



**PREQUALIFICATION CLARIFICATION #1**

December 17, 2018

DUE DATE: January 10, 2018  
TIME: 2:00 p.m.  
PROJECT: On-Call Trade HVAC Contractor Program \$100K - \$500K  
Project Number: OC.HVAC2018  
LOCATION: University of Connecticut  
Capital Projects & Contract Administration  
3 Discovery Drive  
Storrs, CT 06269  
Attn: Walt Dalia

**Please note the following information must be incorporated into your proposal for the On-Call Trade HVAC Contractor Program \$100K - \$500K, Project OC.HVAC2018:**

- 1) Attached are further instructions to aid in completing your prequalification for this program.**

**End of Prequalification Clarification #1**

**Revised Forms under the Buyer Attachment Tab:**

**PROJECT RELEVANT EXPERIENCE fillable form:** This form is replaced with “**PROJECT RELEVANT EXPERIENCE fillable rev1218 form**” due to a technical bug. The information requested on this form has not changed.

**PROJECT TEAM MATRIX RESUMES fillable form:** This form is replaced with “**PROJECT TEAM MATRIX RESUMES fillable rev1218 form**” due to a technical bug. The information requested on this form has not changed.

**“Questions” Tab:**

**Question 2.1.8:** The HuskyBuy system allows for one upload on this question. If your firm has multiple licenses, etc, combine all documents into one pdf document and upload. The other option is to upload one license under this question and then upload the remaining licenses, etc. under the Supplier Attachment Tab.

**Question 7.1.29:** The question is a required question. Therefore, a document must be uploaded for the system to recognize an answer has been submitted. If there are no litigation or arbitration proceedings, then upload a document stating, “There are no litigation or arbitration proceedings.”

**Question 9.1.1:** This is a yes or no question.

If answering yes, then question 9.1.2 will state, “Provide details/additional information.” Upload a document stating that, “This applicant has a satisfactory record of compliance.

If answering no to 9.1.1, then upload a document stating why the applicant does not have a satisfactory record of compliance with Connecticut General Statute’s Sections 1-79 through 1-101, under the Supplier Attachments Tab.

**Note:** *If the prequalification application is already submitted, then check to make sure these questions are correctly answered.*

# PROJECT RELEVANT EXPERIENCE INFORMATION SHEET

(Complete a separate sheet for each Project. No substitution of format is permitted.)

1. Project Name:
2. Project Location:
3. Project Owner:
4. Project Owner Contact name:
5. Project Owner Contact Telephone Number:
6. Project Architect (if applicable):
7. Project Engineer (if applicable):
8. Contracted Role: <input type="checkbox"/> CMr <input type="checkbox"/> GC <input type="checkbox"/> Subcontractor <input type="checkbox"/> Trade Contractor
9. Percentage of Self Performed Work:
10. Final Construction Cost:
11. Notice to Proceed Start Date:
12. Substantial Completion Date:
13. Project Duration:
14. Describe the project and its relevance to the University project for which this Application is submitted, including the items listed in the Scope of Work section. Photos and additional information can be included.
15. List the key personnel in your firm who had direct responsibility for the day-to-day management for this project (if applicable):
Project Manager:
Project Engineer:
Assistant Engineer/Project Manager:
Superintendent:
Safety Engineer:
Project Executive:
Other (specify):
Other (specify):
Other (specify):

## PROPOSED TEAM AND PAST PROJECT RELEVANT EXPERIENCE

(No substitution of format is permitted.)

NAME OF KEY PERSONNEL <i>(List the Key Personnel your company is proposing to use on the prequalifying project. Provide their resumes on the Resume Form.)</i>	ROLE IN NEW PROJECT <i>(List the role of the Proposed Key Personnel for the prequalifying project.)</i>	PROJECT KEY NUMBER <i>(Fill in the Past Relevant Experience Projects Key section below before completing the table. Place an "X" under Project Key Number for each Personnel member that participated in the same or similar role on the Past Relevant Experience Projects.)</i>					
		1	2	3	4	5	6

### PAST RELEVANT EXPERIENCE PROJECTS KEY

NO.	TITLE OF PROJECT	NO.	TITLE OF PROJECT
1		4	
2		5	
3		6	

## RESUME OF PROPOSED KEY PERSONNEL PROPOSED FOR THIS PROJECT

*(Complete one resume for each key person. No substitution of format is permitted.)*

<b>Name of person:</b>	
<b>Staff position for this project:</b>	
<b>Total years of experience:</b>	
<b>Years with current firm:</b>	
<b>Education (Degree and Specialization):</b>	
<b>Current Professional Registration(s) (State and Discipline):</b>	
<b>Other Professional Qualifications (Publications, Organizations, Training, Awards, etc.):</b>	

### RELEVANT PROJECTS

*(Complete this section for each key person)*

1.	PROJECT NAME, LOCATION <i>(City and State)</i> AND PROJECT OWNER	CONTRACT DURATION	
		DATE OF NOTICE TO PROCEED	DATE OF SUBSTANTIAL COMPLETION
		FINAL CONSTRUCTION COST:	
	BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE	Check here if project performed with current firm	

  

2.	PROJECT NAME, LOCATION <i>(City and State)</i> AND PROJECT OWNER	CONTRACT DURATION	
		DATE OF NOTICE TO PROCEED	DATE OF SUBSTANTIAL COMPLETION
		FINAL CONSTRUCTION COST:	
	BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE	Check here if project performed with current firm	

## RESUMES OF PROPOSED KEY PERSONNEL PROPOSED FOR THIS PROJECT

(Continued)

### RELEVANT PROJECTS

3.	PROJECT NAME, LOCATION ( <i>City and State</i> ) AND PROJECT OWNER	CONTRACT DURATION	
		DATE OF NOTICE TO PROCEED	DATE OF SUBSTANTIAL COMPLETION
		FINAL CONSTRUCTION COST:	
	BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE		Check here if project performed with current firm
4.	PROJECT NAME, LOCATION ( <i>City and State</i> ) AND PROJECT OWNER	CONTRACT DURATION	
		DATE OF NOTICE TO PROCEED	DATE OF SUBSTANTIAL COMPLETION
		FINAL CONSTRUCTION COST:	
	BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE		Check here if project performed with current firm
5.	PROJECT NAME, LOCATION ( <i>City and State</i> ) AND PROJECT OWNER	CONTRACT DURATION	
		DATE OF NOTICE TO PROCEED	DATE OF SUBSTANTIAL COMPLETION
		FINAL CONSTRUCTION COST:	
	BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE		Check here if project performed with current firm
6.	PROJECT NAME, LOCATION ( <i>City and State</i> ) AND PROJECT OWNER	CONTRACT DURATION	
		DATE OF NOTICE TO PROCEED	DATE OF SUBSTANTIAL COMPLETION
		FINAL CONSTRUCTION COST:	
	BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE		Check here if project performed with current firm