

Contractor Prequalification Work Classifications

Group No. 1 Site Work

Clearing, grubbing, removal of tree stumps, shrubs, site preparation, grading of a site, silt fence barrier, gabions, erosion control, rock crushing/recycling, screening topsoil and other aggregates.

Group No. 2 Utility work

Sewer and water mains, pipe jacking, storm drainage systems, sewer rehabilitation, sewage pumping stations, pressurized lines, etc.

Group No. 3 Concrete Restoration

Cement Concrete Curb, sidewalks, steps, ramps, low retaining walls under 3-foot clear face, spillways, driveways, monument cases and covers, right-of-way markers, slabs & footings. Barriers, concrete barriers. Cement concrete repair. Concrete structures except bridges: cast-in-place median barrier, footings, prefabricated panels and walls, retaining walls, and ramps, foundations, and concrete slope protection.

Group No. 4 Specialized Concrete Repair

Epoxy coatings, epoxy repair, masonry repair, masonry cleaning, special coatings, epoxy injection, gunite repair, and pressure grouting.

Group No. 5 Paving and Associated Construction - Limited Access Highways/Freeways

General Paving; Bituminous and Portland cement concrete paving. Pavement Rehabilitation; chip seal and related work. Placing crushed surfacing materials and gravel, Asphalt paving, placing of hot bituminous pavement and/or replacement. Concrete Paving; placing Portland cement concrete pavement. Placing of crushed materials with asphaltic application.

Associated pavement work; rubblizing, reclamation, rigid base course, flexible base course, bituminous pavement, bituminous pavement patching & repair, bituminous joint & crack sealing, milling, rumble strips, bituminous surface treatments, seal coats, rigid pavement, rigid pavement patching & repair, diamond carbide grinding, spall repair, sawing & sealing concrete or bituminous, roadway.

Group 5 Limitations

Group No. 5A Rumble Strips

Group No. 5B Parking Lots and Paved Trails

**Group No. 5C Limited to Group No. 6 Resurfacing and Preservation:
Local Roads & Streets and Non-Freeways Projects**

**Group No. 6 Road Construction and Rehabilitation: Local Roads &
Streets and non-freeways**

Rehabilitation is work proposed to improve service ability and extend the service life of existing roadways and streets and to enhance safety. Work, usually accomplished within the existing right of way. Work may include the upgrading of geometric features; such as roadway widening, minor horizontal re-alignment and to accommodate the approach roadway width. Resurfacing, restoration & rehabilitation work on non-freeways, which include mill & resurface, bridge approach work, concrete joint repair, safety upgrades, shoulder widening, shoulder paving or other work along existing alignment within the existing ROW. Examples: Grading and Drainage: roadway excavation and embankment, modification of ground surface by cuts & fills, alignments, grading, profiles, cross-sections, excavating of earth materials and the placement of drainage structures, minor widening reconstruction, structure excavation, general site development.

**Group No. 7 Road Construction and Rehabilitation: Limited Access
Highways/Freeways**

Limited access freeways with enclosed drainage, grade separations, urban and freeway-to-freeway interchanges, service roads, retaining walls, noise walls etc. The proposed work on the approximate alignment of an existing route that meets the geometric criteria for a new facility. The work may include geometric improvements, drainage improvements, revised horizontal and vertical alignments, utility conflicts, ROW acquisition and complex staging up to and including full roadway construction/reconstruction on new alignment. Rehabilitation of existing main lanes, structures, construction of HOV lanes, new interchanges, new rest areas and noise walls, and installation, rehabilitation, etc. of signs, pavement markings, striping, etc. on freeways. Installation of specialty walls/slopes: counterfort walls, mechanically stabilized earth, stabilized slopes, soil nailing. Drilling & Blasting, Anchors, drilling, Permanent Tie-Back Anchor, installation of permanent rock and soil anchors, soldier piles and timber lagging. Soldier pile tie-back anchor wall construction. Pile-driving, driving concrete, steel, and timber piles. Cofferdam & pumping. Tunnels and construction of underground conduit without the continuous disturbance of ground surface.

Group 7 Limitation

Group No. 7A Limited to Major Reconstruction of Non-Freeway State Routes

Non-freeways in developed areas impacting multiple stakeholders, with multiple underground and overhead utilities, and potentially constructed over multiple seasons. It may also include major reconstruction on rural State routes. Major work may include full depth reconstruction, substantial changes in the general geometric character of the roadway, such as widening, horizontal or vertical re-alignment, slope cuts or fills, etc. Installation /relocation of utilities, pavement resurfacing and reclamation projects in rural and suburban areas with grade separations, and major intersection realignments.

The work may also include major drainage improvements, watermain and sewer main work, utility conflicts, ROW acquisition and complex staging up to and including full roadway construction/reconstruction. Rehabilitation of existing main lanes and structures, installation of signs, pavement markings, etc. Installation of retaining walls and specialty walls/slopes such as GRS-IBS walls / structures, mechanically stabilized earth, stabilized slopes, soil nailing. Drilling & blasting, anchors, permanent Tie-Back anchor, installation of permanent rock and soil anchors, soldier piles and timber lagging. Pile-driving, driving concrete, steel, and timber piles. Cofferdam & pumping, handling of controlled groundwater and materials. Construction of underground conduit without the continuous disturbance of ground surface.

Group No. 8 Minor Bridges

Minor Bridges are bridges with spans lengths not exceeding 50 feet (center to center of cap) and total length not exceeding 200 feet. A Minor Bridge shall not contain any type of construction listed under Intermediate Bridges or Major Bridges.

Construction and Rehabilitation of Minor Highway, Railroad, and pedestrian bridges and work incidental thereto. Examples: concrete box culverts, precast concrete beam bridges, single span steel beam bridges, pedestrian bridges, timber bridges. Rebar installation, concrete placement, erection of steel / precast concrete / timber members, bridge removal / demolition, minor deck or substructure repairs, bearing devices, expansion devices, shoring & sheeting, pile driving, bridge rail.

Group 8 Limitations

Group No. 8A Box Culverts

Group No. 8B Pipe Culverts/Culvert Linings

Group No. 8C Pedestrian and/or Timber Bridges

Group No. 9 Intermediate Bridges

Intermediate bridges are bridges with span lengths exceeding 50 feet (center to center of cap) or those including continuous spans or on a limited access highway and contain none of the types of construction listed under Major Bridges.

Construction and Rehabilitation of Intermediate Highway, Railroad and pedestrian bridges and work incidental thereto. Examples; Bridges which include curved steel girders, precast concrete beam bridges, steel beam bridges, pedestrian bridges, timber bridges. Rebar installation, placement of concrete, erection of steel /prestressed concrete / timber members, bridge removal / demolition, deck or substructure repairs. Bearing devices, expansion devices, shoring & sheeting, pile driving, bridge rail.

Group No. 10 Major Bridges

Bridges which includes bascule, lift, or swing spans
Bridges which include drilled shafts larger than 30" in diameter
Bridges with multi-level roadways
Bridges of concrete segmental construction
Bridges which include steel truss construction
Bridges which include cable stayed construction
Bridges of conventional construction which are over a water opening of 500 feet or more
Cast-in-place post-tensioned superstructures.
Bridges which include long spans over 200 feet
Spliced concrete girders
Steel box girders.

Construction and Rehabilitation of Major Highway, Railroad and pedestrian bridges and work incidental thereto. Examples: Rebar installation, placement of concrete, erection of steel / prestressed concrete / timber members, bridge removal / demolition, deck or substructure repairs, bearing devices, expansion devices, shoring & sheeting, pile driving, bridge rail.

Group No. 11 Bridge Painting

Painting, blast cleaning & coatings. SSPC certificates required.
Priming, surface preparation, application of finish coats, containment and disposal.

Group No. 12 Marine Repairs, Marine Construction or Salvaging

Riprap and Rock Walls: mortar, rubble, and masonry walls, rock retaining walls, and placing of large broken stone on earth surfaces for protection against the action of water. Drainage channels, erosion protection, drainage spillways & ancillary structures, docks, breakwaters, harbor structures & roadway systems, underwater construction, underwater utilities. Pile driving or extraction; construction, repair and demolition of piers and wharfs; dredging; bulkheads and jetties; and work incidental thereto. Dredging. Construction & repair of timber, concrete and steel bulkheads, fender systems, and dolphins.

Group No. 13 Traffic Control & Illumination/Electrical

Installation, removal & modification of traffic signals or traffic signals related equipment, including traffic signal support structures and foundations and other construction incidental thereto. Installation, removal & modification of highway illumination, navigational lighting, airfield lighting, airfield guidance, obstruction lighting, and movable bridge systems and equipment, including light standards, foundations, conduits, duct banks, handholes, junction boxes, cables, power distribution and control cabinets w/foundations, wiring connections and miscellaneous electrical apparatus associated with each system.

Group No. 14 Signing

Installation, removal & modification of extruded aluminum signs, sheet aluminum signs, delineators, and sign supports. Sign supports include but are not limited to monotube bridge sign structures, 4 chord truss bridge sign structures, 4 chord truss cantilever sign structures, structure mounted sign supports, overhead truss sign support foundations, drilled shaft traffic structure foundations, structural steel for side mounted sign supports, side mounted sign foundations, and metal sign posts not requiring foundations.

Group 14 Limitation

Group No. 14A Installation, removal & modification of sheet aluminum signs and delineators on metal sign posts not requiring foundations.

Group No. 15 Intelligent Transportation Systems (ITS)

Traffic monitoring stations (Installation of piezo sensors, loop detectors, conduits, conductors, cable, handholes, junction boxes, service and control cabinets, foundations, power and telephone /communications), Camera monitoring systems (CCTV), Traffic Flow monitors, Highway Advisory Radios, Systems (HAR), Dynamic Message Signs (DMS), Integrated Communication Systems, Environmental sensing stations, Variable message signs, Computerized Traffic Signal Systems (CTSS). Design and installation of fiber optic based communication systems.

Group No. 16 Pavement Markings

Epoxy resin and thermoplastic markings, stripes, bars, letters, symbols, etc., traffic buttons, lane markers, guide posts. Pavement markings; includes delineators, traffic stripe painting and painted, epoxy resin, and/or thermoplastic pavement markings. Pavement Markings for highways, streets, airports and parking lots.

Group No. 17 Incidental Construction: Fencing

Standard highway fencing (wire, chain link, etc.) noise barrier fences; delineation.

Group No. 18 Incidental Construction: Guide Rail and Impact Systems

Construction of a rail secured to uprights and erected as a barrier between, or beside lanes of a highway. Standard guide rail, bridge rail, impact attenuator, steel median barrier. Traffic

Accommodations & Control: Impact attenuators, installation of approved protective systems filled with sand, water, foam, or other substances which prevent errant vehicles from impacting roadside hazards.

Group No. 19 Bridge Preservation and/or Preventive Maintenance; this class is for work associated with extending the service life of existing bridge structures and may include any of the following:

- Group No. 19A Bridge Joint/membrane Repairs; repair/rehabilitation/replacement of bridge joint systems and repair/replacement of bridge deck protective systems (membrane & bituminous wearing surface)**
- Group No. 19B Steel Repairs; repairs to steel superstructure and/or substructure elements, furnishing, fabricating, erection and shop painting of structural members.**

Repairs and/or Replacement of Bridge Bearings; repairs and/or replacement of bridge bearings including pier and abutment seat modifications.

Bridge Painting; localized paint removal and painting of beams and cap girders.

- Group No. 19C Concrete Repairs; repairs to concrete superstructure and/or substructure elements; application of protective coatings, crack repair, patching of decks and variable depth patching.**
- Group No. 19D Scour Countermeasures; installation of scour mitigation measures.**

Timber Repairs; repairs to timber decks and or superstructure and/or substructure elements.
Protective Fencing and Rail Systems Repairs; repair/upgrade of bridge rail and safety elements.
Bridge Deck Drains; Cleaning of existing drain systems including scupper and weeps;
repair/rehabilitation/replacement of deck drain systems.

Group No. 20 VACANT

Group No. 21 Railroad Construction

Construction of railroad sub grade, placing of ballast, ties and track, at grade crossings and other items related to railroad work.

Group No. 22 Railroad Construction Electrical

Construction of overhead Catenaries, substations, switches, and signals.

Group No. 23 Landscaping/Environmental Improvements

Roadside: Landscaping roadside, including seeding, hydro seeding, mulching, sodding, and ground cover planting, topsoil application, and other construction related thereto.

Site Landscaping: topsoil application, including planting of trees, shrubs and all ground covers on various types of sites, selective tree removal, trimming, seeding, insecticide application, weed control, liming, soil binder & soil supplements, irrigation. Wetland mitigation, creation, plantings and removal of invasive species.

Group No. 24 Environmental

Environmental/Hazardous waste removal and stockpile. Containment, cleanup, removal and disposal of debris and hazardous, controlled/toxic materials.

Group No. 25 Vertical Construction

Group No. 25A Vertical Construction - Minor

The undertaking of general contracts for the construction of buildings (i.e. new construction, renovation, rehabilitation, alteration, addition, etc.). The work includes a variety of construction practices, requires some coordination of subcontractors and utilities, requires basic equipment, and tends to have short, one season (spring - fall) construction durations. Includes those designs that are conventional in character, require minimum design based on pre-engineered components/systems, and that pose minimum effort by the design professional. Examples include basic building structures without interior finishes, small renovations, minor ADA compliance upgrades, salt sheds, small maintenance facilities, small train station renovations, warehouses, ceiling replacement, pre-engineered components, recreation facilities, etc.

Note: If you are prequalified for General Building Construction under Group 25B and/or Group 25C, you are automatically prequalified for Group 25A.

Group No. 25B Vertical Construction - Intermediate

The undertaking of general contracts for the construction of buildings (i.e. new construction, renovation, rehabilitation, alteration, addition, etc.). The contract must include a variety of construction practices, major coordination of subcontractors and utilities. May require specialized equipment and / or trades, and may have multiple year construction durations. Includes most of the structures that normally have occupied spaces. These all require normal mechanical/electrical systems for today's standards of operation for quality space, security and environmental comfort. Examples include larger Maintenance facilities, train station projects, parking garages, major renovations, multiple site work / renovation coordination, office buildings, general classroom and administrative offices, college buildings, auditoriums and maintenance buildings, bus maintenance and storage facilities.

Note: If you are prequalified for General Building Construction under Group 25B, you are automatically prequalified for Group 25A.

Group No. 25C Vertical Construction - Major

The undertaking of general contracts for the construction of buildings (i.e. new construction, renovation, rehabilitation, alteration, addition, etc.). The contract must include a variety of construction practices, major coordination of subcontractors, tenants, operations, and public in occupied areas, requires integrated scientific or complex mechanical/electrical equipment in order for them to function, and are typically multiple year construction durations. Examples include hospitals, chemistry buildings, historic preservation to a landmark structure, and/or any other structure that is truly one of a kind within the State's inventory. Other examples include threshold buildings, airport buildings / terminals, marine structures, train maintenance buildings and train stations, parking garages.

Note: If you are prequalified for General Building Construction under Group 25C, you are automatically prequalified for Group 25A and Group 25B. There may be specific projects within this classification that require a major contractor registration from the Department of Consumer Protection.

Group No. 25E Vertical Construction Electrical

General building electrical, generators, electrical vaults, lighting, and associated finishes.

Group No. 25R Vertical Construction Roofing

General building roofing, thermal/moisture protection and associated finishes.

GUIDANCE DOCUMENT

Assignment of Prequalification Work Classifications

Objective

To validate and assign the appropriate Prequalification Work Classification (Work Classification) to projects during final design, to incorporate the assigned Work Classification into the contract documents through a Special Provision, and to include the assigned work classification in the Bid Invitation For Advertisement.

Benefits

- Improves the efficiency of the overall bidding and award process
- Provides for more accurate Work Classifications resulting from collaboration between the lead designer and District Construction.
- Results in a more timely and efficient process of approving prequalified contractors to bid on projects.
 - Contractors will know ahead of time what Work Classifications they need to be prequalified in order to be awarded the contract
 - In the event contractors aren't prequalified in the project's assigned Work Classification, they can attempt to obtain the new prequalification Work Classification earlier in the advertising process
- Improved Bid Proposal Request and review process.
 - If contractors disagree with the projects assigned Work Classification, the discussion and review will take place early and prior to approval to bid on a project.
 - Eliminates the current process where the Contracts Unit requests support information such as the percentage breakdown of the types of work, the defined scope of work, and contract value to ensure the appropriate Work Classification was assigned to the project.
- Minimizes post bid challenges/protests related to contractor prequalifications.

Background

A project's Work Classification describes the essence/type of work that a Contractor must be prequalified in order to bid, and be considered for award of a project. The process of prequalifying contractors for various Work Classifications provides some level of assurance to the Department of Transportation that the Contractor will be successful in completing the construction of the project.

District Construction's input is valuable in determining the Work Classification, as they have experience on what types of contractors may have interest to bid on the project based upon the scope of work as well as what part of the work is most critical to the on-time satisfactory completion of the work.

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Under the directive, the assigned Work Classification will be clearly indicated on the calendar day chart, identified in a Special Provision and will be included in Contract Development's (Processing) Transmittal memo at DCD. It is important for the Contracts Unit to have a general understanding of the scope of the project and to know that the assigned Work Classification was determined involving collaboration between the lead designer and District Construction. A collaborative approach in determining the Work Classification provides the Contracts Unit a better sense of the type of contractor(s) that may submit a request to bid on a particular project. This allows the Contracts Unit to efficiently review and approve/deny the contractor's [Bid Proposal Request Form](#) and ensures that the contractor is prequalified for the Work Classification associated with the project and that the contractor has the available bidding capacity to bid a particular project. Thus overall making for a more efficient post bid award process and mitigates bid protests/challenges after bid.

Although it may not eliminate contractors from asking, the assigned Work Classifications will have been vetted by appropriate parties within the department, which will improve and expedite the Department's response.

Guidance

Assigned Work Classification

The project's assigned Work Classification will be chosen from prequalification categories published by Contracts. However, the Lead Designer must first understand the project's essence of work/complexity, contract value, and percentage breakdown before recommending the prequalification category because the description of work and examples provided for each category cannot describe every type of work that may be encountered or considered. It should be used as a guide to promote productive discussions between Design and District Construction during the Work Classification determination process.

Determinations for classifications:

Some of the criteria that the Department needs to consider when assigning the Work Classification to projects are, the essence of work / complexity, contract value, and percentage breakdown of types of work. Other considerations that may be considered are Contract duration and how to maximize bid competition without excluding potential qualified bidders.

Essence of Work / Complexity:

The first step in obtaining an understanding of what the classification should be is to determine the essence, or core substance of the work, and how complex the work is. It's important to clarify what "type" of work is being performed and how the completion of that work affects the public. If the work's construction and completion is critical to and impacts public safety and service, then the projects Work Classification should align with that work. Some examples are:

Deck patching and joint replacement on a major bridge, depending on the extent of the work and volume of traffic, could be classified as Group 19 Bridge Joints/Membranes and Group 4 Specialized Concrete Repair, in lieu of Group 10 Major Bridge.

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A highway ramp signing project on a limited access highway may not justify Group 7 classification because its impact to the traveling public could be minor. This could be classified as Group 14 signing Steel repairs and painting located on a Group 10 Major Bridge may not justify classifying the project as a Group 10 Major Bridge, but may be classified instead as Group 11 Bridge Painting and Group 9 Intermediate Bridge rehabilitation.

It is important to understand the type of work and its complexity when choosing a work classification.

Contract Value

Contract value is usually one of the first criteria that comes in to question when discussing the appropriate project Work Classification. Although there is no set value system associated with the Work Classifications, Contract value is a good indicator of project size, complexity, and impact to the public. For example, a large contract value normally indicates multiple subcontractors that the Prime contractor will have to coordinate and schedule, day and night work, longer duration, or a large amount of work on bridge or roadway. Although the type of road or size of building or bridge may indicate a lower classification be assigned, the project's contract value with these other considerations may indicate that a higher classification is required to obtain the most qualified contractor to complete the project successfully. (Major roadway reconstruction on a state road may indicate that Group 7, Road Construction and Rehabilitation: Limited Access Highways, freeways, and major reconstruction of non-freeway state routes be assigned in lieu of Group 6.)

Percentage Breakdown of Type of Work

The types of work associated with the project is another important factor to consider when assigning the Work Classification. A percentage break down of the types of work the contract is often useful to assist in understanding the project scope and the type of contractor that may request to bid on the project. The project funding source is not a representation of the majority of the work or critical work element.

Types of work to consider on a specific project will obviously vary. Each project has its own unique set of characteristics and circumstances. Examples of types of work are, bridge/structure work, highway/roadway, paving, bridge painting, steel repair, maintenance/preservation work vs complete rehab/replacement work, building structure, earthwork/excavation, concrete, etc. To perform this calculation, the designer should review the estimated items of work and combine those that compromise the "majority" types of the work. For example, add together the contract item costs that are involved with the bridge work versus those that are considered roadway work. The larger, costlier items associated with the essence of the work, not every item, should be included in the calculation. General items (e.g. Mobilization and Demobilization, Maintenance and Protection of Traffic, etc.) and minor items should be excluded from the calculations.

Assigning Work Classifications

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The Lead Designer will indicate the assigned Work Classification on the Calendar Day Chart (found on the [Highway Design](#) web page). Consideration of the assigned Work Classification should begin early in the final design stage of the project design. Collaboration and discussion regarding the appropriate Work Classification will occur between the Lead Designer and District Construction staff. The project “Plans in Hand Meeting” may present a good opportunity for this coordination and to make a determination. The resulting Work Classification determination will be listed on the project Calendar Day Chart. The Calendar Day Chart will have District Construction concurrence prior to PS&E submission at FDP. If the scope or essence of work changes, then the Calendar Day Chart must be revised to reflect the new Work Classification and re-signed by District Construction.

In most cases, a project should have one “primary” work classification assigned to it. Although, there may be scenarios where the Department may want to require prime contractors to be prequalified in more than one work classification, such as on a very large, complex bridge/highway project (i.e. Group 7 and 10). It also may be acceptable to allow a contractor to bid having either of two different Work Classifications, such as with a bridge rehab/painting project.

If multiple work classifications are recommended, *a separate meeting between Engineering, Construction, and the Contracts unit should be held*. This meeting will ensure that all parties are on board with the final determination and will eliminate delays during the bid and award process.

In general if a contract requires a minor amount of specialized work, a qualifications special provision is preferable to a work classification assignment. The work classification for the contract should address the majority of the work to be completed.

Contract Bid Documents

Contract Development (Processing) will review the assigned Work Classification indicated on the Calendar Day Chart in order to ensure the Work Classification is not precedent setting and is in conformance with assignments for that type of project. If Contract Development has any concerns, they will initiate communication with the Lead Designer and coordinate to work through a resolution. Changes to the previously determined Work Classification will require concurrence from District Construction by means of a revised Calendar Day Chart.

Contract Development (Processing) will prepare a Special Provision for Section 1.02 reflecting the appropriate Work Classification and include with contract documents for project bidding. The Special Provision shall be worded as:

“In accordance with the provisions of the Construction Contract Bidding and Award Manual, bidders must be prequalified for (Type Work classification here), to be eligible to bid on this project. Bidders that are not prequalified for this work classification will not be approved to bid on this project.”

Contract Development (Processing) will include a line titled “Assigned Work Classification” in the Transmittal memo to the Contracts Unit. Contract Development will add the assigned Work Classification to the AASHTOWare Project Preconstruction system (i.e. Trns*port).