



REQUEST FOR QUALIFICATIONS

Date : October 23, 2026

RFQ No : RFQ SA 2706

Project Title: Applications Engineering Systems Supplier (AESS) Services

Due Date/Time: December 3, 2026 at 10:00 A.M. (EST)

Deadline for Questions: November 10, 2026 at Noon EST

Optional Prequalification Conference: November 2, 2026 at 10:00 A.M. (EST)

Mail Address: Prince William Water
Attn: Procurement Department
4 County Complex Court
Woodbridge, Virginia 22192

Procurement Contact : Medhat Mossad, Procurement Officer

E-mail: procurement@pwwater.org

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REQUEST FOR QUALIFICATIONS (RFQ) SA 2706

APPLICATIONS ENGINEERING SYSTEMS SUPPLIER (AESS) SERVICES

NOTICE OF REQUEST FOR QUALIFICATIONS (RFQ)

A. General

In accordance with the prequalification procedures as adopted by the Board of Directors of Prince William County Service Authority doing business as “Prince William Water” (PW Water) in October 2013, Prince William Water will be accepting qualification statements from interested Bidders for the performance as a AESS contractor for a project contract as described in Section II of this Notice.

B. Period of Qualification

The initial period of the prequalification list will be two (2) years from date of award posting. A RFQ will be issued approximately every two (2) years to allow new contractors to respond and current qualified vendors to verify the information submitted is current.

C. Submission of Qualification Statement

To be eligible to participate in this prequalification process, an interested Bidder must submit a fully completed Qualification Statement to Prince William Water by 10:00 A.M (EST), on December 3, 2026, at the following address:

**Prince William Water
Procurement Department
Attn: Medhat Mossad, Procurement Officer, Ref: RFQ SA 2706
4 County Complex Court
Woodbridge, Virginia 22192**

Each Qualification Statement should be submitted in the manner described in Section IV of the Prequalification Procedure and Instructions. Facsimile transmissions will not be accepted.

D. Optional Prequalification Conference

Date and Time: November 2, 2026 at 10:00 A.M. (EST)

Prince William Water will hold a Prequalification Conference using MS Teams Meeting. While attendance is not mandatory. Potential Bidders interested in attending the Prequalification Conference may join the meeting via the MS Teams link.

The purpose of the meeting is to allow Bidders the opportunity to present questions regarding the prequalification process. Questions from the prequalification meeting and other written questions will be addressed in an addendum if necessary.

RFQ SA 2706

APPLICATIONS ENGINEERING SYSTEMS SUPPLIER (AESS) SERVICES

I. GENERAL DESCRIPTION

The purpose of this Request for Qualifications is to solicit information to establish a pre-qualified vendor list consisting of one (1) or more qualified Contractors to provide Applications Engineering Systems Supplier (AESS) services for Prince William Water's Supervisory Control and Data Acquisition (SCADA) systems, as described in Section II, Project Description.

Prince William Water requires that AESS services on its capital projects be performed by firms that have demonstrated the technical qualifications and platform experience necessary to develop control system software conforming to Prince William Water's standards. Prequalification under this RFQ establishes a list of firms eligible to be engaged for AESS services, whether contracted directly by Prince William Water or engaged as a subcontractor by a General Contractor on a Prince William Water project.

- A. This prequalification applies to Prince William Water's water distribution and wastewater collection infrastructure. Prince William Water's treatment plant facilities operate on a separate control platform and are not within the scope of this Request for Qualifications.

B. Definitions

1. **Addendum:** A written or graphic instrument issued prior to the due date and time of Qualification Statements that clarify, correct or change the RFQ documents.
2. **Bidder/Applicant:** A Contractor who submits a response in response to an RFQ. For the purposes of this RFQ, the terms Bidder and Applicant are used interchangeably.
3. **Contract:** The entire and integrated written contract between the Owner and Contractor concerning the Work.
4. **Contractor:** The individual or entity with which Owner has contracted for performance of the Work.
5. **Prince William Water** doing business as "Prince William Water" (PW Water): Public utility chartered by the Prince William County Board of County Supervisors.
6. **Procurement Officer:** A delegate of the Procurement Manager.
7. **Project:** The total undertaking to be accomplished for Owner by engineers, contractors, and others, including planning, study, design, construction, testing, commissioning, and start-up, and of which the Work to be performed under the Contract Documents is a part.
8. **Procurement Manager:** Prince William Water person that has been legally authorized and responsible to enter into, administer, terminate and otherwise manage contracts subject to any approval thresholds that may be established by Prince William Water's General Manager and Board of Directors.

9. **Subcontractor:** An entity having a direct contract with the Contractor or with any other Subcontractor for the performance of a part of the work.
10. **Project Description:** The description of the physical, functional characteristics, or any other requirement relating to a supply, Service, or Construction. It may include a description of any requirement for inspecting, testing, or preparing a supply, Service, or Construction item for delivery.
11. The terms “**in writing**” and “**written**” mean documents permanently inscribed or printed on paper, submitted by e-mail, unless otherwise specified.
12. **Applications Engineering Systems Supplier (AESS):** The entity responsible for development, configuration, testing, and startup of control system application software, including programmable logic controller programming, operator interface development, and supervisory control and data acquisition configuration.
13. **Process Control System Supplier (PCSS):** The entity responsible for furnishing control panels, including panel design, fabrication, and associated hardware.
14. **SCADA Design and Configuration Standards:** Prince William Water's standard governing the design and configuration of SCADA facilities, equipment, and systems.
15. **SCADA Programming Standards:** Prince William Water's standard governing the structure and content of control system application software, including the standard derived function block library, operator interface conventions, and SCADA equipment templates.

II. PROJECT DESCRIPTION

This section supplies the Project Description. It describes the AESS role generally rather than a single project, since the prequalified list will apply across multiple future capital projects.

A. Background

Prince William Water owns and operates a SCADA system serving its water distribution and wastewater collection infrastructure. The system includes pump stations, sanitary sewage lift stations, booster stations, wells, storage tanks, and metering and pressure-reducing valve stations throughout the service area. This system is built around standardized equipment, configuration, and programming in order to minimize maintenance effort and support efficient operation. Programmable logic controllers at each remote site provide all monitoring and control functions, with automatic control logic resident at the site. Each site includes a local operator interface terminal and a backup control capability. Site data is communicated to Prince William Water's Operations Control Center, where a fault-tolerant SCADA network and historian support operations staff.

Because the system is standardized, application software developed for any one site must conform to a common structure used across the entire fleet. This includes a defined library of derived function blocks, standard program organization, consistent memory and variable addressing, standard operator interface graphics, and standard SCADA equipment templates. Conformance to that structure is a requirement of the work.

B. Standard platforms

AESS services are performed on the platforms below. Software versions in effect at the time of each project will be confirmed with the AESS in writing before programming begins.

System element	Platform	Development software
Site PLC	Schneider Electric Modicon M340	EcoStruxure Control Expert
Main operator interface terminal	Schneider Electric Harmony GTO series	Vijeo Designer
Backup controller / interface	Schneider Electric Harmony SCU series	EcoStruxure Machine Expert
Supervisory control and data acquisition	EcoStruxure Geo SCADA Expert (Schneider Electric, formerly ClearSCADA)	EcoStruxure Geo SCADA Expert
Remote site telemetry	DNP3 via Modicon BMXNOR0200H	Per PWW standard configuration

C. Scope of AESS services

The AESS scope on a typical project includes the following. Scope on any individual project is defined in that project's contract documents.

1. Application development

- Programmable logic controller application programming using EcoStruxure Control Expert.
- Use of Prince William Water's standard derived function block library, standard routines, program organization, and naming conventions.
- Backup controller programming consistent with Prince William Water's standard backup control strategies.
- Operator interface graphics and control development, and operator interface software configuration.
- Supervisory control and data acquisition configuration, including equipment template instantiation, alarm configuration, trend configuration, and point addressing.
- DNP3 communications configuration for remote site telemetry.

2. Testing

- Participation in unwitnessed and witnessed factory testing of the control panel.
- Execution of the System Integration Test, with assistance from the panel supplier as required.
- Execution of the AESS portion of Operational Readiness Testing, including demonstration of automatic control strategies, backup control operation, and response to fault and logical failure scenarios.
- Support of Site Acceptance Testing.

3. Documentation and delivery

- Delivery to Prince William Water of all final application software in native electronic format for each platform, with printed copies where required by the contract documents.

- As-built documentation of the delivered configuration.
- Submission of application software to Prince William Water's control system change management platform in accordance with Prince William Water procedures.

4. Startup and training

- Field startup support for the configured portions of the system.
- Training of Prince William Water operations and maintenance personnel on the configured portions of the system.

D. Excluded from AESS scope

The following are performed by Prince William Water personnel:

- Final configuration of managed Ethernet switches and routers.

E. Applicable standards

All AESS work shall be performed in accordance with the following, issued to the AESS at the version in effect for the applicable project:

- Prince William Water SCADA Design and Configuration Standards.
- Prince William Water SCADA Programming Standards, including the standard derived function block library, operator interface templates, and SCADA equipment templates.
- The project specifications and conformed drawings for the applicable project.

The AESS supplies its own licensed development software for each platform and shall program in the software versions used by Prince William Water, confirmed in writing before programming begins.

F. Schedule considerations

Prince William Water's SCADA Design and Configuration Standards establish minimum durations applicable to AESS work on every project. Applicants should account for these when assessing capacity:

- A minimum of ninety (90) calendar days for AESS programming prior to the System Integration Test. This period does not begin until control panel layout drawings have been submitted and approved.
- A minimum of twenty-one (21) calendar days for the software integration test following witnessed factory testing.
- A minimum of twenty-one (21) calendar days for AESS Operational Readiness Testing following the panel supplier's Operational Readiness Testing.

G. Effect of prequalification

Prequalification under this RFQ does not constitute an award of work or a guarantee of any volume of work. Prequalified firms are eligible to be engaged for AESS services on capital projects, either under direct contract with Prince William Water as a subcontractor to a General Contractor or as a contractor or subcontractor to a third party that is constructing SCADA facilities that will be transferred to Prince William Water and incorporated into its water or sewer systems.

III. QUALIFICATION STATEMENT SUBMISSION REQUIREMENTS

In order for the Bidder's Qualification Statements to be considered, Bidder shall submit the following information by completing Qualification Statement of this solicitation (Part II of this RFQ):

A. Experience

The purpose of this section is to provide Prince William Water with an overview of Bidder's company and Bidder's qualifications and commitment to provide the AESS services set forth in this RFQ. The Bidder shall include the following in the Qualification Statement.

1. Firm Qualification and Experience

- a. Minimum of five (5) years actively engaged in the design, configuration, and programming of SCADA systems, programmable logic controller systems, and operator interface terminals as applied to the municipal water and wastewater industry, under the business name by which the Bidder requests to be prequalified.
- b. Successful completion, within the past five (5) years of at least three (3) projects demonstrating the Bidder's experience providing AESS services described in Section II, Project Description, including control system application programming for municipal water or wastewater facilities. For each project, the Bidder shall provide the owner, an owner contact, the Bidder's contract value, the completion date, and confirmation that the project was completed on schedule with no outstanding claims or litigation involving the Bidder.
- c. A permanent, fully staffed and equipped service facility located within two hundred (200) miles of 4 County Complex Court, Woodbridge, Virginia, staffed with full-time employees capable of designing, configuring, installing, calibrating, and testing control systems. The Bidder shall identify the facility address and the number of full-time technical employees assigned to that location.
- d. Written confirmation that the Bidder is able to respond to on-site problems within twelve (12) hours of notification, and within four (4) hours of notification during the period beginning two (2) months prior to scheduled startup and ending two months after startup is complete.
- e. A written description of the Bidder's practices for control system cybersecurity, addressing at minimum remote access controls, credential management, removable media handling, and personnel background screening. Alignment with ISA/IEC 62443-2-4 should be described where applicable.
- f. A written description of Bidder's quality assurance and quality control procedures for application software development, including internal code review practices and version control.
- g. Demonstrated experience programming Schneider Electric Modicon M340 programmable logic controllers, including processor, rack, power supply, and discrete and analog input/output module configuration.

- h. Demonstrated experience developing and maintaining programmable logic controller applications in EcoStruxure Control Expert, formerly Unity Pro. The Bidder shall state the software versions in which its assigned personnel are proficient.
- i. Demonstrated experience developing operator interface applications for Schneider Electric Harmony GTO series operator interface terminals using Vijeo Designer. The Bidder shall state the software versions in which its assigned personnel are proficient.
- j. Demonstrated experience developing applications for Schneider Electric Harmony SCU series controllers using EcoStruxure Machine Expert, formerly SoMachine. The Bidder shall state the software versions in which its assigned personnel are proficient.
- k. Demonstrated experience configuring EcoStruxure Geo SCADA Expert, formerly ClearSCADA, including database configuration, equipment template instantiation, alarm and trend configuration, and outstation communications. The Bidder shall state the software versions in which its assigned personnel are proficient. Experience may be evidenced by a completed project reference, current Schneider Electric Remote Operations Alliance partner status with documented Geo SCADA training, or training completed by named personnel who will be assigned to Prince William Water work.
- l. Demonstrated experience configuring DNP3 outstation communications on Schneider Electric Modicon network option modules, including the BMXNOR0200H, or equivalent DNP3 outstation configuration experience on comparable hardware.
- m. The Bidder shall complete Part F. 9. Platform and Software Experience, of Qualification Statement, demonstrating the Bidder's experience with each platform and development software package listed in Section II.B. Where the Bidder has no experience with a given item, the Bidder shall so state on Attachment F-8 and describe how the required capability will be obtained prior to performing Prince William Water work.

2. Project Team Qualifications and Experience

The submission shall include an organizational chart and detailed resumes for the key members of the proposed project delivery team in Exhibit A. The following positions shall be designated:

- a. Lead Programmer. The individual with primary responsibility for control system application software development. The Lead Programmer shall have a minimum of ten (10) years of verifiable experience in SCADA, programmable logic controller, and operator interface programming and startup. The resume shall identify the platforms on which that experience was obtained.
- b. Project Manager. The individual with primary responsibility for coordination, scheduling, and communication with Prince William Water and, where applicable, the General Contractor.
- c. Lead Field Technician. The individual with primary responsibility for on-site startup, testing, and commissioning support. This individual shall hold ISA Certified Control Systems Technician (CCST) Level I certification or higher, or have a minimum of ten (10) years of verifiable control system startup and commissioning experience.

For each designated individual, the Bidder shall provide evidence of ISA or manufacturer training completed on the platforms and development software identified in Section II.B,

including the name of the individual, the course title, and the date of completion. Training certificates should be included where available.

Training records must correspond to the specific product families and software packages identified in Section II.B. Training on a different product family within the same manufacturer's catalog does not satisfy this requirement. By way of example, training on the Harmony GTUX or eXtreme operator interface range does not evidence proficiency with the Harmony GTO series and Vijeo Designer specified for Prince William Water work.

The Bidder shall identify, for each development software package listed in Section II.B, which designated individual holds the relevant experience. A single individual may be identified for more than one package.

Any change to the designated key personnel after prequalification requires prior written approval by Prince William Water. Any replacement individual must satisfy the same qualification requirements as the individual being replaced.

3. References

In this section, the Bidder shall:

- a. List representative municipal water and wastewater clients currently served by the office that would support Prince William Water work.
- b. Provide the name, address, telephone number, and email address of at least three (3) references for projects completed within the past five (5) years in which the Bidder performed control system application programming. References should be for projects on which one or more of the proposed project team members performed the same or similar services as those described in Section II.

B. Financial Ability

C. Judgements and Litigation

D. Contract Compliance

E. Criminal Conviction or Debarment

IV. QUALIFICATION STATEMENT FORMAT AND SUBMITTAL INSTRUCTIONS

A. Required Form and Completion

Applicants must complete the attached Qualification Statement in its entirety. Spaces should not be left blank; if the appropriate response is “none” or “not applicable,” Applicants should so indicate. Qualification Statements and supplemental information must be typed or printed in ink. One (1) original (so marked) and two (2) copies of all submittal materials must be submitted to Prince William Water, each in a suitable binder. All materials submitted hereunder will become the property of Prince William Water and will not be returned to the Applicant.

B. Submission Due Date and Delivery

To be eligible for participation in this process, Prince William Water must receive a Bidder's Qualification Statement and all supplemental information on or before the date and time

indicated in the Notice of Request for Qualifications. Sealed prequalification materials may be delivered to Prince William Water at the address set forth in the Notice. The sealed envelope or container should be clearly marked on the outside lower left corner as shown on next page:

Sealed Application - Do Not Open
Prince William Water
Attn: RFQ SA 2706, Medhat Mossad, Procurement Officer
4 County Complex Court
Woodbridge, Virginia 22192
Due Date and Time: December 3, 2026 at 10:00 A.M. (EST)

C. Required Sequence

Each Applicant must submit the required number of copies of all prequalification materials to Prince William Water in the following order:

1. Letter of Transmittal: This letter must contain the name, mailing address, and telephone number of the primary representative of the Applicant to whom all correspondence is to be addressed.
2. Qualification Statement: The required Qualification Statement form is located at the end of this RFQ.
3. Supplemental Information: Applicants must include as supplemental information any additional items or information requested in this RFQ or required as part of the Qualification Statement. This information should be typed or clearly printed in an organized, concise manner and should be appended to the corresponding attachment, with appropriate cross-references to the section numbers and headings in the Qualification Statement.

D. Trade Secrets and Proprietary Information

Under Part G of the Qualification Statement, an Applicant may designate all information set forth in its Qualification Statement and/or any supplemental information as a trade secret or as proprietary information by checking the appropriate box in the Qualification Statement Form seeking for protection under §2.2-4342 of the Virginia Public Procurement Act (the “VPPA”).

V. EVALUATION PROCESS

A. Review of Qualifications; Criteria for Evaluation

Following the submission due date, Prince William Water will review and evaluate all Qualification Statements and supplemental information and conduct such reference checks, research, and verification as it deems necessary or appropriate under the circumstances. Prince William Water will evaluate each Applicant’s qualifications based upon the criteria set forth in the Qualification Statement, Virginia Code 2.2-4317 and Prince William Water’s prequalification procedures in order to make a determination as

to whether each Applicant will be prequalified to perform the Work. The evaluation criteria entails the following: Financial Ability, Judgement and Litigation, Contract Compliance, Experience and Criminal Conviction and Debarment. Prince William Water may, in its discretion, deny prequalification to an Applicant based upon any one or more of the factors set forth in §2.2-4317(C) of the VPPA. Prince William Water reserves the right at any time during this process to require submission of such additional information and clarification as it deems necessary or appropriate under the circumstances to conduct a full and appropriate evaluation of a Bidder's qualifications to perform the Work. Failure to submit requested information may result in a denial of prequalification.

B. Notice of Determination

Upon completion of its evaluation process, Procurement Manager or designee will issue a written notice of the determination to each Applicant.

C. Right of Inspection/Rebuttal Process

Upon written request submitted within five (5) business days after receipt of Prince William Water's notice, an Applicant who is denied prequalification may inspect public documents relating to the determination. Within ten (10) business days after receipt of Prince William Water's notice, the Applicant may submit rebuttal information to Prince William Water's Procurement Department at the address set forth on the Notice of Request for Qualifications. The Procurement Manager or designee will review the rebuttal information and any other relevant information in the possession of Prince William Water, and may, in his or her discretion, request additional information or clarification from the Applicant. The Procurement Manager or designee will issue a written notice of its determination regarding the Applicant's qualifications within five (5) business days after receipt of the rebuttal information. Unless appealed in the manner prescribed in the VPPA, this determination will be final.

VI. GENERAL

A. Cancellation; Waiver of Informalities

Prince William Water reserves the right to: (a) cancel this RFQ at any time prior to award; and (b) waive any informalities with respect to a Qualification Statement, in the event Prince William Water determines that any such action is in its best interests.

B. Withdrawal from Process

An Applicant may withdraw its Qualification Statement from this Prequalification process at any time during this process by notifying the Procurement Manager or designee in writing. Any such withdrawal may be submitted to Prince William Water by mail or e-mail to the Procurement Manager and will be effective upon receipt.

C. Costs Incurred

Prince William Water will not be responsible for any costs incurred by any Applicant because of its participation of this procurement process. Each Applicant will be

responsible for and will bear its own expenses regarding such participation, including the provision of any supplemental information that may be requested.

D. Addenda and Interpretations

1. Requests for Interpretation

All requests for interpretation of the meaning of the Prequalification Procedure and Instructions and/or the Qualification Statement must be made in writing and submitted to Prince William Water at the address set forth in the Notice of Request for Qualifications on or before the deadline specified in the Notice for submission of questions.

2. Addenda

No verbal interpretation of the meaning of this RFQ will be made to any Applicant. 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. If, in the opinion of Prince William Water, the deadline for the submission of Qualification Statement does not provide sufficient time for consideration of any Addendum, then such deadline may be extended at the discretion of Prince William Water. Addenda will be sent to the Applicant's address of record as provided by the Applicant. An Applicant's claim that the applicant did not receive any such addenda will in no event relieve the Applicant from any provision of this RFQ, as amended. Upon issuance by Prince William Water, addenda will be deemed to have become a part of this RFQ to the same extent as if set forth fully herein.

E. Notice of Certain Changes or Events

1. Required Notice

If, after the submission by the Applicant of a Qualification Statement of this procurement process:

- (a) an Applicant experiences a material change in its financial condition, ownership, corporate structure or personnel; or
- (b) any event or circumstance arises that causes any information set forth in an Applicant's prequalification materials to no longer be true and accurate in all respects, then, in either case, the Applicant shall notify Prince William Water of the change, event, or circumstance in writing at the time the change occurs or as soon thereafter as is reasonably practicable, but in any event prior to award of a contract for the Work.

2. Consequences for Misrepresentation or Absence of Required Notice

Any: (a) knowing misrepresentation on the part of an Applicant hereunder; or (b) failure to notify Prince William Water of a material change described in Section E.1(a)

or of an event or circumstance described in Section E.1(b), may, in Prince William Water's sole discretion, constitute sufficient grounds for denying prequalification to that Applicant, for rescinding the Applicant's prequalification.

END PREQUALIFICATION PROCEDURE AND INSTRUCTIONS



RFQ SA 2706 - REQUEST FOR QUALIFICATIONS

QUALIFICATION STATEMENT

By submitting this Qualification Statement, Applicant acknowledges and agrees that Prince William Water has the right to conduct such research and verification regarding the information set forth herein as it deems reasonably necessary and appropriate under the circumstances, including contacting project owners and other involved parties for reference with respect to Applicant's prior performance.

Applicant must provide all information requested herein. Any doubt on the part of Applicant with respect to the necessity of disclosing information should 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 form.

PART A. GENERAL INFORMATION

1. Firm Name _____

Street Address _____

City _____ State _____ Zip Code _____

Telephone No. _____ Fax No. _____

Email Address: _____

Mailing Address _____

City _____ State _____ Zip Code _____

2. Identify two (2) contact persons for the Applicant and provide the telephone number and e-mail address for each. (First named individual will be the primary contact.)

(a) _____

Name	Title	Telephone	E-Mail Address
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(b) _____

Name	Title	Telephone	E-Mail Address
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3. Type of Entity:

☐ Corporation (If corporation: provide date and state of incorporation in spaces below)

☐ Partnership (If partnership: indicate type of partnership, provide names of all partners, general and limited, state of organization, and date of formation of partnership in spaces below)

☐ Individual Owner (If Individual Owner: provide name of owner and date of commencement of business in spaces below)

☐ Limited Liability Company (If LLC: provide names for all members, and date and state of organization in spaces below)

4. Federal Employer Identification Number and Date of Issuance:

FEIN No.: _____ Date of Issuance: _____

5. How many years has the Applicant been in business under the business name by which it now requests to be pre-qualified? _____ Years.

Has the Applicant ever operated under a name that is different from that set forth above? ☐ Yes ☐ No
If yes, provide other name and number of years in business under that name:

Name	Years in Business
------	-------------------

6. Each Applicant must complete the attached **Form A, State Corporation Commission Form**: Each Applicant that is organized or authorized to transact business in the Commonwealth of Virginia pursuant to Title 13.1 or Title 50 of the Virginia Code must provide the identification number issued to it by the Virginia State Corporation Commission (the "VSCC"). Any Applicant that is not required to be authorized to transact business under Title 13.1, Title 50, or any other law, must provide a statement indicating why it is not required to be so authorized.

Note: If the Applicant is not required to be authorized to transact business under the above-referenced provisions of the Virginia Code, provide a statement in alignment with Form A indicating why VSCC authorization is not required.

7. Insurance (“Claims-Made” General Liability Is Unacceptable) Indicate Best Key Rating For Insurance Companies:

Commercial General Liability: _____

Auto Insurance: _____

Worker’s Comp.: _____ Experience Modification Factor _____

Umbrella Coverage: _____

Insurance Agent: _____

Phone No.: () _____ Contact’s Name: _____

PART B. FINANCIAL ABILITY

1. Name and address of Surety Company:

Bonding Agent Representative: _____

Phone #: _____ Email: _____

2. Is the Surety Company included on the United States Treasury List of acceptable surety corporations?

☐ Yes ☐ No

3. Bonding Company's Best's Rating: _____

4. Provide a letter from the Surety Company in the form of Attachment B indicating among other matters that, if the Applicant is awarded any contracts as a result of being selected for the qualified list, the Surety Company will issue the required maintenance bonds, and performance and payment bonds in the full amount of the resulting contract. The surety letter shall also include your firm's total bonding capacity.

5. Work Currently Bonded: \$_____

6. FINANCIAL/STATEMENT: (SUBMISSION OF FINANCIAL STATEMENT AT THIS TIME IS NOT REQUIRED. YOU MAY NOTE UNDER THIS SECTION THAT THIS INFORMATION WILL BE PROVIDED UPON REQUEST.) The financial statement should contain reasonably current data and reflect the general current financial condition of the firm and include:

Current Assets: Cash, accounts receivable, accrued interest on notes, deposits; and material and prepaid expenses, net fixed assets and other assets.

Current Liabilities: Accounts payable, notes payable, accrued interest on notes, provisions for income taxes, advances received from owners, accrued salaries, accrued payroll taxes, other liabilities and capital; capital stock, authorized and outstanding shares par values, earned surplus.

Date of statement or balance sheets: _____ Name of firm preparing statement: _____

PART C. JUDGMENTS AND LITIGATION

1. Has the Applicant or any officer, director, or owner of the Applicant had one or more judgments entered against it, him, or her within the past 10 years for the breach of a contract for contract with a scope similar to that described in this RFQ? In responding, the Applicant should include contracts for a scope similar to that described in this RFQ?

☐ Yes ☐ No

2. Has the Applicant filed or caused to be filed on its behalf, or had filed against it, any lawsuits or arbitration requests or claims with regard to any contract within the last five years?

☐ Yes ☐ No

3. Is the Applicant a party to any claim, lawsuit, arbitration proceeding, or other legal proceeding that is pending or outstanding and that relates to a contract with a public body?

☐ Yes ☐ No

4. On any contract with a public body, does Applicant have any unsettled:

(a) Delay claims? ☐ Yes ☐ No

(b) Schedule impact claims? ☐ Yes ☐ No

(c) Other claims which, individually or in the aggregate, equal or exceed \$100,000 on any single contract or project?

☐ Yes ☐ No

5. Has the Applicant been adjudicated or otherwise finally determined to have been in noncompliance with any applicable federal, state, or local law, rule, ordinance, or regulation (an "Applicable Law", including any Applicable Law related to AEISS services or to occupational safety)? ☐ Yes ☐ No

6. Has the Applicant been involved in a bankruptcy or reorganization? ☐ Yes ☐ No

Note: If the Applicant has answered yes to any question in this Part C, the Applicant must submit full details with regard to each such matter on separate sheets attached as Attachment C to this Qualification Statement. For each affirmative response that relates to a judicial or administrative proceeding, the Applicant should provide, as applicable, the date, the project description, the style of the proceedings, the court, the jurisdiction, the case number, and a brief description of the claim or claims and their resolution or current status.

PART D. CONTRACT COMPLIANCE

1. Has the Applicant been found to be in substantial non-compliance with the terms and conditions of a contract with a public body without good cause? ☐ Yes ☐ No
2. Has the Applicant ever failed to enter into a contract with a public body when the Applicant was the low bidder?
☐ Yes ☐ No
3. Has the Applicant ever been a party to a contract that was terminated by the public body for cause?
☐ Yes ☐ No
4. Has the Applicant ever been declared to be in default or partial default on a contract with a public body?
☐ Yes ☐ No
5. Has the Applicant ever been the subject of a stop work order on any contract with a public body?
☐ Yes ☐ No
6. Has the Applicant ever had work removed or omitted from a contract or project, other than by mutually- agreed upon change order? ☐ Yes ☐ No
7. Has the Applicant ever failed to complete any work awarded to it by a public body? ☐ Yes ☐ No

Note: If the Applicant has answered yes to any of the questions set forth in Part D, submit full details on separate sheets attached as Attachment D to this Qualification Statement.

PART E. CRIMINAL CONVICTION OR DEBARMENT

1. During the last 10 years, has the Applicant or any officer, director, owner, project manager, procurement manager or chief financial officer of the Applicant been convicted in any jurisdiction of any of the following:
 - (a) A crime related to AESS contractor or to contracting in general? ☐ Yes ☐ No
 - (b) A violation related to conflicts of interest or to ethics in public contracting? ☐ Yes ☐ No
 - (c) A crime related to governmental fraud, bid rigging, or bribery? ☐ Yes ☐ No
2. Is the Applicant or any officer, director, or owner of the Applicant currently debarred from bidding or contracting by any local, state, or federal agency or other public body? ☐ Yes ☐ No

Note: If the Applicant has answered yes to any of the questions set forth in this Part E, submit full details on separate sheets as Attachment E to this Qualification Statement. Applicant's response on Attachment E should in each instance identify the name of the person or entity who was the subject of the conviction or debarment, and should include a description of the project involved, an explanation of the circumstances when it occurred, that gave rise to the conviction or debarment, and the names and telephone numbers of individuals who may be contacted for additional information.

PART F. EXPERIENCE

1. On Attachments F-1 through F-5, provide the requested information for multiple projects completed by the Applicant within the past five (5) years. The projects should exhibit the required experience and qualifications as described in the attached Request for Qualifications (RFQ) Section III A and be relevant to the proposed Project Description as described in RFQ Section II. Additional pages providing narrative description can be used to supplement the F-1 through F-5 forms.
2. Project Description: On Attachment F-6, provide a narrative description of projects performed by the Applicant that are similar and nature to the AESS services described in RFQ Section II. Include discussion, where applicable, of the control platforms and development software used, the type of facility, the scope of programming and configuration

3. performed, the testing and commissioning role performed by the Applicant, and the total value of the Applicant's contract. Projects should be limited to those completed within the past five (5) years.
4. On Attachment F-7 list all owners, public and private (including the Commonwealth of Virginia) for whom the Applicant is currently: (a) prequalified to perform work; or (b) under contract to perform work. Provide a project title/general description of the type of work to be performed in connection with each such contract.
5. Complete the chart below by identifying the Applicant's principal officers and providing other requested information.

Name of Officer and Number of Years employed by the Applicant	Present Position and Number of Years Held	<i>Specific Type of Work Performed by this Individual and Description of Control Systems Experience</i>
1		
2		
3		

6. List the type or types of work the Applicant customarily performs with its own forces.

7. List the type or types of work customarily subcontracted to others.

8. Complete the Platform and Software Experience table below for each platform and development software package identified in Section II.B under Part I. Where the Applicant has no experience with a given item, the Applicant shall so state and describe how the required capability will be obtained prior to performing Prince William Water work.

Platform / development software	Years of experience	Versions used	Projects completed	Assigned personnel with this experience
Modicon M340 hardware				
EcoStruxure Control Expert				
Harmony GTO operator interface terminals				
Vijeo Designer				

Harmony SCU controllers				
EcoStruxure Machine Expert				
EcoStruxure Geo SCADA Expert				
DNP3 outstation configuration				

9. Provide the total amount of work in dollars completed by the Applicant's during each of the 3 most recent calendar Years:

Year	Amount Completed
2026	\$ _____
2025	\$ _____
2024	\$ _____

10. Software licensing: Prince William Water does not furnish development software or licenses to the AESS. Indicate below whether the Applicant currently holds, or is able to obtain prior to performing Prince William Water work, licenses for each of the following:

Development software	License held	Able to obtain	Version(s) held
EcoStruxure Control Expert	Yes / No	Yes / No	
Vijeo Designer	Yes / No	Yes / No	
EcoStruxure Machine Expert	Yes / No	Yes / No	
EcoStruxure Geo SCADA Expert	Yes / No	Yes / No	

PART G. PROPRIETARY INFORMATION

Under the VPPA, the Applicant may elect its Qualification Statement as trade secrets or proprietary information. In order to obtain protection from mandatory public disclosure laws, an Applicant must select the appropriate box below at or prior to submission of this Qualification Statement. Is all the information in your Qualification Statement considered a trade secret or proprietary information?

☐ Yes ☐ No

Note: If this Part G is left blank, the Applicant's Qualification Statement will be deemed not to contain any trade secrets or proprietary information.

PART H. SIGNATURE PAGE

The undersigned hereby certifies under oath that he or she is duly authorized to submit this Qualification Statement on behalf of the Applicant and that the information set forth herein, including any information submitted as an attachment, is true, correct, and complete in all respects.

Name of Applicant _____

Signature of Authorized Representative _____

Name of Representative _____

Title _____

Date _____

[Notary Acknowledgements on Following Pages]

NOTARY ACKNOWLEDGEMENTS FOR QUALIFICATION STATEMENT (FOR A CORPORATION)

State of _____ County of _____

The foregoing Qualification Statement was acknowledged before me this _____ day of _____, 20_____,
by _____ (Name of Applicant's Authorized Representative) the duly authorized
representative of _____, (Name of Applicant) a _____
(State of Incorporation) corporation, on behalf of the corporation.

Notary Public

My commission expires: _____

(FOR A PARTNERSHIP)

State of _____ County of _____

The foregoing Qualification Statement was acknowledged before me this _____ day of _____, 20_____,
by _____. (Name of acknowledging partner or agent)

the duly-authorized Partner of _____ (Name or partnership) a partnership.

Notary Public

My commission expires: _____

(FOR AN INDIVIDUAL)

State of _____ County of _____

The foregoing Qualification Statement was acknowledged before me this _____ day of _____, 20_____,
by _____ as Applicant. (Name of Individual)

Notary Public

My commission expires: _____

(FOR LIMITED LIABILITY COMPANY)

State of _____ County of _____

The foregoing Qualification Statement was acknowledged before me this _____ day of _____, 20_____, by
. the duly-authorized representative of _____ (Name of Manager) _____ (Name
of Limited Liability Company)

_____, a limited liability

company. Notary Public

My commission expires: _____

ATTACHMENT A (SUPPLEMENTAL INFORMATION UNDER PART A)

Attach Supplemental Information Required under Part A

ATTACHMENT B (SAMPLE SURETY LETTER)

[SURETY COMPANY LETTERHEAD] [DATE]

Prince William Water

<<Address>>

Re: [CONTRACTOR]

<<Address>>

To Whom It May Concern:

[SURETY COMPANY] has provided surety bonds on behalf of [CONTRACTOR] for [NUMBER] years, during which time we have issued performance and payment bonds for contracts valued in the range of [DOLLAR AMOUNT]. At the present time, [SURETY COMPANY] provides a [DOLLAR AMOUNT] single project / [DOLLAR AMOUNT] aggregate surety program to [CONTRACTOR].

[SURETY COMPANY] is prepared to provide payment and performance bonds on behalf of [CONTRACTOR] for the full value of the contract contemplated by RFQ, provided that [SURETY COMPANY] reserves the right to perform standard underwriting at the time of any bond request, including, without limitation, prior review and approval of relevant contract documents and bond forms. We assume no liability to Prince William Water if for any reason we do not execute such bonds.

[SURETY COMPANY] is listed on the U.S. Treasury Department's Listing of Approved Sureties (Dept. Circular 570; 2012 Revision) and is rated [GRADE] ([FINANCIAL SIZE CATEGORY]) by A.M. Best Company.

Please feel free to contact the undersigned at [TELEPHONE NUMBER] if you have any questions.

Very truly yours, [SURETY COMPANY]

By: [Name], Attorney-in-Fact

ATTACHMENT C (SUPPLEMENTAL INFORMATION UNDER PART C)

Attach Supplemental Information Required under Part C

ATTACHMENT D (SUPPLEMENTAL INFORMATION UNDER PART D)

Attach Supplemental Information Required under Part D

ATTACHMENT E (SUPPLEMENTAL INFORMATION UNDER PART E)

Attach Supplemental Information Required under Part E

ATTACHMENT F-1 (CONTRACT #1)

1. Project identification and location:

2. Describe the Project and/or outline the Project Description:

3. Applicant self-performed, subcontracted or was the General Contractor:

☐ Self Performed ☐ Subcontracted Work ☐ General

4. Names, titles, addresses, and telephone numbers of the owner, and the contractor, if any, on whose behalf the work was performed.

(a) Owner

Address _____

Telephone _____

Email _____

Individual to Contact _____ Title _____

(b) Contractor, if any, on whose behalf Applicant performed the work

Address _____

Telephone _____

Email _____

Individual to Contact _____ Title _____

5. Contract price.

(a) Original contract value: _____ (b) Final contract value: _____

(c) Value of change orders as a percentage of the original contract value:_____

6. Percentage of work related to Project Description as outlined performed by Applicant’s employees:
_____ %

7. Was the contract completed on or before the date specified in the contract for substantial completion of the work, as agreed to by the parties? ☐ Yes ☐ No

If not, explain why, including the original contract period and the final contract period.

8. Did the project have any interim time constraints and if so were they met?

9. Were liquidated damages imposed, either on the Applicant or by the Applicant on another? ☐ Yes ☐ No

If yes, list the amount of damages and explain the circumstances:

10. Were any liens, claims, or stop work notices filed against the job? ☐ Yes ☐ No

If yes, explain below, including final resolution or present status, if still pending?

11. Provide any additional information regarding value-added services, cost saving measures or other unique aspects of your firms involvement in the project.

ATTACHMENT F-2 (CONTRACT #2)

1. Project identification and location:

2. Describe the Project and/or outline the Project Description:

3. Applicant self-performed, subcontracted or was the General Contractor:

☐ Self Performed ☐ Subcontracted Work ☐ General Contractor

4. Names, titles, addresses, and telephone numbers of the owner, and the contractor, if any, on whose behalf the work was performed.

(a) Owner

Address _____

Telephone _____

Email _____

Individual to Contact _____ Title _____

(b) Contractor, if any, on whose behalf Applicant performed the work

Address _____

Telephone _____

Email _____

Individual to Contact _____ Title _____

5. Contract price.

(a) Original contract value: _____ (b) Final contract value: _____

(c) Value of change orders as a percentage of the original contract value: _____

6. Percentage of work related to Project Description as outlined performed by Applicant's employees:
_____ %

7. Was the contract completed on or before the date specified in the contract for substantial completion of the work, as agreed to by the parties? ☐ Yes ☐ No

If not, explain why, including the original contract period and the final contract period.

8. Did the project have any interim time constraints and if so were they met?

9. Were liquidated damages imposed, either on the Applicant or by the Applicant on another? ☐ Yes ☐ No

If yes, list the amount of damages and explain the circumstances:

10. Were any liens, claims, or stop work notices filed against the job? ☐ Yes ☐ No

If yes, explain below, including final resolution or present status, if still pending?

11. Provide any additional information regarding value-added services, cost saving measures or other unique aspects of your firms involvement in the project.

ATTACHMENT F-3 (CONTRACT #3)

1. Project identification and location:

2. Describe the Project and/or outline the Project Description:

3. Applicant self-performed, subcontracted or was the General Contractor:

☐ Self Performed ☐ Subcontracted Work ☐ General Contractor

4. Names, titles, addresses, and telephone numbers of the owner, and the contractor, if any, on whose behalf the work was performed.

(a) Owner

Address _____

Telephone _____

Email _____

Individual to Contact _____ Title _____

(b) Contractor, if any, on whose behalf Applicant performed the work

Address _____

Telephone _____

Email _____

Individual to Contact _____ Title _____

5. Contract price.

(a) Original contract value: _____ (b) Final contract value: _____

(c) Value of change orders as a percentage of the original contract value: _____

6. Percentage of work related to Project Description as outlined performed by Applicant's employees:
_____ %

7. Was the contract completed on or before the date specified in the contract for substantial completion of the work, as agreed to by the parties? ☐ Yes ☐ No

If not, explain why, including the original contract period and the final contract period.

8. Did the project have any interim time constraints and if so were they met?

9. Were liquidated damages imposed, either on the Applicant or by the Applicant on another? ☐ Yes ☐ No

If yes, list the amount of damages and explain the circumstances:

10. Were any lines, claims, or stop work notices filed against the job? ☐ Yes ☐ No

If yes, explain below, including final resolution or present status, if still pending?

11. Provide any additional information regarding value-added services, cost saving measures or other unique aspects of your firms involvement in the project.

ATTACHMENT F-4 (CONTRACT #4)

1. Project identification and location:

2. Describe the Project and/or outline the Project Description:

3. Applicant self-performed, subcontracted or was the General Contractor:

☐ Self Performed ☐ Subcontracted Work ☐ General Contractor

4. Names, titles, addresses, and telephone numbers of the owner and the contractor, if any, on whose behalf the work was performed.

(a) Owner

Address _____

Telephone _____

Email _____

Individual to Contact _____ Title _____

(b) Contractor, if any, on whose behalf Applicant performed the work

Address _____

Telephone _____

Email _____

Individual to Contact _____ Title _____

5. Contract price.

(a) Original contract value: _____ (b) Final contract value: _____

(c) Value of change orders as a percentage of the original contract value:_____

6. Percentage of work related to Project Description as outlined performed by Applicant’s employees:
_____ %

7. Was the contract completed on or before the date specified in the contract for substantial completion of the work, as agreed to by the parties? ☐ Yes ☐ No

If not, explain why, including the original contract period and the final contract period.

8. Did the project have any interim time constraints and if so were they met?

9. Were liquidated damages imposed, either on the Applicant or by the Applicant on another? ☐ Yes ☐ No

If yes, list the amount of damages and explain the circumstances:

10. Were any lines, claims, or stop work notices filed against the job? ☐ Yes ☐ No

If yes, explain below, including final resolution or present status, if still pending?

11. Provide any additional information regarding value-added services, cost saving measures or other unique aspects of your firms involvement in the project.

ATTACHMENT F-5 (CONTRACT #5)

1. Project identification and location:

2. Describe the Project and/or outline the Project Description:

3. Applicant self-performed, subcontracted or was the General Contractor:

☐ Self Performed ☐ Subcontracted Work ☐ General Contractor

4. Names, titles, addresses, and telephone numbers of the owner and the contractor, if any, on whose behalf the work was performed.

(a) Owner

Address _____

Telephone _____

Email _____

Individual to Contact _____ Title _____

(b) Contractor, if any, on whose behalf Applicant performed the work

Address _____

Telephone _____

Email _____

Individual to Contact _____ Title _____

5. Contract price.

(a) Original contract value: _____ (b) Final contract value: _____

(c) Value of change orders as a percentage of the original contract value:_____

6. Percentage of work related to Project Description as outlined performed by Applicant’s employees:
_____ %

7. Was the contract completed on or before the date specified in the contract for substantial completion of the work, as agreed to by the parties? ☐ Yes ☐ No

If not, explain why, including the original contract period and the final contract period.

8. Did the project have any interim time constraints and if so were they met?

9. Were liquidated damages imposed, either on the Applicant or by the Applicant on another? ☐ Yes ☐ No

If yes, list the amount of damages and explain the circumstances:

10. Were any liens, claims, or stop work notices filed against the job? ☐ Yes ☐ No

If yes, explain below, including final resolution or present status, if still pending?

11. Provide any additional information regarding value-added services, cost saving measures or other unique aspects of your firms involvement in the project.

ATTACHMENT F-6 (ADDITIONAL SAMPLE PROJECTS)

Attach Narrative Description of Additional Sample Projects

ATTACHMENT F-7 (CURRENT AND PREQUALIFIED PROJECTS)

Owner	Work Description & Project Amount

EXHIBIT A - ORGANIZATIONAL CHART AND RESUMES

(See RFQ Section III Personnel/Team Qualifications and Experience)

Form A-State Corporation Commission Form

Bidder agrees, if this bid is accepted by the Prince William Water doing business as “Prince William Water” (PW Water), for such services and/or items, that the Bidder has met the requirements of the Virginia Public Procurement Act (VPPA) §2.2-4311.2. Any falsification or misrepresentation contained in the statement submitted by Bidder pursuant to Title 13.1 or Title 50 of the Code of Virginia may be cause for termination by the Prince William Water doing business as “Prince William Water” (PW Water).

Bidders shall complete the following by checking the appropriate line that applies and provide the required information. Bidders failing to provide the required information indicated below will have their bid/proposal declared non-responsive:

- 1.1 _____ Bidder is a Virginia business entity organized and authorized to transact business in the Commonwealth of Virginia by the State Corporation Commission (SCC). The Bidder’s current valid identification number issued by the SCC is _____. ***(The SCC number is NOT your federal tax identification number).*** -OR-
- 1.2 _____ Bidder is a sole proprietor and no SCC number is required. -OR-
- 1.3 _____ Bidder is an out-of-state business entity that does not regularly and continuously maintain as part of its ordinary and customary business, any employees, agents, offices, facilities, or inventories in Virginia. This does not account for any employees or agents in Virginia who merely solicit orders that require acceptance outside Virginia before they become contracts. It also, does not account for any incidental presence of the Bidder in Virginia that is needed in order to assemble, maintain, and repair goods in accordance with the contracts by which such goods were sold and shipped into Virginia from the Bidder’s out-of-state location. **Bidder shall include with this bid/proposal documentation from their legal counsel which accurately and completely states why the Bidder is not required to be so authorized within the meaning of §13.1-757 or other similar provisions in Titles 13.1 or 50 of the Code of Virginia.** -OR-
- 1.4 _____ Bidder currently has pending before the SCC **an application that was submitted prior to the due date and time of this solicitation** for authority to transact business in the Commonwealth of Virginia and seeks consideration for a waiver to allow the submission of the SCC identification number after the due date for bids/proposals. ***(Prince William Water doing business as “Prince William Water” (PW Water) reserves the right to determine in its sole discretion whether to allow such waiver.)***

Legal Name of Company (as listed on W-9)

Legal Name of Bidder

Date

Authorized Signature

Print or Type Name and Title