



**FAIRFAX COUNTY
PUBLIC SCHOOLS**

Department of Facilities and Transportation Services

Office of Administrative Services
10640 Page Avenue, Suite 300
Fairfax, Virginia 22030

EXTERIOR LIGHTING SERVICES PROJECTS NOTICE OF REQUEST FOR QUALIFICATIONS

The Fairfax County School Board (the "Owner") is accepting Prequalification Applications from contractors to perform certain exterior light pole replacements, pole mounted fixture/lamp maintenance/replacements, and installations and/or upgrades of sports lighting systems and parking/exterior lighting systems, all as described in more detail in the Prequalification Instructions (such services referred to herein as "Exterior Lighting Services").

Only those contractors who are prequalified by the Owner pursuant to this Request for Qualifications (this "RFQ") will be eligible to submit bids in response to any one or more solicitations issued by the Owner for Exterior Lighting Services during the period beginning on the bid submission date in Phase II of the first Exterior Lighting Services Project after the date hereof and ending on the one year anniversary of such date, unless extended by Owner for one additional year thereafter (the "Prequalification Period").

The response to the Request for Prequalification shall be submitted to the Fairfax County Public School Board on later than 30 days from the advertised bid opening date. Facsimile and e-mail transmissions will not be accepted for this purpose.

All respondents to this RFQ shall submit their completed Prequalification Applications to the Owner at the following address in accordance with the requirements of the Prequalification Instructions:

Fairfax County Public Schools
Office of Facilities Management
5025 Sideburn Road, Room 16
Fairfax, Virginia 22032-2637
Attention: Ms. Angela David, Contract Administrator

The envelope or other container holding the completed Prequalification Application should be marked as follows:

SEALED APPLICATION—DO NOT OPEN

FAIRFAX COUNTY SCHOOL BOARD

Fairfax County, Virginia

EXTERIOR LIGHTING SERVICES PROJECTS PREQUALIFICATION INSTRUCTIONS

A. GENERAL

1. Purpose of Contractor Prequalification.

The Owner anticipates issuing one or more solicitations for the performance of Exterior Lighting Services (as defined below) during the Prequalification Period. As employed herein, the term "Exterior Lighting Services" shall refer to the following (such services, as described in more detail below, to be collectively referred to herein as the "Exterior Lighting Services"):

- Exterior light pole replacements;
- Pole mounted fixture/lamp maintenance or replacements; and
- Installation and/or upgrade of sports lighting systems or parking/exterior lighting systems.

Any such solicitation may provide for the performance of any one or more of the services identified as Exterior Lighting Services herein.

The purpose of prequalification is to establish the eligibility of qualified contractors which have a record of demonstrated success to participate in one or more competitive sealed bidding processes to perform the Exterior Lighting Services on behalf of the Owner. Only those contractors who shall have been prequalified by the Owner pursuant to this RFQ will be eligible to submit bids in response to any solicitation covering Exterior Lighting Services that may be issued by the Owner during the Prequalification Period. The Owner has determined that it is not in the public interest to have unqualified contractors participate as bidders in the procurement process, as such participation tends to undermine the competitive process and to discourage participation by qualified contractors which comply with applicable requirements.

The Owner shall not be responsible for any costs incurred by applicants as a result of their participation in Phase I or Phase II of this procurement process. Each applicant shall bear its own expenses in connection with such participation, including the provision of any supplemental information that may be requested. The Owner shall have no liability for costs incurred by applicants in connection with the preparation and evaluation of prequalification materials or any findings and determinations made therefrom.

2. Two-Phase Procurement Process.

A two-phase procurement procedure will be employed in connection with the solicitation and award of any contract for Exterior Lighting Services during the Prequalification Period.

Phase I will consist of the submission of the Prequalification Application Form. The Owner will evaluate such information and those applicants determined to be qualified will be eligible to participate in Phase II. All applicants will be notified as to whether or not they are judged to be qualified. An unsuccessful applicant may reapply for Prequalification; provided, however, no such reapplication shall be submitted within 12 months of the Owner's most recent determination with respect to the Applicant under Phase I; and provided further that no such reapplication may be submitted more frequently than once in any 12-month period.

Phase II of the procurement process will consist of the submission and evaluation of bids submitted by prequalified contractors. Following the completion of Phase I, one or more Invitations for Bid (each, an "IFB") covering all or any portion of the Exterior Lighting Services may be issued during the Prequalification Period by the Owner and will govern Phase II. Only bids from contractors who were prequalified during Phase I will be solicited, accepted and considered by the Owner during Phase II of this process.

3. Addenda and Interpretations.

All requests for interpretation of the meaning of the Prequalification Instructions and Prequalification Application must be made in writing. Requests for such interpretations should be addressed to: Office of Facilities Management, 5025 Sideburn Road, Fairfax, Virginia 22032, Attention: Coordinator.

In order to be given consideration, such requests must be received at least 7 days prior to the date fixed for submission of the Prequalification Application. Any and all such interpretations and any supplemental instructions or changes will be in the form of written addenda which, if issued, will be sent to all prospective applicants not later than three days prior to the date fixed for submission of the Prequalification Application. Failure of any applicant to receive any such addenda shall not relieve such applicant from any obligation under its application as submitted. Upon issuance by the Owner, addenda shall be deemed to have become a part of this RFQ to the same extent as if set forth fully herein.

4. Applicant Misrepresentation.

If any applicant knowingly makes a misrepresentation in submitting information to the Owner, such misrepresentation may constitute sufficient grounds for denying prequalification to that applicant, rescinding the applicant's prequalification, rejecting a bid under Phase II of the bidding process, rescinding an award of a contract, or rescinding the contract itself. Any such misrepresentation also may result in debarment of the Applicant by the Owner.

B. DESCRIPTION OF EXTERIOR LIGHTING SERVICES

The Exterior Lighting Services consist generally of the following types of services, any or all of which may be included in an IFB issued by the Owner during Phase II of this process. Of course, the scope of work for each project will be subject to, and governed by, the Contract Documents for that particular project.

Exterior Light Pole Replacements:

The successful contractor shall provide professional services for the removal, disposal, and replacement of exterior light poles and related underground conduit and wiring as detailed in the applicable project specifications and as shown on project plans.

Pole Mounted Fixture/Lamp Maintenance or Replacements:

The successful contractor shall provide professional services for: (i) the maintenance and replacement of exterior lamps in pole-mounted field and parking lot fixtures, and exterior ceiling and wall mounted lighting fixtures; (ii) cleaning reflectors and lenses of fixtures; and/or (iii) repairing associated light fixture systems (wiring, control, etc.) as needed at various Fairfax County Public School sites.

Sports Lighting System & Parking/Exterior Lighting Systems:

The successful contractor shall furnish and install sports field lighting, parking or other exterior lighting in its entirety to provide a complete system. As to sports lighting systems, this work shall include but not necessarily be limited to the installation of sports lights fixtures, concrete poles, service platform cage assemblies, underground conduit and wiring, service enclosure, service gear, transformers, coordination with utilities, coordination and re-energizing, replacing, or removing of existing services, wiring or equipment as detailed in the applicable project specifications and as shown on the project plans.

C. PREQUALIFICATION SUBMITTAL

1. Submittal Format.

- a. Prequalification Applications and supplemental information must be typed or printed. One original (so marked) and five (5) copies of all submittal materials must be submitted, each in a suitable binder. Pages in the Prequalification Application and supplemental information should be consecutively numbered. Information presented therein should be straightforward and concise. All materials submitted shall become the property of the Owner and will not be returned to the Applicant.
- b. The Owner must receive Prequalification Applications and supplemental information no later than the time specified on the submission date set forth in the Notice of Request for Qualifications.
- c. Sealed Prequalification Applications may be mailed or delivered by hand to the Owner at the following address:

Fairfax County Public Schools
Office of Facilities Management
5025 Sideburn Road, Room 16
Fairfax, Virginia 22032-2637
Attention: Ms. Angela David, Contract Administrator
- d. The sealed envelope or carton must be clearly marked as follows:

**SEALED APPLICATION - DO NOT OPEN
PREQUALIFICATION FOR EXTERIOR LIGHTING SERVICES
PROJECTS**

- e. Prequalification materials must be submitted in the following sequence:
- 1) **Letter of Transmittal:** The transmittal letter is to be on the Applicant's letterhead stationery and must contain the name, mailing address, and telephone number of the primary representative of the Applicant to whom all correspondence regarding this RFQ should be addressed.
 - 2) **Prequalification Application:** Applicants shall complete the preprinted Prequalification Application by typing or clearly printing in ink the requested information. All spaces shall be completed. If the appropriate response to any item is "none" or "not applicable," the Applicant shall so indicate. A copy of the Prequalification Application is found at the back of this prequalification package.
 - 3) **Supplemental Information:** Include any additional information requested throughout this RFQ, or submitted as part of the Prequalification Application. This information should be typed or clearly printed on the Applicant's letterhead stationery in an organized, concise manner and should follow the same sequence as the Prequalification Application with the item numbers cross-referenced.

2. Notice to the Owner Required in the event of a Substantial Change in Financial Condition or Personnel.

- a. In the event that the Applicant experiences a material change in its financial condition, ownership, organizational structure or personnel after the Prequalification Application has been submitted and prior to expiration of the Prequalification Period, then the Applicant shall notify the Owner of the change in writing at the time the change occurs or as soon thereafter as is reasonably practicable.
- b. Failure to notify the Owner of any material change in financial condition, organizational structure or personnel may constitute grounds for rescinding the Applicant's prequalification, rejecting the Applicant's bid, or rescinding the award of the contract or the contract itself.

D. EVALUATION OF PREQUALIFICATION APPLICATIONS

1. Contractors must be licensed in the Commonwealth of Virginia in order to be eligible to submit a bid in Phase II of this process. If the Applicant does not currently hold a Virginia Class A Contractor's License, a detailed description of the steps that the Applicant will take in order to obtain a license prior to the bid date must be provided with the Prequalification Application (See Attachment H).

2. The Owner will determine whether applicants are either “qualified to bid” or “not qualified to bid” on the Project. The Owner will notify all applicants whether or not they have been determined to be qualified to bid within 21 days after the deadline for receipt of the Prequalification Application, unless extended by the Owner in its sole discretion. In any event, the Owner will notify all Applicants in writing of its determination with respect to their Prequalification Applications at least thirty (30) days prior to the date established for the submission of a bid pursuant to any solicitation for Exterior Lighting Services issued by the Owner in connection with Phase II of this process.
3. Applications will be evaluated in accordance with the criteria listed in this RFQ. An unsatisfactory rating in any one category may be considered sufficient cause to determine that an applicant is “not qualified to bid.”
4. The Owner may, in its sole discretion, contact one or more Applicants during the evaluation process in order to clarify any response or information set forth on its Prequalification Application or to request additional information. Such additional information shall be submitted to the Office of Design & Construction by the date specified, but in any event no later than five (5) business days after the Owner’s request.
5. The Owner may deny prequalification to an Applicant based upon any one or more of the grounds set forth in *Va. Code Ann. § 2.2-4317(C)*.
6. Prior to issuance of a written determination of “not qualified to bid,” the Owner shall notify the Applicant in writing of the results of the evaluation and disclose the basis therefor. Upon written request, the Applicant may inspect public documents, which relate to the determination, if so requested by the Applicant within five (5) business days after the receipt of the Owner’s notice. Within ten (10) business days after receipt of the Owner’s notice, the Applicant may submit rebuttal information. The Owner shall issue its written determination concerning the Applicant’s prequalification within five (5) business days of the Owner’s receipt of such rebuttal information.
7. If determined “not qualified to bid”, the Applicant may, within ten (10) days after notification of such determination, notify the Owner in writing and appeal to the Circuit Court of Fairfax County, Virginia, in accordance with the Virginia Code, as amended. The Owner’s determination of “not qualified to bid” may be reversed by the Circuit Court only if the Applicant establishes that the determination was not (a) an honest exercise of discretion, but rather was arbitrary or capricious; (b) not in accordance with the Constitution of Virginia, applicable state law or regulation; or (c) based upon the criteria for denial of prequalification set forth in *Va. Code Ann. §2.2-4317*. Failure to notify the Owner and to file the appeal with the Circuit Court within the specified time will result in a waiver of all rights to appeal. In the event the determination of the Owner is reversed by the Circuit Court, the sole relief shall be the declaration of the Applicant as “qualified to bid.” Other than an appeal in accordance with this section, a determination that an applicant is “not qualified to bid” shall not be the basis for any claim or recovery against the Owner, its officers, members or employees.

E. EVALUATION CRITERIA

1. The Owner will evaluate all Prequalification Applications in accordance with Section 2.2-4317 of the Virginia Public Procurement Act (the "VPPA") and this RFQ. The Owner will require that the Applicant demonstrate that it possesses appropriate experience to perform Exterior Lighting Services in accordance with the Owner's standard Contract Documents. Among other things, such experience shall include satisfactory performance on similar projects in accordance with standards and requirements used by the Owner or similar to those utilized by the Owner.

F. APPLICATION REQUIREMENTS

The Prequalification Application shall be submitted together with the following completed forms and attachments:

1. **Applicant's Prequalification Statement:** The Applicant shall provide the information requested on Attachment A.
2. **Similar Projects:** The Applicant shall provide a list of all projects currently being performed by the Applicant or completed by the Applicant within the past five years (showing project name, project owner, address, completion date, and value) that are similar in size, nature and scope to an Exterior Lighting Services project. The Applicant shall provide details regarding: (i) two of those projects which are most similar in size and scope to those described above; and (ii) all projects performed on behalf of the Owner in the past 5 years. (See Attachments B, B-1, B-2, B-3 and B-4)
3. **Key Personnel:** The Applicant shall provide information regarding the experience of the *key management or supervisory personnel that the Applicant plans to assign to each Exterior Lighting Services project* and whether, in each instance, that individual has worked previously on a project for the Owner. (See Attachment C)
4. **Contractor's License:** If currently unlicensed, the Applicant shall provide a statement regarding its ability to acquire a Virginia Class A Contractor's License **prior to the date for the submission of a bid** during Phase II of this process. If currently licensed as a contractor in Virginia, the Applicant shall provide a copy of its license. Each Applicant shall commit to the requirement that all subcontractors shall hold a Virginia Contractor's license, Class A, B, or C, as applicable and in accordance with Virginia law. (See Attachment D)
5. **Surety Statement:** The Applicant shall include a statement from its Surety regarding the Applicant's ability to acquire bid, performance, and payment bonds for any Exterior Lighting Services project entered into during Phase II of this process. The form set forth on Attachment E shall be used.
6. **Safety Violations:** The Applicant shall provide a response to the Fairfax County Construction Safety Resolution, as set forth in Section G of these Prequalification Instructions. (See Attachment F)

7. **Work to be Performed by Contractor:** The Contractor will identify trades of the work to be performed with its own forces. The form set forth on Attachment G shall be used.

G. Fairfax County Construction Resolution.

Safety: The Contractor shall abide by, and shall be subject to, the Fairfax County Construction Resolution, as adopted by the Fairfax County Board of Supervisors on March 13, 1995, and as excepted and modified below:

1. It shall be required that each bid submitted for a contract for construction, alteration, and/or repairs, or any other construction, shall include a list of all the following actions which have become final in the three years prior to the bid submission.
 - a. Willful violations, violations for failure to abate, or repeated violations, for which the bidder was cited by (a) the United States Occupational Safety and Health Administration; (b) the Virginia Occupational Safety and Health Administration; or (c) the occupational safety and health plan for any other state; or
 - b. Three (3) or more serious construction safety violations for which the bidder was cited by the (a) United States Occupational Safety and Health Administration; (b) the Virginia Occupational Safety and Health Administration; or (c) the occupational safety and health plan from any other state.
 - c. Termination of a contract between the Contractor and the County by the purchasing agent or his designee for safety violations.
2. If the bidder has not received or been the subject of any such violations in the three years prior to the bid submission, then the bidder shall so indicate by certification of Safety Violations. The bidder will also indicated on this form each State in which work was performed in the three (3) years prior to the bid submission.
3. No construction contract, as discussed above, may be bid on by any bidder or Contractor who has been the subject of any citations for the type and number of violations listed in Paragraph 1, above, which has become final within three (3) years prior to bid submission.
 - a. Notwithstanding the language of Paragraph 3, above, any bidder or Contractor who has been the subject of a violation, as described in Paragraph 1(a), which has become final within three (3) years prior to bid submission, may bid, after a mandatory waiting period of twelve (12) months from the date the violation became final, if the bidder or Contractor satisfactorily passes eligibility evaluation.
 - b. Notwithstanding the language of Paragraph 3, any bidder or Contractor who has been the subject of the type and number of violations as described in Paragraph 1(b), which have become final within three (3)

years prior to bid submission, may bid, after a mandatory waiting period of twelve (12) months from the date the last such violation became final, if the bidder or Contractor satisfactorily passes an eligibility evaluation.

- c. Notwithstanding the language of Paragraph 3, above, any bidder or Contractor who has previously been terminated from a County contract, as described in Paragraph 1(c), within three (3) years prior to the bid submission, may bid, after a mandatory waiting period of twelve (12) months from the date of termination, if the bidder or Contractor satisfactorily passes an eligibility evaluation.
4. Prior to bidding on a project under the provisions of Paragraph 3 above, a Contractor may request that a determination be made regarding its eligibility to submit a bid on a contract under the terms of this resolution. However, this request for determination and any subsequent adjudication process must be completed prior to submitting a bid on any project and the request for determination must be received no later than thirty (30) days before bids are due, unless otherwise stated in the Advertisement for Bid.
5. No Contractor or Subcontractor contracting for any part of the contract work shall require any laborer, mechanic, or other person employed in the performance of the Contract to work in surroundings or under working conditions which are hazardous or dangerous to his safety, as determined under construction safety standards promulgated by the U.S. Department of Labor, or the Virginia Department of Labor and Industry.
6. No Contractor awarded a County construction contract shall knowingly employ or contract with any person, company, or corporation for services pursuant to that contract if such person, company or corporation could not have been awarded such contract due to the restrictions above.

Note: In response to the Fairfax County Construction Safety Resolution, each prequalified bidder will be required to provide with each bid submitted during Phase II of this process, an affidavit (a Certificate of Contract Compliance) certifying its intention to comply with this objective and with the approved action plan. This Certificate of Contract Compliance will become part of each contract entered into during Phase II.

FAIRFAX COUNTY SCHOOL BOARD
Fairfax County, Virginia

**EXTERIOR LIGHTING SERVICES PROJECTS
PREQUALIFICATION APPLICATION**

Applicant must provide all information requested herein. Any doubt on the part of Applicant with respect to the necessity of disclosing information shall be resolved in favor of disclosure.

Please type or print clearly in black ink. Applicant should number additional pages consecutively, referencing applicable sections of this Application.

Applicant's Name _____

Street Address _____

City, State, Zip Code _____

Telephone No. _____ Fax No. _____

Email Address: _____

Applicant's Virginia Contractor's License Number: _____ Class: _____

Federal Employer Identification No. (Soc. Sec. No. If Sole Proprietor) _____

Name two people and telephone numbers to contact within the firm. *(First named shall be the primary contact):*

(a) _____
Name Title Telephone

(b) _____
Name Title Telephone

PROPRIETARY INFORMATION

The Applicant may elect to designate all information contained in this Prequalification Application as proprietary by checking the appropriate box.

The information contained in this Prequalification Application Form is submitted voluntarily and deemed a trade secret or proprietary information pursuant to §2.2-4342F of the Code of Virginia, as amended.

The information contained in this Prequalification Application Form is submitted voluntarily and is not considered a trade secret or proprietary information.

The following Attachments are hereby incorporated by reference herein. The Prequalification Application shall consist of this document, together with each of the Attachments referenced below:

- A. Applicant's Prequalification Statement
- B. Record of Similar Projects
- C. Key Personnel
- D. Virginia Class A Contractor's License Statement
- E. Form of Surety Statement
- F. Safety Violations
- G. Work to be performed by Contractor

The Applicant's submission of a prequalification application in response to this Request for Qualifications ("RFQ") shall constitute a representation on its part that the Applicant: (a) has reviewed and thoroughly understands the scope, terms and conditions set forth in this RFQ; (b) has made due inquiry of the Owner as to the existence of any addenda issued in connection with this RFQ; (c) is satisfied that it has received any and all such addenda and the Applicant has taken the contents thereof into consideration when preparing and submitting its prequalification application; and (d) accepts full and complete responsibility for the receipt of any and all such addenda and waives any claim of mistake or error in its prequalification application based upon its failure, in fact, to have received any one or more addenda. The Applicant's failure to receive any addenda shall in no event relieve the Applicant from any responsibility for incorporating the provisions of the addenda into its prequalification application. Upon issuance by the Owner, each addendum shall be deemed to have become a part of this RFQ to the same extent as if set forth fully herein.

Under penalty of perjury, the undersigned states, to the best of his or her knowledge and belief, that the foregoing information (including any information on the attachments and exhibits hereto) is true and complete in all material respects, and that the Applicant has not omitted any fact necessary to make the foregoing information (including any information on the attachments and exhibits hereto) not misleading.

Name of Applicant

Signature of Authorized Officer

Name of Authorized Officer

Title of Authorized Officer

Date _____

(FOR A CORPORATION)

State of _____
County of _____

The foregoing Prequalification Application was acknowledged before me this ____ day of _____, 200_, by _____, (Name or title of Applicant's authorized representative), duly authorized representative of, _____, a (Name of Applicant acknowledging) _____ corporation, on behalf of the corporation. (State or place of incorporation)

My commission expires: _____

Notary Public

(FOR A PARTNERSHIP OR JOINT VENTURE)

State of _____
County of _____

The foregoing Prequalification Application was acknowledged before me this ____ day of _____, 200_, by _____, (Name of acknowledging partner or agent), Partner (or Venturer) on behalf of _____, a (Name or partnership) partnership.

My commission expires: _____

Notary Public

(FOR AN INDIVIDUAL)

State of _____
County of _____

The foregoing Prequalification Application was acknowledged before me this _____
day of _____, 200_, by _____,
(Name of individual)
Applicant.

My commission expires: _____

Notary Public

(FOR LIMITED LIABILITY COMPANY)

State of _____
County of _____

The foregoing Prequalification Application was acknowledged before me this _____
day of _____, 200_, by _____, Manager,
(Name of Manager)
on behalf of _____, a limited liability company.
(Name of Limited Liability Company)

My commission expires: _____

Notary Public

APPLICANT'S PREQUALIFICATION STATEMENT

Applicant's Full Legal Name: _____

- () Corporation
- () Partnership
- () Individual Owner
- () Joint Venture
- () Limited Liability Company

The Applicant may attach additional information deemed appropriate to respond. Do not attach additional information irrelevant to the inquiry.

1. Organization

- A. How many years has your organization been in business as a construction contractor? _____
- B. How many years has your organization been in business under its present business name? _____
- C. Under what other or former names has your organization operated and for which years?

- D. If your organization is a corporation, please indicate:

Date of incorporation: _____

State of incorporation: _____

President's name: _____

Vice President's name(s) _____

Secretary's name: _____

Treasurer's name: _____

- E. If your organization is a partnership, please indicate:

Date of organization: _____

Type of partnership (if applicable): _____
Name(s) of general partners: _____

F. If your organization is a sole proprietorship, please indicate:

Date of organization: _____
Name of owner: _____

G. If the form of your organization is other than those listed above, describe it and name the principals:

H. On a separate piece of paper, submit a copy of the Applicant's current organizational chart showing numbers of employees by discipline and project and the names and titles down through Project Field Superintendent.

I. On a separate piece of paper, provide proposed organizational chart for an Exterior Lighting Services project with names of key personnel and indicate whether (and if so, identify which) each has previously worked on a project for Owner.

J. Is the Applicant related to another firm as a parent, subsidiary or affiliate?

Yes___ No___

If yes, provide names and addresses of all affiliated, parent and/or subsidiary companies indicating the relationship of each company to the Applicant.

2. Judgments

A. Has the Applicant or any officer, director or owner thereof had any judgments entered against it or him within the past ten years for breach of contracts for governmental or non-governmental construction, including, but not limited to, design-build or construction management?

If yes, provide details on any such judgment.

B. Is the Applicant now or has the Applicant ever been involved (other than as a creditor) in any bankruptcy or reorganization proceedings?

If yes, provide details regarding each such proceeding.

3. Contract Compliance

A. Has Applicant been found to be in substantial noncompliance with the terms and conditions of prior construction contracts with the Fairfax County School Board?

If yes, provide details on any such instance.

If so, does Applicant contend that such finding was without good cause? Explain fully.

B. Answer the following question only if you have not contracted with the Fairfax County School Board in the past five (5) years.

Has Applicant been found to be in substantial noncompliance with the terms and conditions of prior construction contracts with another public body or governmental entity?

If yes, provide details on any such instance.

If so, does Applicant contend that such finding was without good cause? Explain fully.

4. Convictions

Has the Applicant or any officer, director or owner thereof been convicted within the past ten (10) years of a crime related to governmental or non-governmental construction or contracting, including, but not limited to, a violation of (i) the Ethics in Public Contracting provisions of Article 6 of the Virginia Public Procurement Act (§ 2.2-4367 *et seq.*), (ii) the Virginia Governmental Frauds Act (§18.2-498 *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?

If yes, provide details on any such conviction.

5. Debarment

Is the Applicant 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?

If yes, provide details.

6. References (Provide at least three (3) references of Owners for which the Applicant has worked and include for each reference its name, address, telephone number, and name of contact person.)

Owners:

1.

2.

3.

SIMILAR PROJECTS:

1. On a separate sheet of paper list all completed projects for furnishing and installing sports lighting systems or school lighting projects that the Applicant has completed in the past five (5) years, giving the name of project, owner, design engineer/architect (if any), contract amount, and date of completion. [Attachment B-1]
2. Provide on the following pages the details of the two projects listed above, which are most similar in size and scope to FCSB's Exterior Lighting Services projects. Each such project must have been performed under Applicant's current name and must have involved the Applicant's current principals. If fewer than two projects have been performed, so state. [Attachments B-2/B-3]
3. Provide on the following pages the details of all Exterior Lighting Services projects undertaken for FCSB in the past five (5) years. [Attachment B-4]

**List of Completed Projects within Last 5 Years
(Sports Lighting/School Lighting Projects)**

SIMILAR PROJECTS
PROJECT 1

ATTACHMENT B-2

DETAILS OF PROJECTS

1. Applicant Name: _____
Project Manager Name: _____
Superintendent Name: _____

2. Name of Project: _____
Contract No. _____ Project Number _____

3. Owner Name: _____
Address: _____
Contact Person: _____
Telephone Number: (____) _____

4. Engineer/Architect: _____
Address: _____
Contact Person: _____
Telephone Number: (____) _____

5. Contract Dates - Attach additional information if project was not on schedule.
Started: _____
Original Contract Completion Date: _____
Final Contract Completion Date: _____
Actual Completion: _____

6. Description of the project: _____

7. Original Contract Value \$ _____

Final Contract Value \$ _____

Value of: Change Orders to Date \$ _____

Outstanding Claims to Date \$ _____

8. Name of Bonding Company: _____

Address: _____

Contact Person: _____

Telephone Number: (____) _____

9. Major Subcontractor{s}
Name: _____
Address: _____
Contact Person: _____

Telephone Number: () _____

Role In Project: _____

Name: _____

Address: _____

Contact Person: _____

Telephone Number: () _____

Role In Project: _____

9. Major Subcontractor{s}

Name: _____
Address: _____
Contact Person: _____
Telephone Number: () _____
Role In Project: _____

Name: _____
Address: _____
Contact Person: _____
Telephone Number: () _____
Role In Project: _____

FCSB PROJECTS

ATTACHMENT B-4

Name of FCSB Project

Year in which Project
Was Completed

KEY PERSONNEL

Provide information about the experience of key management or supervisory personnel of the Applicant who would be assigned to Owner's projects in the event Applicant is successful in Phases I and II. The information shall include name, title of intended assignment, years of construction experience, years of employment by the Applicant, last employer, last position, and experience on Exterior Lighting Services projects, including any prior experience on a project for the Owner.

Applicant must also show the percentage of time such key personnel will dedicate to any Exterior Lighting Services project awarded by the Owner.

ATTACHMENT D

VIRGINIA CLASS A CONTRACTOR'S LICENSE STATEMENT

If the Applicant is not licensed as a contractor in Virginia as of the date of this Prequalification Application, complete a statement of the Applicant's ability to obtain a Virginia Class A Contractor's License prior to the date for submission of a bid during Phase II of this process. If the Applicant is so licensed, include a copy of the Applicant's license from the Virginia Board for Contractors.

SURETY STATEMENT

The undersigned surety company (the "Surety") hereby submits the following Surety Statement to the Fairfax County School Board on behalf of _____ (the "Applicant"):

Based upon the Surety's present knowledge and information, the Surety knows of no reason why it would not issue bid, payment and performance bonds on behalf of the Bidder for an Exterior Lighting Services project which has an estimated construction cost of \$200,000.00.

The foregoing statement shall not be construed as a commitment on the part of the Surety to issue any or all of such bonds on behalf of the Bidder.

Name of Surety

Signature of Authorized Representative of Surety

Printed Name and Title of Authorized Representative

Date

Address

Telephone

ATTACHMENT F

**SAFETY VIOLATIONS RESPONSE IN ACCORDANCE WITH THE FAIRFAX COUNTY
SAFETY RESOLUTION (SEE PREQUALIFICATION INSTRUCTIONS, SECTION G).**

Check one:

Applicant is in compliance _____

Applicant is not in compliance _____

(If the answer is "not in compliance," explain fully on
Applicant's letterhead stationery and attach hereto.)

WORK BY CONTRACTOR

The undersigned affirms that, if selected as a bidder during Phase II of this procurement process, the Applicant contemplates performing the following categories of work with its own forces (check off applicable entries below):

WORK BY:

| | <u>ITEM "A"</u> | <u>ITEM "B"</u> | <u>NATURE OF WORK</u> |
|---|-----------------|-----------------|-----------------------|
| 1 | _____ | _____ | DESIGN |
| 2 | _____ | _____ | INSTALLATION |
| 3 | _____ | _____ | TESTING |
| 4 | _____ | _____ | TRAINING |
| 5 | _____ | _____ | SERVICE |
| 6 | _____ | _____ | MAINTENANCE |

NOTE: FOR THE PURPOSES OF THIS APPLICATION AND ANY SUBSEQUENT BID FOR EXTERIOR LIGHTING SERVICES, "OWN FORCES" SHALL MEAN: "A" THE WORK FORCE OF THE CONTRACTOR; OR "B" WORK FORCE OF A WHOLLY-OWNED SUBSIDIARY:

END OF PREQUALIFICATION APPLICATION