

North Coast County Water District

**REQUEST FOR
STATEMENT OF PRE-QUALIFICATION
FOR
TEST WELL AND GROUNDWATER
SUPPLY WELL CONSTRUCTION
PROJECTS – DRILLING CONTRACTORS**

**SOPQ SUBMITTAL DEADLINE:
2:00 PM, DECEMBER 2, 2022**

SUBMIT TO:

**NORTH COAST COUNTY WATER DISTRICT
ATTN: ADRIANNE CARR, GENERAL MANAGER
2400 Francisco Boulevard
Pacifica, CA 94044**

**NORTH COAST COUNTY
WATER DISTRICT
PACIFICA, CA**

**REQUEST FOR STATEMENT OF PRE-QUALIFICATIONS
TEST WELL AND GROUNDWATER SUPPLY WELL CONSTRUCTION
PROJECTS**

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REQUEST FOR STATEMENT OF PRE-QUALIFICATION

TEST WELL AND GROUNDWATER SUPPLY WELL CONSTRUCTION PROJECTS – DRILLING CONTRACTORS

1. Notice

Notice is hereby given that North Coast County Water District (“District”) has determined that all Drilling Contractors bidding on the TEST WELL AND GROUNDWATER SUPPLY WELL CONSTRUCTION PROJECTS (“Projects”) to be undertaken by District must be pre-qualified prior to submitting bids on these projects. The Projects include a Test Well Construction Project and a Groundwater Supply Well Construction Project, and will be bid separately by the District.

As a condition of bidding on the Drilling and Well Construction Work (as defined in Section 3) as a General Contractor for the Test Well Construction Project or as a Subcontractor for the Groundwater Supply Well Construction Project, prospective Drilling Contractors are required to submit to the District, **no later than December 2, 2022, by 2:00 pm**, a completed Statement of Pre-Qualification (“SOPQ”) Package and be pre-qualified by the District to be on the final qualified Drilling Contractor’s list.

The pre-qualified Drilling Contractor’s list will be valid for one calendar year following the date of notice of qualification per the Public Contract Code.

2. Statement of Pre-Qualification

Drilling Contractors interested in submitting bids for the Test Well Construction Project or serving as a Subcontractor for Drilling and Well Construction Work on the Groundwater Supply Well Construction Project must submit a SOPQ Package in the form provided by the District.

The completed SOPQ Package shall be submitted in sealed envelopes marked “Confidential – Do Not Open with Regular Mail” and shall include the following title on the front of the package, “SOPQ for the TEST WELL AND GROUNDWATER SUPPLY WELL CONSTRUCTION PROJECTS – DRILLING CONTRACTORS.”

Please deliver completed SOPQ Packages to:

Attn: Adrienne Carr, General Manager
2400 Francisco Boulevard
Pacifica, CA 94044
Phone (650) 355-3462
E-mail: acarr@nccwd.com (Do **not** email SOPQ packages)

The completed SOPQ Package must be received no later than **2:00 pm local time on Friday December 2, 2022.**

3. Prospective Drilling Contractors may obtain a blank SOPQ Package Form by contacting Adrienne Carr at the contact information shown above. Scope of Drilling and Well Construction Work

The anticipated scope of Drilling and Well Construction Work for the Projects covered by this Request for SOPQ is described below.

A. Test Well Construction Project

(Anticipated schedule: spring 2023) The general scope of work for this project includes drilling, construction, development, and hydraulic testing of two test wells at two unpaved locations (Sites) in Pacifica, California. For scoping purposes, the two test wells are anticipated to be 5-inch nominal diameter PVC-cased wells with total depths of approximately 150 to 200 feet below ground surface (bgs), depending on site stratigraphy, groundwater quality, and drilling conditions. Drilling Contractor will perform downhole geophysical logging in both test well boreholes. One test well site will require an exploration borehole for geophysical logging and “zone” testing to obtain depth-specific water quality samples and estimates of groundwater production capacity. After zone testing, the exploration borehole will be abandoned, and an offset borehole will be advanced to the same total depth; the test well will be constructed in this offset borehole. At the other test well site, no exploration borehole will be drilled; instead, the borehole will be advanced to a target depth determined from information obtained at the first location, geophysical logging will be performed to confirm target aquifer units, and the test well will be constructed in the borehole. Drilling Contractor will provide well construction, annular fill emplacement, and surface completion. Surface completion will be specified in design documents and may include one or more of the following for each test well: locking monuments, concrete pads, bollards, and flush-with-grade vaults. Drilling Contractor will provide well development services for both test wells, in accordance with standards specified by the District. Drilling Contractor will be responsible for drilling mud and development water containment, treatment, transportation, storage, and disposal. Drilling Contractor will provide hydraulic testing services at both wells after development, including a 6-hour step-drawdown test in one test well and 72-hour pumping tests in both test wells. Water levels will be allowed to recover after pumping to District’s satisfaction before Drilling Contractor starts another pumping test. Drilling Contractor will provide temporary pumps, installation, conveyances, containment, as needed, and flowmeter instrumentation for the pumping tests. Drilling Contractor will provide temporary fencing and stormwater sediment control at each worksite.

The Drilling and Well Construction Work described above represents the full scope of the Test Well Construction Project. As such, it is anticipated that the pre-qualified Drilling Contractor will submit a bid on the Test Well Construction Project as a General Contractor and only bids from pre-qualified Drilling Contractors will be accepted.

B. Groundwater Supply Well Construction Project

(Anticipated schedule: spring/summer 2024) The general scope of work for this project includes drilling, construction, development, and hydraulic testing of three groundwater supply wells at three locations (Sites) in Pacifica, California. For scoping purposes, the

three wells are anticipated to be up to 8-inch nominal diameter stainless steel-cased wells with total depths of approximately 150 to 200 feet below ground surface (bgs), depending on site stratigraphy and groundwater quality conditions determined through the Test Well Construction Project. Drilling Contractor will perform downhole geophysical logging in all three groundwater supply well boreholes to confirm target aquifer units. Drilling Contractor will provide well construction, annular fill emplacement, and surface completion. Surface completion will be specified in design documents and may include one or more of the following for each groundwater supply well: locking monuments, temporary tack-welded cap plate, concrete pad and pedestal, bollards, and flush-with-grade vaults. Drilling Contractor will provide well development services for all three groundwater supply wells, in accordance with standards specified by the District. Drilling Contractor will be responsible for drilling mud and development water containment, treatment, transportation, storage, and disposal. Drilling Contractor will provide hydraulic testing services at both wells after development, at the direction of the District's design engineer and in accordance with water system permitting requirements. Drilling Contractor will provide temporary fencing and stormwater sediment control at each worksite.

The Drilling and Well Construction Work described above represents only a portion of the Groundwater Supply Well Construction Project; the Groundwater Supply Well Construction Project is anticipated to also include supply well equipping and conveyance piping, a booster pump station, and treatment installation. As such, it is anticipated that the pre-qualified Drilling Contractor will serve as a Subcontractor for Groundwater Supply Well Construction Project and only bids that list a pre-qualified Drilling Contractor as a Subcontractor to perform the Drilling and Well Construction Work will be accepted.

The SOPQ Package is specific to Drilling and Well Construction Work for the Projects and is not a qualification for performing other District projects.

The District affirmatively identifies this Project as a "public works project" as that term is defined by Labor Code Section 1720 and Public Contract Code Section 1101. Therefore, the Project is subject to prevailing wage requirements under Labor Code Section 1771. Contractor and its subcontractors shall fully comply with all the provisions of the California Labor Code and Public Contract Code governing the performance of public works contracts including, but not limited to, payment of prevailing wages, uploading of certified payroll reports to the DIR website, limitations on time worked, compliance with apprentice requirements, maintenance of payroll records, posting of wages at the job site, and prohibitions against discrimination. The prevailing wage rates may be obtained on the internet at: <https://www.dir.ca.gov/OPRL/dprevagedetermination.htm>. The prevailing wage rates obtained from the above internet link are hereby incorporated in this Contract and made a part hereof.

Drilling Contractors that meet the District's pre-qualification requirements will be listed as pre-qualified Drilling Contractors for performing the Drilling and Well Construction Work as presented in plans and specifications for the Projects. As stated above, the pre-qualified Drilling Contractor's list will be valid for one calendar year following the date of notice of

qualification per the Public Contract Code; the District may resolicit SOPQ packages from qualified Drilling Contractors if the bidding for the Groundwater Supply Well Construction Project is scheduled to occur beyond one calendar year from the date of the initial pre-qualification. The contracts for construction of the Projects may be awarded, if at all, to the responsible, pre-qualified Drilling Contractor or bidder that lists a pre-qualified Drilling Contractor as a Subcontractor for performing the Drilling and Well Construction Work, submitting the lowest responsive bid. Neither issuing this Notice, nor any other activity related to the pre-qualification process, commits or obligates the District to award contracts for the Projects, to pay costs incurred in the preparation of a SOPQ package submittal, or to procure or contract for any services. The District retains the right to reject any and all SOPQ Package submittals or to abandon the Work entirely.

INSTRUCTIONS FOR PREPARATION AND SUBMISSION OF SOPQ PACKAGES

Questions and Comments

Any questions, comments or objections to the pre-qualification materials, or explanation desired by a Prospective Drilling Contractor regarding the meaning or interpretation of the SOPQ Package and related materials shall be made in writing at least ten (10) calendar days before the time specified for submission of SOPQ Packages to:

Attn: Adrienne Carr, General Manager
2400 Francisco Boulevard
Pacifica, CA 94044
Phone (650) 355-3462
E-mail: acarr@nccwd.com

It is the Prospective Drilling Contractor's sole responsibility to ensure that all questions (whether mailed or emailed) are received by the District in a timely manner. Upon receipt of an emailed question, the District shall provide acknowledgement of receipt by email within two business days. If the Prospective Drilling Contractor does not receive an acknowledgement of receipt of an emailed question from the District within the above referenced timeframe, the Prospective Drilling Contractor shall assume the email transmission was not received by the District, and shall be responsible for resubmitting the same question in a timely manner, and if necessary by an alternate method of transmission allowing for confirmation of receipt (e.g., overnight document delivery or facsimile). All responses to questions shall be provided by District to a Prospective Drilling Contractor no later than seven (7) calendar days prior to the date for submission of the SOPQ Package.

Preparation of Submittal

The SOPQ Package submittal shall consist of one hard copy original, one copy, and a portable document format ("PDF") file of the SOPQ Package materials to be delivered.

It is mandatory that all Prospective Drilling Contractors who desire to submit a bid or serve as a subcontractor for the Project's Drilling and Well Construction Work fully complete the pre-qualification questionnaire, provide all materials requested herein, and be approved by the District to be on the final list of pre-qualified Drilling Contractors. No SOPQ Package will be accepted from a Prospective Drilling Contractor that has failed to comply with these requirements.

Exclusion of Cost Quotations

The SOPQ Package submittal is a request for information, not a request for a cost proposal. Prospective Drilling Contractors are advised that a formal or informal cost quotation for the Projects is not requested by the District and should not be included with the Submittal.

Withdrawal of Submittal

A SOPQ Package submittal may be withdrawn by a Prospective Drilling Contractor, at any time prior to the District's determining the final list of pre-qualified Drilling Contractors, by written request to:

Attn: Adrienne Carr, General Manager
2400 Francisco Boulevard
Pacifica, CA 94044
Phone (650) 355-3462
E-mail: acarr@nccwd.com

SOPQ Package Submittal

The answers to questions contained in the attached pre-qualification questionnaire, information about current bonding capacity, and project references will be used by the District to rate Prospective Drilling Contractors with respect to their qualifications to bid on the Projects or serve as subcontractors for Drilling and Well Construction Work. The District reserves the right to check other sources available and to interview the Prospective Drilling Contractors and designated Project Manager for the Projects. The District's decision will be based on objective evaluation criteria.

The District reserves the right to adjust, increase, limit, suspend or rescind the pre-qualification rating based on subsequently learned information. Prospective Drilling Contractors whose rating changes sufficiently to disqualify them will be notified and given an opportunity for a hearing consistent with the procedures described below for appealing a pre-qualification rating.

As provided in California Public Contract Code Section 20101, SOPQ Packages (questionnaire answers and other attachments) submitted by Prospective Drilling Contractors are not public records and are not open to public inspection. All information provided will be kept confidential to the extent permitted by law. However, the contents may be disclosed to third parties for purpose of verification, or investigation of substantial allegations, or in an appeal hearing if one is required to solve a dispute. State law requires that the names of Prospective Drilling Contractors applying for pre-qualification status shall be public records subject to disclosure, and the first page of the pre-qualification questionnaire will be used for that purpose.

The Prospective Drilling Contractor shall provide only complete and accurate information in their SOPQ Packages. Each pre-qualification questionnaire must be signed under penalty of perjury in the manner designated at the end of the form, by an individual who has the legal authority to bind the Prospective Drilling Contractor on whose behalf that person is signing. If any information provided by a Prospective Drilling Contractor becomes inaccurate, the Prospective Drilling Contractor must immediately notify the District and provide updated accurate information in writing, under penalty of perjury. Should a Prospective Drilling Contractor omit or falsify requested information, the District may designate the Prospective Drilling Contractor as not pre-qualified.

The District reserves the right to waive minor irregularities and omissions in the information contained in the pre-qualification application submitted and to make all final determinations. The District reserves the right to cancel this Notice or to reject any and all responses and SOPQ Packages, if it determines in its sole discretion, that such cancellation or rejection is in the best interest of the District.

Prospective Drilling Contractors may submit SOPQ Packages during regular working hours on any day before the date and time listed in the Notice of Request for SOPQ. Prospective Drilling Contractors who submit a complete SOPQ Package will be notified in writing within 14 calendar days of the date of receipt of a responsive SOPQ Package if the Prospective Drilling Contractor meets the District pre-qualification standards.

The District must receive all SOPQ Package submittals and materials requested herein by the date and time stated in the Notice. SOPQ Package submittals received after that time will be returned unopened. Incomplete or unsigned SOPQ Package submittals will be returned without review and the Prospective Drilling Contractor will not meet the District's pre-qualification standards.

Evaluation of SOPQ Submittals

The District will evaluate all complete SOPQ Package submittals by a combination of points scored for Items 7 and 9 (references), and on a Pass/Fail basis for Items 6, 9 (questions other than references), and 10. In order to pre-qualify for this Project, **Prospective Drilling Contractor must obtain a score of at least 20 points out of a possible 40 points** and "Pass" rating on Items 6, 9 (questions other than references), and 10. Those Prospective Drilling Contractors who do not obtain a "Pass" rating for all of the criteria will not meet the District pre-qualification standards and will not be allowed to submit a bid as a General Contractor for the Test Well Construction Project or as a Subcontractor for the Groundwater Supply Well Construction Project's Drilling and Well Construction Work.

Prospective Drilling Contractor Appeal Process

Where a timely and completed SOPQ Package submittal results in a rating below that necessary to pre-qualify, an appeal can be made. An appeal is begun by the Prospective Drilling Contractor delivering notice to the District of its appeal of the decision with respect to its pre-qualification rating, no later than seven (7) calendar days after being notified of the District's decision. Without a timely appeal, the Prospective Drilling Contractor waives any and all rights to challenge the decision of the District, whether by administrative process, judicial process or any other legal process or proceeding.

If the Prospective Drilling Contractor gives the required notice of appeal and requests a hearing, the hearing shall be conducted so that it is concluded no later than seven (7) calendar days after the District's receipt of the notice of appeal. The hearing shall be an informal process conducted by a panel to which the District has delegated responsibility to hear such appeals (the "Appeals Panel"). At the hearing, the Prospective Drilling Contractor will be presented their score sheet and advised of the basis for the District's pre-qualification determination. The Prospective Drilling Contractor will be given the

opportunity to present information and present reasons in opposition to the rating to the extent they have been identified in their notice of appeal. Within five (5) calendar days after the conclusion of the hearing, the Appeals Panel will render its decision, and the Prospective Drilling Contractor will be given written notice of the decision, which shall be final and binding.

The SOPQ Package submittal, its completion and submission by the Prospective Drilling Contractor, and its use by the District, shall not give rise to any liability on the part of the District to the Prospective Drilling Contractor or any third party or person. This is not a solicitation for bid. No guarantees are made or implied that the Project will be constructed, either in part or in whole. The District shall not be liable for any costs incurred by General Contractors in the preparation and submittal of responses to this Request for Statement of Pre-Qualifications. The Prospective Drilling Contractor accepts all risks and costs associated with the completion of the SOPQ Package without financial guarantee.

By my signature below, I acknowledge receipt of this document and agree to be bound by its terms and agree to submit it as part of the SOPQ Package submittal to the District.

Full Name of Contractor

Signed

Name

Title

Date

**DRILLING CONTRACTOR'S QUALIFICATION STATEMENT FOR
 ENGINEERED CONSTRUCTION**

Owner: North Coast County Water District

Contractor:

Project(s): Test Well and Groundwater Supply Well Construction Projects

QUALIFICATIONS STATEMENT

*The information supplied in this document is confidential
 to the extent permitted by laws and regulations.*

SCORING IS LISTED IN PARENTHESES FOR EACH HEADING

| 1. FIRM INFORMATION (Must complete) | |
|--|--------|
| Official Name of Firm: | |
| Address: | |
| 2. TYPE OF WORK (Must Complete) | |
| Description: | |
| 3. CONTRACTOR'S CONTACT INFORMATION (Must Complete) | |
| Contact Person: | |
| Title: | |
| Phone No: | Email: |
| 4. AFFILIATED COMPANIES (Must Complete) | |
| Name: | |
| Address: | |

| | |
|--|-----------------------------|
| 5. TYPE OF ORGANIZATION (Must Complete) | |
| <input type="checkbox"/> Sole Proprietorship | Name of Owner: |
| | Doing Business As: |
| | Date of Organization: |
| <input type="checkbox"/> Partnership | Date of Organization: |
| | Type of Partnership: |
| | Name of General Partner(s): |
| <input type="checkbox"/> Corporation | State of Organization: |
| | Date of Organization: |
| | Executive Officers: |
| | President: |
| | Vice President(s): |
| | Treasurer: |
| | Secretary: |
| <input type="checkbox"/> Limited Liability Company | State of Organization: |
| | Date of Organization: |
| | Members: |
| <input type="checkbox"/> Joint Venture | State of Organization: |
| | Date of Organization: |
| | Form of Organization: |
| | JV Managing Partner: |

| | | |
|--|----------------------|-------------|
| | Address: | |
| | JV Managing Partner: | |
| | Address: | |
| 6. LICENSING AND DIR NUMBER (Must Complete; "Pass/Fail") | | |
| Jurisdiction: | | |
| Type of License: | | License No: |
| DIR Number | | |
| 7. BONDING INFORMATION (10 points for available bonding capacity > \$1,000,000; 5 points for \$1,000,000 > available bonding capacity > \$500,000) | | |
| Bonding Company: | | |
| Address: | | |
| Bonding Agent: | | |
| Address: | | |
| Contact Name: | | Phone No: |
| Aggregate Bonding Capacity: | | |
| Available Bonding Capacity as of Date of this Submittal: | | |
| 8. FINANCIAL INFORMATION (Must Complete) | | |
| Financial Institution: | | |
| Address: | | |
| Account Manager: | | Phone No: |
| | | |

| 9. CONSTRUCTION EXPERIENCE (10 points for each “Good Reference”; 5 points for each “Average Reference”; 0 points for any reference less than an “Average Reference”) | |
|---|--|
| Current Experience: | List on the following Project Reference Form three (3) projects that are of similar scope to the District (i.e., well drilling and construction with cased diameter of at least 8-inches to depths of at least 200 feet; well development; and hydraulic testing) that you have performed in the last two years or are currently performing. |
| <i>Bidder authorizes representative to verify any and all information contained in the Qualification Statement from references contained herein and hereby releases all those concerned providing information as a reference from any liability in connection with any information they give.</i> | |
| <i>District may disqualify any contractor that answers yes to the following 3 questions (“Pass/Fail”)</i> | |
| Has firm listed in Section 1 ever failed to complete a construction contract awarded to it? | <input type="checkbox"/> Yes (If yes, attach as an Attachment details, including Project Owner’s contact information.) <input type="checkbox"/> No |
| Has any Corporate Officer, Partner, Joint Venture participant or Proprietor ever failed to complete construction contract awarded to them in their name or when acting as a principal of another entity? | <input type="checkbox"/> Yes (If yes, attach as an Attachment details, including Project Owner’s contact information.) <input type="checkbox"/> No |
| Are there any judgments, claims, disputes, or litigation pending or outstanding involving the firm listed in Section 1 or any of its officers (or any of its partners if a partnership or any of the individual entities if a joint venture)? | <input type="checkbox"/> Yes (If yes, attach as an Attachment details, including Project Owner’s contact information.) <input type="checkbox"/> No |
| 10. SAFETY PROGRAM | |
| Name of Contractor’s Safety Officer: | |

Include the following as attachments:

Provide as an Attachment Contractor's

OSHA No. 300 – Log of Work-Related Injuries and Illnesses for the past three (3) years.

List of all OSHA Citations & Notifications of Penalty (monetary or other) received within the last three (3) years (indicate disposition as applicable). – IF NONE SO STATE.

List of all safety citations or violations under any state all received within the last three (3) years (indicate disposition as applicable). – IF NONE SO STATE.

| | |
|---|-------|
| Provide for the firm listed in Section 1 the following: | |
| Must have an Average Workers' compensation Experience Modification Rate (EMR) for the last three (3) years of 1 or lower to be considered a responsive bidder: | |
| Year: | EMR: |
| Year: | EMR: |
| Year: | EMR: |
| Must have an Average Total Recordable Incident Rate (TRIR) for the last three (3) years of 3.0 or lower to be considered a responsive bidder.: | |
| Year: | TRIR: |
| Year: | TRIR: |
| Year: | TRIR: |

| | |
|--|--|
| I HEREBY CERTIFY THAT THE INFORMATION SUBMITTED HERewith, INCLUDING ANY ATTACHMENTS, IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF AND I AM AUTHORIZED BY _____ (NAME OF FIRM) TO MAKE THIS STATEMENT. | |
| Name of Organization: | |
| By: | |
| Title: | |
| Dated: | |

PROJECT REFERENCE FORM #1 of 3

List three projects that are of similar scope (well drilling and construction with cased diameter of at least 8-inches to depths of at least 200 feet; well development; and hydraulic testing) to this project completed within the last two years. Provide the information indicated below. Names and references must be current and verifiable. Use separate sheets of paper for each of the three projects:

10 points “Good Reference”; “5 points Average Reference”; 0 points anything less than a “Average Reference”

Project Name: _____

Location: _____

Owner: _____

Contractor On-Site Superintendent _____

Contract/Subcontract Cost _____

Construction Duration in Weeks _____

Date of Substantial Completion _____

Short Project Description: _____

Owner Contact (name and current phone number):

Engineer Contact, if applicable (name and current phone number):

Construction Manager, if applicable (name and current phone number):

PROJECT REFERENCE FORM #2 of 3

List three projects that are of similar scope (well drilling and construction with cased diameter of at least 8-inches to depths of at least 200 feet; well development; and hydraulic testing) to this project completed within the last two years. Provide the information indicated below. Names and references must be current and verifiable. Use separate sheets of paper for each of the three projects:

10 points “Good Reference”; “5 points Average Reference”; 0 points anything less than a “Average Reference”

Project Name: _____

Location: _____

Owner: _____

Contractor On-Site Superintendent _____

Contract/Subcontract Cost _____

Construction Duration in Weeks _____

Date of Substantial Completion _____

Short Project Description: _____

Owner Contact (name and current phone number):

Engineer Contact, if applicable (name and current phone number):

Construction Manager, if applicable (name and current phone number):

PROJECT REFERENCE FORM #3 of 3

List three projects that are of similar scope (well drilling and construction with cased diameter of at least 8-inches to depths of at least 200 feet; well development; and hydraulic testing) to this project completed within the last two years. Provide the information indicated below. Names and references must be current and verifiable. Use separate sheets of paper for each of the three projects:

10 points “Good Reference”; “5 points Average Reference”; 0 points anything less than a “Average Reference”

Project Name: _____

Location: _____

Owner: _____

Contractor On-Site Superintendent _____

Contract/Subcontract Cost _____

Construction Duration in Weeks _____

Date of Substantial Completion _____

Short Project Description: _____

Owner Contact (name and current phone number):

Engineer Contact, if applicable (name and current phone number):

Construction Manager, if applicable (name and current phone number):

