

**2019-2021 APPLICATION FOR AUBURN UNIVERSITY'S
REGISTERED CONTRACTOR'S LIST**
For Projects \$50,000 and Greater

**THIS IS NOT PRE-QUALIFICATION TO BID A SPECIFIC PROJECT.
AFTER ADDITION TO THE AU REGISTERED CONTRACTOR'S LIST,
POTENTIAL BIDDERS MUST CONTACT THE AU PROJECT LEAD IN
ORDER TO BE PRE-QUALIFIED FOR A SPECIFIC PROJECT.**

In anticipation of a request for sealed bids for construction, repair, renovation, demolition, maintenance, or service, Auburn University as Owner and Awarding Authority wishes to identify and Register, in advance, bidders consistent with the Public Works Laws of the State of Alabama (Title 39, Code of Alabama, 1997):

Responses from Auburn University will be by email to the email address provided in the application.

**2019-2021 Registration
(February 25, 2019 – February 24, 2021)
AUBURN UNIVERSITY'S REGISTERED CONTRACTORS**

Please submit to:

Auburn University Facilities Management
Attn: Project Support
Facilities Management Bldg 1
1161 West Samford Avenue
Auburn University, AL 36849

Email: FMProjectSupport@auburn.edu

Subject: Contractor Registration

For Questions Please Contact:

Walker Davis
(334) 703-0050

Jenna Morgan
334-844-9498

Company Name: _____

Partnership []

Address: _____

Individual []

Joint Venture[]

Phone: _____

Corporation []

Fax: _____

Point of Contact: _____

Email: _____

To be considered for Registration, ALL requested information must be completed and submitted.

****Please reference all documents you wish to attach with an indication.
Ex: "See attached company safety manual dated January 01, 2008."****

Information Required for Evaluation

- 1. Attach a copy of your Alabama General Contractor's License.**
Licensing: The 2019-2021 AU Registered Contractors List is for General Contractors licensed in the State of Alabama who could contract directly with Auburn University for Large Public Works contracts (contracts greater than \$50,000.00). Complete the following as issued by the Alabama State Licensing Board for General Contractors:

License Number: _____
Bid Limit: _____
Type Business: _____

Category/Specialty (List all as they appear on the state license):

Expiration Date of Attached License: _____

- 2. Size and Stability:** The applicant must have been in business at least five (5) years and, during that period, maintained consistent size and type of construction.

Year applicant's company was founded: _____ (month/year)

- 3. Under what other name(s) has your company operated?**
(Include years under each name.)

- 4. List all changes to the Management Staff within the last five (5) years.**

- 5. Attach a copy of your company's organizational chart.**

- 6. Has the applicant ever failed to complete any work awarded?**
() Yes () No: If yes, attach explanation.

7. Minority and women-owned firms are encouraged to apply for the 2019-2021 AU Registered Contractors List. If applicable, applicant is requested to self-certify to the following (as defined by the Small Business Administration):

African American-owned
 Women-owned
 Veteran-owned
 Hispanic-owned
 Asian-owned
 Native American-owned

8. Provide the name and contact number of one or two persons on applicant's staff who can answer telephone inquiries or, upon specific invitation, attend a brief question and answer interview by the Auburn University.

9. Insurance Requirements: The current liability insurance limits of the applicant must reflect financial strength and responsibility. Please confirm that the insurance requirements for Auburn University set forth by the State of Alabama are obtainable with no exceptions to the requirements.

() Yes () No: If no, attach explanation

10. Surety Information: Bidders must be able to supply one hundred percent (100%) Performance and one hundred percent (100%) Payment Bonds on the State Building Commission Form. The surety must have a Best Rating of A- or better, and a United States Treasury Limit at least equal to the contract sum. Provide a letter from the Surety verifying Best Rating of surety and applicant's ability to provide required bonds.

Letter attached dated: _____

11. Is your company currently behind schedule on a project with Auburn University or any other entity?

() Yes () No: If yes, attach explanation

12. Time Management: Please provide a document that explains how your company manages / schedules construction projects.

13. Business Philosophy, Claims, and Litigation: Auburn University must be assured that the applicant is not "claims oriented" and does not routinely attempt to achieve its profit margin through unfair, unjustified change order pricing or claims, or by shopping sub-prices. Architects, engineers, and owners of prior projects, when questioned, must agree that their claims experience with the applicant was reasonable and proper, the applicant was cooperative, change order pricing was fair, applicant did not engage in frivolous or intimidating legal claims or threats, and the good will and best efforts of suppliers and sub-contractors were maintained.

The application must include a list of all current, pending and previous litigation (within the last five years) against an owner, architect, engineer, or subcontractor as well as any current, pending and previous litigation (within the last five years) against the applicant. Include all cases wherein the litigation or arbitration claims exceed \$2,000.00. A brief explanation of all current or unresolved litigation must be provided. Attach list with explanations.

If your company has had no litigation in the past five (5) years, please initial:
_____.

14. Experience with Institutional Work: Auburn University requires references information for at least five (5) of your company's projects completed within the last five (5) years. When questioned, references of prior projects, must verify that the applicant performed in a satisfactory manner regarding quality, time management, and overall performance.

Applicants must complete the following information for each of their five (5) referenced projects:

Project Name:

Location (City, State):

Contract Amount:

Completion Year:

Owner Firm Name:

Owner Contact Person and Phone Number:

Architect / Engineer or General Contractor Firm Name:

Architect / Engineer or General Contractor Contact Person & Phone No:

***Please reference projects that have been completed within the last five (5) years.*

15. List a minimum of three trade references. Include the names and phone numbers of persons to contact.
16. List the applicant's bank or other financial references. Include the names and phone numbers of persons to contact.
17. State total value of work currently under contract: \$_____
18. Provide your company's average annual volume over the previous five (5) years:
- 2018 _____
- 2017 _____
- 2016 _____
- 2015 _____
- 2014 _____

18. Provide the names of persons, business entity/entities, trusts, etc. currently holding percentage ownership interest(s) in Applicant Company. Indicate % interest held by each. If publicly traded, please specify.

_____	_____
_____	_____
_____	_____

19. Please provide the name of your CPA firm, phone number and a point of contact who can attest to the existence, availability, completeness, and (if requested) provide copies of the necessary financial statements.

20. The Applicant must submit to financial inquiries and claims inquiries made by Dun and Bradstreet, Inc.

Please provide your Dun and Bradstreet Identification Number: _____

21. Quality Control: Quality construction by the contractor and all sub-contractors are mandatory. Please submit your company's complete quality control plan.

22. Safety Records: (Reviewed by Auburn University, Manager of Safety)

- A. Current Workmen's Compensation Modifier Rate must be less than or equal to 1.0. Please list your company's EMR for the current year and the two immediately prior years. (Attach Documentation)

Year _____ EMR _____

Year _____ EMR _____

Year _____ EMR _____

- B. OSHA Total Recordable Incident Rate (TRIR), as calculated from current OSHA required documentation must be less than or equal to the most current industry standard for appropriate trade as established by Standard Industrial Classification (SIC) Code.

Please provide your current TRIR: _____

Please provide your SIC Code from OSHA 300A Log: _____

- C. Provide a copy of your company's current year OSHA 300 and 300A logs.

We request that you remove the names of any individuals mentioned in any of the incidents listed on these forms.

23. Designated Safety Officer: _____

Attach a copy of your safety officer's resume including educational background, work history, safety credentials, etc...

24. Safety Manual: The applicant must demonstrate a good safety record as pertains to its own forces, to subcontracted forces, and to third parties. Applicants must have a proactive safety program, a written safety policy and manual, and must have on their staff a designated safety officer.

Please provide a complete copy of your company's safety policy and safety manual. **If too large to email, please send it via mail.**

SUBMISSION AND NOTIFICATION

One (1) copy of the application should be emailed or mailed to the address provided on the first page of this document.

Request for information or clarification should be submitted in writing via email or mail to the address provided on the first page of this document.

Auburn University reserves the right to waive any technical errors in this application, or to abandon the registration process if the interest of the Auburn University appears to be promoted thereby.

The undersigned affirms that the information provided is current, accurate, true and sufficiently complete so as not to be misleading.

Signature: _____ (Seal)
Name and title Date

Name of applicant organization: _____

Sworn to and subscribed before me this date: _____

Notary Public: _____ (Seal)
Name and state of registration

My commission expires: _____