

NJ TRANSIT IFB No. 16-035X

One Penn Plaza East
Newark, New Jersey 07105-2246

BIDDERS PREQUALIFICATION

FIRM NAME _____

_____ An Individual _____ A Partnership _____ A Corporation

Mailing Address _____

Telephone No. () _____ Federal Employee Identification No. _____

Fax No. () _____ DUNS No. _____

To be completed for partnership. Date of organization _____	
State whether partnership is general, limited or association _____	
NAMES OF PARTNERS	ADDRESS
_____	_____
_____	_____
_____	_____

To be completed for a corporation. Date incorporated _____	
State _____ Capital paid in cash _____	
If not incorporated in New Jersey - Date of Certificate of Authority to perform work in New Jersey _____	
Present officers of the corporation:	
NAME	ADDRESS
President _____	_____
Vice President _____	_____
Secretary _____	_____
Treasurer _____	_____

REGISTERED AGENT IN NEW JERSEY: _____

Provide name and address of registered agent authorized to represent the firm in the State of New Jersey.

RELATED STATE OF NEW JERSEY PREQUALIFICATION

_____ NJ Department of Transportation _____ NJ Department of the Treasury
Division of Property Management and Construction

If prequalified by either of the above, attach copy of the current Notice of Classification.

BIDDERS PREQUALIFICATION INSTRUCTIONS AND GENERAL INFORMATION

1. Pursuant to New Jersey Transit Corporation (NJ TRANSIT) Procurement Regulations certain Bidders must be prequalified prior to submitting a bid.
2. Please note that all Out-of-State companies contracting with NJ TRANSIT must have a registered agent in the State of New Jersey. If you do not have a registered agent or you have changed your registered agent since filing for a Business Registration Certificate with the State of New Jersey, contact the Secretary of State of New Jersey at (609) 984-1900.
3. Fill out the attached forms, answering each question fully and completely. Joint venturers must execute and submit a "Statement of Joint Venture" form, available from NJ TRANSIT's Procurement Department.
4. Please be advised that this Prequalification applies to sealed bids only. Approval will not constitute acceptance of any bid, license or contract. NJ TRANSIT reserves the right to rescind any prequalification approval and reject any and all bids.
5. Prospective Bidders will be classified according to the type of work and the amount of work on which they are entitled to bid. Factors considered in the evaluation process include, but are not limited to:
 - Technical Qualifications and Experience - demonstrated ability to successfully manage performance of work of the type for which qualification is requested.
 - Financial Resources - financial status, value of projects successfully completed, bonding capacity, accounting and auditing procedures, etc.
 - Organization - experience of key personnel, years in business, record of integrity, etc.
 - References
6. Each prospective bidder will be classified for one or more types of work in accordance with its financial ability, organization, record of work, and any other pertinent and material facts which may affect such classification. The prospective bidder will be assigned classification(s) which will designate the type and quantity of work upon which it will be eligible to bid. NJ TRANSIT will give notice of such classification(s) after receipt and evaluation of the fully completed prequalification questionnaire, or after receipt of any additional information requested. An applicant who fails to furnish any of the information requested in the questionnaire will not be classified to submit bids for work to be awarded on contract by NJ TRANSIT.
7. Bids will be accepted only from prospective bidders that have been assigned a classification. Under no circumstances will bids be accepted from bidders that have not been classified, nor for work different in type or greater in amount than that to which the classification of the bidder entitles it. When a doubt arises as to whether a bid is within the class for which the bidder is qualified, the bid will be opened provisionally, and if it appears that the bid is, in fact, not within the class to which the prospective bidder is classified, the bid will be immediately excluded.
8. When a prospective bidder has been assigned a classification, it shall be entitled to bid on any project within its class for a period not exceeding thirty six (36) months from the date shown upon its Classification Notice. The Dollar Limit of the classification assigned applies to each individual project bid and is not an aggregate value.

9. NJ TRANSIT may establish special classification requirements for a particular project, or class of projects, when deemed necessary.
10. Where multiple contractors, each holding a valid classification from NJ TRANSIT, propose to form a joint venture for the purposes of bidding on a project, the joint venturers shall execute and submit a "Statement of Joint Venture" form. The classification limit for the joint venture shall be no greater than the lower of 1) the combined value of their respective classifications or 2) the bonding capacity of the joint venture. The Joint Venture must notify NJ TRANSIT of its intent to bid as a joint venture at least fourteen (14) days prior to the date set for receipt of bids on the project. Failure to provide such notice within the prescribed time may be cause for rejection of the bid as nonresponsive.
11. NJ TRANSIT may reject any bid at any time prior to the actual award of a contract where there have been developments subsequent to qualification and classification which, in the opinion of NJ TRANSIT would affect the Responsibility of the Bidder. Before taking such action, NJ TRANSIT will notify the bidder and give such bidder an opportunity to present additional information.
12. In the event a corporation not incorporated in the State of New Jersey is the lowest bidder, it must be authorized to do business in New Jersey pursuant to N.J.S.A. 14:15-1 et seq., before the contract will be executed by NJ TRANSIT. All corporations, firms and individuals from outside the State of New Jersey are required to designate a resident of New Jersey to accept process in case of litigation before the contract is approved.
13. If a prospective bidder objects to its assigned classification, it may request a reconsideration of the assigned classification by writing to the Director of Contracts within 15 calendar days after the date of the Classification Notice.
14. Prequalification by the NJ TRANSIT Procurement Department does not constitute certification of the firm as a DBE/SBE/ESBE. Certification of DBE/SBE/ESBE status is performed by NJ TRANSIT's Office of Business Diversity Certification and Outreach. All requests concerning certification approval as a Small/Disadvantaged Business Enterprise must be directed to the Director, Business Diversity Certification and Outreach, Office of Business Diversity Certification and Outreach Programs, One Penn Plaza East, Newark, New Jersey 07105-2246.
15. Recent letters from banks, certifying to the establishment of lines of credit, may be submitted for the purpose of augmenting financial qualifications. Such letters must be on regular bank letterhead and must be specific as to the amount of the line of credit approved and the total amount of loans outstanding at the present time against this line of credit.
16. On all matters of classification or appeal of classification, the decision of NJ TRANSIT's, Senior Director, Contracts Unit is final.
17. A Bidder to be prequalified to perform construction work in an "Operating Railroad Environment" shall have identified in their Bidder's Prequalification Questionnaire specific completed projects which demonstrate construction experience working on an FRA regulated high speed commuter or passenger railroad, in both an electrified and diesel fuel environment, working on or within four feet of the active railroad tracks.
18. Prospective Bidders seeking prequalification with NJ TRANSIT must be registered and active with the System for Award Management (S.A.M). To register please go to www.SAM.gov and follow the registration instructions.

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Please identify the type(s) of work for which prequalification is requested and a request for the amount per project on which the applicant would be entitled to bid.

A. As to the Type of Work:

- HC - Heavy Construction **(Non-Operating Railroad Environment)**
 - GC - General Contractor, includes management of multiple subcontractors performing work in the subcategories identified below.
 - EC - Excavation and Clearing
 - GP - Grading & Paving
 - DM - Demolition
 - BG - Bridges & Related Structures
 - BB - Boring/Blasting
 - PD - Pile Driving
 - UU - Underground Utilities, Lighting
 - LS - Landscaping
 - CM - Concrete/Masonry
 - SP - Specialty-Other, please specify _____
- HR - Heavy Construction-Rail **(Operating Railroad Environment)**
 - GC - General Contractor, includes management of multiple subcontractors performing work in the subcategories identified below.
 - EC - Excavation and Clearing
 - GP - Grading & Paving
 - DM - Demolition
 - BG - Bridges & Related Structures
 - MB - Moveable Bridges
 - BB - Boring/Blasting
 - PD - Pile Driving
 - UU - Underground Utilities, Lighting
 - LS - Landscaping
 - CM - Concrete/Masonry
 - TW - Trackwork
 - SW - Signal Work
 - ET - Catenary/Electrification
 - SP - Specialty-Other, please specify _____
- BC - Building Construction **(Non-Operating Railroad Environment)**
 - GC - General Contractor, includes management of multiple subcontractors performing work in the subcategories identified below.
 - EE - Electrical (copy of license must be attached)
 - DM - Demolition
 - PB - Plumbing (copy of license must be attached)
 - HV - HVAC, Mechanical Systems
 - IS - Iron/Steel Erection
 - FP - Fire Protection (requires certification)
 - RF - Roofing
 - SP - Specialty-Other, please specify _____

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- _____ BR - Building Construction-Rail **(Operating Railroad Environment)**
 - _____ GC - General Contractor, includes management of multiple subcontractors performing work in the subcategories identified below.
 - _____ EE - Electrical (copy of license must be attached)
 - _____ DM - Demolition
 - _____ PB - Plumbing (copy of license must be attached)
 - _____ HV - HVAC, Mechanical Systems
 - _____ IS - Iron/Steel Erection
 - _____ FP - Fire Protection (requires certification)
 - _____ RF - Roofing
 - _____ SP - Specialty-Other, please specify _____
- _____ ES - Environmental Services
 - _____ HW - Hazardous Material Removal
 - _____ AR - Asbestos Removal (copy of license must be attached)
 - _____ UT - Underground Tank Removal/Installation – (requires DEP certification)
 - _____ WT - Water Treatment – (requires DEP license)
 - _____ SP - Specialty-Other, please specify _____
- _____ MC - Marine Construction
 - _____ GC - General Contractor, including fender systems, piers, dredging, etc.
 - _____ SP - Specialty-Other, please specify _____
- _____ MG - Manufacturing
 - _____ BS - Bus Rolling Stock
 - _____ RS - Rail Rolling Stock
 - _____ EQ - Equipment-Other, please specify _____

B. As to the Amount of Work:

_____	A	\$	50,000	to	\$	100,000	_____	J	\$	2,000,001	to	\$	3,000,000
_____	B		100,001	to		150,000	_____	K		3,000,001	to		4,000,000
_____	C		150,001	to		200,000	_____	L		4,000,001	to		6,000,000
_____	D		200,001	to		300,000	_____	M		6,000,001	to		8,000,000
_____	E		300,001	to		400,000	_____	N		8,000,001	to		10,000,000
_____	F		400,001	to		500,000	_____	O		10,000,001	to		15,000,000
_____	G		500,001	to		750,000	_____	P		15,000,001	to		20,000,000
_____	H		750,001	to		1,000,000	_____	Q		20,000,001	to		25,000,000
_____	I		1,000,001	to		2,000,000	_____	R		Over			25,000,000

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I. FINANCIAL STATUS (as of _____)

Fill in appropriate blanks in Financial Status form.

Aggregate Bonding Amount: \$ _____ Single Project Bonding Amount: \$ _____

Value of Ongoing Contracts: \$ _____

QUICK ASSETS

(Omit Cents)

Cash		\$ _____
Notes Receivable		\$ _____
Accounts Receivable from Construction Contracts		\$ _____
Retainage		\$ _____
Accounts Receivable, not from Construction Contracts		\$ _____
Inventories		\$ _____
Other Quick Assets (specify): _____		\$ _____
_____		\$ _____
_____		\$ _____
_____		\$ _____
_____		\$ _____
TOTAL QUICK ASSETS		\$ _____

CURRENT LIABILITIES (Due within 12 Months)

Notes and Mortgages Payable		\$ _____
Accounts Payable		\$ _____
Other Current Liabilities		\$ _____
TOTAL CURRENT LIABILITIES		\$ _____
NET QUICK ASSETS		\$ _____

AVAILABLE LINE OF CREDIT (attach letter from bank)

See Note 15 of the Bidders Prequalification Instructions and General Information.

		\$ _____
POTENTIAL QUICK ASSETS		\$ _____

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II. RELATED PROJECT EXPERIENCE

Fill in complete information for at least five (5) projects finished recently for which the organization performed the type of work for which prequalification is requested.

Project Name: _____

Contract Price: \$ _____

Date Completed: _____

Type of Work: _____

Client: _____

Contact Person: _____

Telephone No.: () _____

Fax No.: () _____

Project Name: _____

Contract Price: \$ _____

Date Completed: _____

Type of Work: _____

Client: _____

Contact Person: _____

Telephone No.: () _____

Fax No.: () _____

Project Name: _____

Contract Price: \$ _____

Date Completed: _____

Type of Work: _____

Client: _____

Contact Person: _____

Telephone No.: () _____

Fax No.: () _____

Project Name: _____

Contract Price: \$ _____

Date Completed: _____

Type of Work: _____

Client: _____

Contact Person: _____

Telephone No.: () _____

Fax No.: () _____

Project Name: _____

Contract Price: \$ _____

Date Completed: _____

Type of Work: _____

Client: _____

Contact Person: _____

Telephone No.: () _____

Fax No.: () _____

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III. ORGANIZATIONAL EXPERIENCE

What is the experience of the principal individuals of your organization?

INDIVIDUAL'S NAME	PRESENT POSITION OR OFFICE	YEARS IN ORGANIZATION	YEARS OF EXPERIENCE	MAGNITUDE & TYPE OF WORK	IN WHAT CAPACITY?

Provide name and telephone number of the Equal Employment Opportunity Officer for your firm:

How many years experience has your organization had as a:

Prime Contractor _____

Subcontractor _____

ELECTRICAL CONTRACTOR LICENSE NO. _____

If an electrical contractor, provide State of New Jersey license number and attach copy of license.

PLUMBING CONTRACTOR LICENSE NO. _____

If a plumbing contractor, provide State of New Jersey license number and attach copy of license.

ASBESTOS LICENSE

If an asbestos abatement contractor/ASTM, attach copy of the appropriate license from the State of New Jersey Department of Labor.

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IV. PERFORMANCE AND INTEGRITY

Has the entity seeking prequalification ever failed to complete any work awarded?

No _____ Yes _____ (Attach a detailed explanation of each instance)

Is the entity seeking prequalification or any owner, partner, officer or manager of same currently suspended or debarred from performing contracts in the State of New Jersey or by any other federal, state, or local governmental jurisdiction?

No _____ Yes _____ (Attach a detailed explanation stating name of individual or organization, the governmental jurisdiction, the reason for the suspension/debarment and the time period for which it is effective)

On any project within the last five years in which the entity seeking prequalification was the prime contractor did the public or private owner file a claim against the performance/payment bond furnished for said project?

No _____ Yes _____ (Attach a detailed explanation of each instance)

Has the entity seeking prequalification or any owner, partner, officer or manager of same been cited by any federal, state or local agency, department or bureau with environmental, safety, and/or health violations within the last five years?

No _____ Yes _____ (Attach a detailed explanation of each instance)

Has the entity seeking prequalification or any owner, partner, officer or manager of same been charged, arrested, indicted or convicted of embezzlement, theft, forgery, bribery, falsification or destruction of records, perjury, false swearing, receiving stolen property, obstruction of justice or any other offense indicating a lack of business integrity or honesty?

No _____ Yes _____ (Attach a detailed explanation of each instance)

Has the entity seeking prequalification or any owner, partner, officer or manager of same been charged, arrested indicted or convicted of a violation of the Federal Organized Crime Control Act of 1970; Federal or State Antitrust statutes or the Anti-Kickback Act (18 U.S.C. 874, 40 U.S.C. 276b)?

No _____ Yes _____ (Attach a detailed explanation of each instance)

Has the entity seeking prequalification or any owner, partner, officer or manager of same been charged, arrested, indicted or convicted of a violation of any of the Federal or State laws governing hours of labor, minimum wage standards, prevailing wage standards, discrimination in wages, child labor or immigration?

No _____ Yes _____ (Attach a detailed explanation of each instance)

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V. STOCKHOLDER LIST CERTIFICATION AND CORPORATION INFORMATION

The list below contains the names and home addresses of all stockholders holding ten percent (10%) or more of the issued and outstanding stock of the corporation. If one or more such stockholder or partner is itself a corporation or partnership, the stockholder holding ten percent (10%) or more of that corporation's stock, or the individual partners owning ten percent (10%) or greater interest in that partnership, as the case may be, must also be listed.

STOCKHOLDERS

Name _____

Home Address _____

Name _____

Home Address _____

Name _____

Home Address _____

Name _____

Home Address _____

Name _____

Home Address _____

Name _____

Home Address _____

Is the firm a subsidiary of a parent corporation? _____

Name of Parent Corporation _____

Address _____

Date Incorporated-State Incorporated _____

Name & Address of Registered Agent _____

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V. STOCKHOLDER LIST CERTIFICATION AND CORPORATION INFORMATION (continued)

Is parent corporation owner of all assets of subsidiary? _____
If not, identify all owners and percentage of ownership. _____

Stockholders holding 10% or more of issued and outstanding stock of Parent Corporation are to be listed above.

VI. CERTIFICATION

I, _____ being of full age, hereby certify as follows:

I am authorized to execute this certification for and on behalf of the individual, partnership or corporation herein first named as applicant for a classification by the New Jersey Transit Corporation.

The forgoing information and any attachments thereto to the best of my knowledge are true and complete.

Any depository, vendor or other agency herein named is hereby authorized to supply New Jersey Transit Corporation with any information necessary to verify any statement made herein.

In addition to an agreement to comply with an Affirmative Action Program as required by New Jersey Public Law 1975, Chapter 127 for equal employment opportunity as part of classification requirements, we do hereby further affirm that we will comply with the rules and regulations which are and/or may be promulgated by the State Treasurer pursuant to the Affirmative Action Law (P.L. 1975, c.127) as amended and supplemented.

I certify that the applicant recognizes that one of the criteria in determining a "responsible" bidder under New Jersey Transit Corporation contract specifications is active compliance with the aforesaid Equal Employment Opportunity Program and that documentation required by this program, as evidence of compliance, may be inspected at the applicant's offices.

I hereby certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

Signature: _____

Date: _____

Print Name: _____

Print Title: _____

E-mail Address: _____