Number: _____

Project Description: _____

Project #2: Name: _____ Year Completed: _____

Contract Amount: \$ _____

Name of Owner: _____

Name of Owner's Representative: _____

Phone Number: _____

Project Description: _____

Project #3: Name: _____ Year Completed: _____

Contract Amount: \$ _____

Name of Owner: _____

Name of Owner's Representative: _____

Phone Number: _____

Project Description: _____

2. Project Manager #2 (Alternative)

Name: _____ Year Employment Started with Contractor: _____

Location: _____

Project #1: Name: _____ Year Completed: _____

Contract Amount: \$ _____

Name of Owner: _____

Name of Owner's Representative: _____

Phone Number: _____

Project Description: _____

Project #2: Name: _____ Year Completed: _____

Contract Amount: \$ _____

Name of Owner: _____

Name of Owner's Representative: _____

Phone Number: _____

Project Description: _____

Project #3: Name: _____ Year Completed: _____

Contract Amount: \$ _____

Name of Owner: _____

Name of Owner's Representative: _____

Phone Number: _____

Project Description: _____

ATTACHMENT A

PAST SAFETY PERFORMANCE

ReWa greatly values the relationships with our contractors and understand that we share a mutual goal of ensuring that every employee works, every minute of every day, in an environment that will allow them to return safely home at the end of their work shift.

ReWa's goals:

- ✓ ZERO fatalities
- ✓ ZERO disabling injuries
- ✓ ZERO lost workdays
- ✓ ZERO recordable incidents
- ✓ ZERO fires and other events that result in loss of property
- ✓ ZERO environmental accidents; and
- ✓ Strict compliance with all OSHA regulations; and
- ✓ 100% compliance with OSHA regulations related to excavation safety
- ✓ 100% compliance with OSHA regulations related to confined space entry
- ✓ 100% compliance with OSHA regulations related to fall protection

In order to ensure that we hire only those contractors that share our values regarding employee safety, for this project we will consider each contractor's safety record as part of the prequalification process.

PAST SAFETY PERFORMANCE SUBMISSION REQUIREMENTS

I. **Experience Modification Rate (EMR)**

a. Definition: The Experience Modification Rate is a widely used indicator of a contractor's past safety performance. The insurance industry has developed experience rating systems as an equitable means of determining premiums for workers' compensation insurance. A Contractor's rating is based on a comparison of Contractors doing similar types of work.

Workers' compensation insurance premiums for a contractor are adjusted by this rate. Lower rates, meaning that fewer or less severe accidents had occurred than were expected, result in lower insurance costs. A contractor's EMR is adjusted annually by using the rate for the first three of the last four years.

b. Standard: The Contractor shall report their current EMR where indicated on Attachment A. If EMR data is not available the Contractor shall provide a statement certifying that the information is not available and an explanation as to why the information is not available. Also, in the event the information cannot be provided, the Contractor shall provide the name and telephone number of a representative of its Workman's Compensation Insurance provider that is familiar with the Contractor's past safety performance. Applications which do not include the required information will be normally deemed as non-responsive and will not be prequalified. ReWa reserves the right, at its sole discretion, to prequalify an Contractor that is unable to provide the required information in the event that ReWa determines that the Contractor has provided an acceptable explanation as to why the information is unavailable and ReWa determines, through some other means, that the Contractor has an excellent safety record.

ReWa shall evaluate applications using the following standards:

Acceptable: EMR of 1.30 or less

Not Acceptable: EMR greater than 1.30

Submittals with an EMR greater than 1.30 will not normally be prequalified. However, Contractors with an EMR of greater than 1.30 must provide additional supporting information if they believe that extenuating circumstances unrelated to job site safety have resulted in their high EMR. ReWa reserves

Contractor's Statement of Intent to Bid

As Contractor for prequalification for Renewable Water Resources Reedy River Basin Sewer Tunnel project, I hereby give notice of intent to submit a bid:

Type of legal entity: _____

Contractor

Contractor: _____

By: _____

Title or Position: _____

Signature: _____