



**PUBLIC WORKS
PRE-QUALIFICATION OF CONTRACTORS**

**SIERRA COLLEGE – ROCKLIN CAMPUS
SITE INFRASTRUCTURE UTILITIES UPGRADE
RFPQ No. 20-003**

Issued: May 22, 2020

Due: June 16, 2020 at 3:00 P.M.

Submit to:

<https://sierracollege.bonfirehub.com>

REQUEST FOR PRE-QUALIFICATION OF BIDDERS

Notice is hereby given that the Board of Trustees of the Sierra Joint Community College District (District) has determined that all bidders on the Site Infrastructure Utilities Upgrade Project (Project) to be undertaken by the District at the Rocklin campus must be pre-qualified prior to submitting on the Project. It is mandatory that all Prime Contractors who intend to submit a bid fully complete the pre-qualification questionnaire, provide all materials requested herein, and be approved by the District to be on the final qualified bidders list. No bid will be accepted from a Contractor that has failed to comply with these requirements. Contractors are encouraged to submit pre-qualification applications as soon as possible, so that they may be notified of omissions of information to be remedied or of their pre-qualification status well in advance of the bid advertisement for this Project. If two or more business entities expect to submit a bid as part of a Joint Venture, each entity within the Joint Venture must be separately qualified to bid.

Project description: The Project will upgrade and replace many of the existing underground utility services including but not limited to domestic water, fire water, sewer, storm drain, natural gas, low voltage technology and provide a new 12kv primary service loop for the campus. The project will also provide for the construction of a new technology distribution center building. This Project is funded by local Measure E bonds and is based on the Board of Trustees approved 2018 Campus Facility Master Plan. The Construction Budget for the Project is \$20,000,000. This amount includes all costs of the complete coordination planning, construction, supervision, management, compliance with all applicable codes and agency requirements, and any and all items required for the completion of the project per the Contract Documents.

Completed Pre-Qualification Questionnaires will be received up to, but not later than 3:00 P.M. local time on June 16, 2020. Pre-Qualification Questionnaires may be accessed by visiting the District's online vendor portal: <https://sierracollege.bonfirehub.com>.

All communications regarding this Pre-Qualification including requests for information or clarification of the intent or content of this Pre-Qualification Questionnaire must be submitted electronically to the District's online vendor portal. While in Bonfire, navigate to the **Messages** section then click the **Opportunity Q&A** tab and select "**Start a new Opportunity Q&A**" to submit your question or clarification.

Each 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 Contractor on whose behalf that person is signing. If any information provided by a Contractor becomes inaccurate, the Contractor must immediately notify the District and provide updated accurate information in writing, under penalty of perjury.

Each Contractor submitting a pre-qualification questionnaire shall upload and submit a completed pre-qualification questionnaire electronically utilizing the District's online portal at <https://sierracollege.bonfirehub.com>. Hard copies of the pre-qualification questionnaire will not be accepted. Financial Statements shall be uploaded as a separate file/document and must accompany a completed pre-qualification questionnaire. These documents should be submitted simultaneously.

The process for award of the contract for construction of the Project is a two-step process:

Step 1: consists of the pre-qualification of prime Contractors to arrive at a final qualified bidders list. Contractors meeting the minimum qualifications will be placed on the final qualified bidders list.

Step 2: Contractors on the final qualified bidders list will be allowed to participate in the bid process for the Project. The Board of Trustees for the District will, if an award is made, approve the award of the contract to the lowest responsible and responsive bidder.

The District will issue a final qualified bidders list in accordance with the schedule below to all Contractors who have completed and submitted pre-qualification questionnaires. After the issuance of the final qualified bidders list, the District will make available, for those requesting it, an opportunity for a debriefing. At the debriefing,

summaries of the scoring and ranking of the Contractor’s pre-qualification submittal may be reviewed. Scoring of the pre-qualification questionnaires will be based on the following:

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|--|--|
| A. Contractor Information | Required to Pass but not scored |
| B. Current Organization and Structure | Required to Pass but not scored |
| C. Essential Criteria Questions | Pass/Fail |
| D. Prequalification Criteria Questions | Required of score of 35 points or less to Pass |
| E. Project References | Pass/Fail |
| F. Certification | Required to Pass but not scored |
| G. Financial Statements | Pass/Fail |

The following is the anticipated schedule for the pre-qualification and bid-award process.

| Anticipated Schedule for Pre-qualification, Bid and Award | |
|--|---------------------------------------|
| [All times are local] | |
| Activity | Dates |
| Request for Prequalification Issued | Friday 5/22/2020 |
| Deadline for submission of questions | Wednesday 6/10/2020 |
| Pre-qualification submittal deadline | Tuesday 6/16/2020 by 3:00 P.M. |
| Prequalification Questionnaire Evaluation | 6/17/2020 to 6/18/2020 |
| Final qualified bidders list published | Friday 6/19/2020 |
| Bid Documents issued | Friday 6/19/2020 |
| Mandatory Pre-Bid Conference | Thursday 6/25/2020 |
| Deadline for submission of questions | Monday 7/13/2020 |
| Final Addenda Issued (if required) | Friday 7/17/2020 |
| Bids Due | Tuesday 7/21/2020 by 3:00 P.M. |
| Notice of Intent to Award issued | TBD |
| Board of Trustees Award Contract | Tuesday 8/11/2020 (estimated) |
| Notice of Award | Wednesday, 8/17/2020 (estimated) |
| Notice to Proceed | TBD |

The District reserves the right, at any time, to make additions, modifications or deletions to any of the above events or schedule dates.

Answers to questions in the Pre-Qualification Questionnaire, information about current bonding capacity and the most recent three years reviewed or audited financial statements, with accompanying notes and supplemental information, are required. The District will use these documents as the basis of rating Contractors in respect to the qualification to submit a bid for the Project. The District reserves the right to check other sources available. The District’s decision will be based on objective evaluation criteria.

The District reserves the right, but assumes no obligation, to contact references provided by Contractor or other known references whether or not listed by the Contractor. The District reserves the right at any time to request in writing from any or all Contractors clarification of any information submitted.

The District reserves the right to adjust, increase, limit, suspend or rescind the pre-qualification rating based on subsequently learned information. Contractors whose rating changes sufficient to disqualify them will be notified and given an opportunity for a hearing consistent with the hearing procedures described below for appealing a pre-qualification rating. The District reserves the right to waive minor or clerical irregularities, errors or omissions in the information contained in any pre-qualification submittal or in regard to any Contractor’s compliance

with the pre-qualification process and to make all final determinations with respect to the information provided in any submittal. Contractors shall bear, at their own expense and without reimbursement by the District, all costs and expense associated with their participation in the process of pre-qualification

While it is the intent of the pre-qualification questionnaire and documents required therewith to assist the District in determining bidder responsibility prior to bid and to aid the District in selecting the lowest responsible bidder, neither the fact of pre-qualification, nor any pre-qualification rating, will preclude the District from a post-bid consideration and determination of whether a bidder has the quality, fitness, capacity and experience to satisfactorily perform the proposed work, and has demonstrated the requisite trustworthiness.

The pre-qualification applications (completed questionnaire and financial statements) submitted by 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 the appeal hearing. State law requires that the names of Contractors applying for pre-qualification status shall be public records subject to disclosure and the first page of the questionnaire will be used for that purpose.

The District may refuse to grant pre-qualification where the requested information and materials are not provided, not provided by the date listed above, or falsified information is submitted. There is no appeal from a refusal for an incomplete, late or falsified application. The closing time for bids will not be changed in order to accommodate supplementation of incomplete or late submissions.

Any objections relating to the process or procedures concerning the Pre-Qualification Application must be submitted to the District, in writing, at least seven (7) days prior to submission by the Contractor of its Pre-Qualification Application. Failure by a Contractor to so object shall constitute a final and conclusive waiver by the Contractor of its right to thereafter assert such objection, including without limitation, the right to submit such objection as a grounds for an appeal pursuant to the following procedures.

A Contractor may appeal the District's decision. Subject to the above section, a Contractor may dispute the District's determinations made as part of the Pre-Qualification process as follows:

1. The Contractor shall submit, in writing, within five (5) days following the issuance of the District's determination, a request for a written response from the District explaining the District's determination.
2. Within five (5) days of the District's receipt of the Contractor's request, the District shall provide notification to the Contractor in writing of the basis for the District's determinations relative to the Applicant's pre-qualification status ("District Determination").
3. If the Contractor disputes the District's Determination, the Contractor may request further review of the District's Determination by an Appeal Committee, consisting of one or more individuals appointed by the District, by requesting a meeting with the Appeal Committee to provide evidence that the Contractor believes supports a finding that the District's Determination should be changed. Pending the decision of the Appeal Committee, the prequalification decision made by District personnel shall remain in full force and effect. Should the decision of the District personnel be reversed or revised by the Appeal Committee, the decision shall take effect as of the date of the Appeal Committee's decision and shall not be retroactive. It is the intention of the District that the date for the submission and opening of bids or award of any contract will not be delayed or postponed to allow for completion of an appeal process.
4. The Appeal Committee shall provide a written decision to the Contractor, either concurring with or denying the appeal. The written decision of the Appeal Committee shall be final.
5. Failure of a Contractor to timely follow all appeal steps shall be a waiver of the Contractor's right to appeal the District's determinations.

B. CURRENT ORGANIZATION AND STRUCTURE

Complete the section below for the appropriate type of firm:

For Firms That Are Corporations:

- 1a. Date incorporated: _____
- 1b. Under the laws of what state: _____
- 1c. Provide all the following information for each person who is either (a) an officer of the corporation (president, vice president, secretary, treasurer), or (b) the owner of at least ten percent of the corporation’s stock:

| Name | Position | Years with Firm | % Ownership |
|------|----------|-----------------|-------------|
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- 1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: For this question, “owner” and “partner” refer to ownership of ten percent or more of the business, or ten percent or more of its stock, if the business is a corporation.

| Person’s Name | Construction Firm | Date of Person’s Participation with Firm |
|---------------|-------------------|--|
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For Firms That Are Limited Liability Companies (LLC):

- 1a. Date Article of Organization filed: _____
- 1b. Under the laws of what state: _____
- 1c. Provide all the following information for all members of the LLC:

| Name | Position | Years with Firm | % Ownership |
|------|----------|-----------------|-------------|
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- 1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: For this question, “owner” and “partner” refer to ownership of ten percent or more of the business, or ten percent or more of its stock, if the business is a corporation.

| Person’s Name | Construction Firm | Date of Person’s Participation with Firm |
|---------------|-------------------|--|
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For Firms That Are Partnerships:

- 1a. Date incorporated: _____
- 1b. Under the laws of what state: _____
- 1c. Provide all the following information for each partner who owns ten percent or more of the firm.

| Name | Position | Years with Firm | % Ownership |
|------|----------|-----------------|-------------|
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- 1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: For this question, “owner” and “partner” refer to ownership of ten percent or more of the business, or ten percent or more of its stock, if the business is a corporation.

| Person’s Name | Construction Firm | Date of Person’s Participation with Firm |
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For Firms That Are Sole Proprietorships:

- 1a. Date of commencement of business _____
- 1b. Identify every construction firm that the business owner has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: For this question, “owner” and “partner” refer to ownership of ten percent or more of the business, or ten percent or more of its stock, if the business is a corporation.

| Person’s Name | Construction Firm | Date of Person’s Participation with Firm |
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For Firms That Intend to Make a Bid as Part of a Joint Venture:

- 1a. Date of commencement of joint venture: _____
- 1b. Provide all the following information for each firm that is a member of the joint venture that expects to bid on one or more projects

| Name of Construction Firm | % Ownership |
|---------------------------|-------------|
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Note: Explain on a separate sheet. Provide all other pertinent information required in the sections above, for each Corporation, LLC, Partnership, or Sole-Proprietorship that is a part of the Joint Venture.

FOR ALL FIRMS:

2. At any time during the past five years, has your firm shared office space, warehouse space, yard, plant or shop facilities, staff, equipment, telecommunications or other assets with any other construction firm? (If yes, identify and explain below.)

| Construction Firm | Description of Sharing Agreement | Location of Facilities |
|-------------------|----------------------------------|------------------------|
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11. Provide the name, address and telephone number of the apprenticeship program (approved by the California Apprenticeship Council) from whom you intend to request the dispatch of apprentices to employ on any public works project awarded by the District.

| Name | Address | Phone |
|------|---------|-------|
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12. Provide the name, address and telephone number of the apprenticeship program (approved by the California Apprenticeship Council) from whom you have requested and/or employed apprentices in the past three years.

| Name | Address | Phone |
|------|---------|-------|
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13. If your firm operates its own State-approved apprenticeship program:
- (a) Identify the craft or crafts in which your firm provided apprenticeship training in the past year;
 - (b) State the year in which each such apprenticeship program was approved and attach evidence of the most recent California Apprenticeship Council approval(s);
 - (c) For each craft, list the number apprentices employed by your firm and the number of individuals that completed apprenticeships while employed by your firm during the last three years.

| Craft | Year | No. Apprentices | No. Completed |
|-------|------|-----------------|---------------|
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14. Has your firm changed names or license number in the past five years? Yes No
(If yes, explain on a separate sheet, including the reason for the change.)
15. Has there been any change in ownership of your firm at any time during the last five years? Yes No
(If yes, explain on a separate sheet.)

NOTE: A corporation whose shares are publicly traded is NOT required to answer this question.

16. Is your firm a subsidiary, parent, holding company or affiliate of another construction firm? Yes No
(If yes, explain on a separate sheet.)

NOTE: Include information about other firms if one firm owns 50 percent or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.

17. Has any owner, partner and/or officer of your firm operated or been connected to a construction firm under any other name in the last five years not listed in Section A or Section B above at any time in the past five years? Yes No

(If yes, provide the person's name, construction firm name, and dates of participation.)

| Name | Construction Firm | Dates of Participation |
|------|-------------------|------------------------|
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C. ESSENTIAL CRITERIA QUESTIONS

Circle Answer

NOTE: Contractor shall be disqualified if any answer to questions 1 through 7 is “No” or if any answer to questions 8 through 13 is “Yes”.

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|---|---|-----|----|
| 1. | Does your firm possess a valid and current California Contractor’s or other professional license as required by law for the project or projects for which it intends to submit a bid? | Yes | No |
| 2. | Is your firm registered with DIR as a Public Works Contractor for the current fiscal year? | Yes | No |
| 3. | Does your firm have a liability insurance policy with a policy limit of at least \$2,000,000 per occurrence and \$5,000,000 aggregate? | Yes | No |
| 4. | Does your firm have current workers’ compensation insurance policy as required by the Labor Code or is your firm legally self-insured pursuant to Labor Code section 3700 et. seq.? | Yes | No |
| 5. | Have you provided your firm’s latest copy and two prior years of reviewed or audited financial statements with accompanying notes and supplemental information? * | Yes | No |
| NOTE: Financial statements that are not either reviewed or audited are not acceptable. A letter verifying availability of a line of credit may also be attached; however, it will be considered as supplemental information only, and is not a substitute for the required financial statements. | | | |
| 6. | Does your firm have sufficient current bonding capacity to provide performance and labor & materials payment bonds for this project? | Yes | No |
| 7. | Is your firm committed to participating in a local outreach program as part of submitting a bid on this project? | Yes | No |
| 8. | Has a surety firm completed a contract on your behalf, or paid for completion because your firm was in default and/or terminated by the project owner within the last five years? | Yes | No |

- | | | Circle Answer | |
|-----|--|----------------------|----|
| 9. | Is your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B, ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract, pursuant to Labor Code section 1777.1, Labor Code section 1777.7, or any other federal, state, county, municipal or other local law providing for the debarment of contractors from public works? | Yes | No |
| 10. | Has your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B been convicted of a crime involving the awarding of a contract of a government construction project, the bidding or performance of a government contract, antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty? | Yes | No |
| 11. | Is your firm currently the debtor in a bankruptcy case? | Yes | No |
| 12. | Has your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B ever been terminated from a public works contract, including but not limited to termination based on any misconduct, such as failure to comply with contractual, statutory, or other legal obligations from any public construction project? | Yes | No |
| 13. | Does your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B currently have any delinquent liability to an employee, the state, or any awarding body for any assessment of back wages or related damages, interest, fines or penalties pursuant to any final judgment, order, or determination by any court or any federal, state, or local administrative agency, including a confirmed arbitration award? | Yes | No |

* Public Contract Code section 20101(e) exempts from this requirement a contractor who has qualified as a small business pursuant to Government Code section 14837(d)(1), if the bid is “no more than 25 percent of the qualifying amount provided in section 14837(d)(1).” As of January 1, 2001, the qualifying amount is \$10 million, and 25 percent of that amount, therefore, is \$2.5 million.

** An additional notarized statement from the surety may be requested by the District at the time of submission of a bid, if this pre-qualification questionnaire is submitted more than 60 days prior to submission of the bid.

D. PRE-QUALIFICATION CRITERIA QUESTIONS

Prior History

Circle Answer

1. How many times has your firm, or any of its officers, supervisors, or managers, declared bankruptcy at any time during the last five years? **0 1 2 3 4 5+**

(This question refers only to a bankruptcy action that was not described in your answer to Question 11 in Section C. If yes, attach a copy of the bankruptcy petition showing the case number and the date on which the petition was filed, a copy of the Bankruptcy Court's discharge order or any other document that concluded the case if no discharge order was issued.)

2. How many times has your firm, or any of its officers, supervisors, or managers, had an injunction, judgment, order, or lien entered against it for outstanding taxes assessed or fines, penalties and/or unpaid employee wages at any time in the last five years? **0 1 2 3 4 5+**

(Explain on a separate sheet. Provide details, including the name of the government agency, caption, date, case or docket number, and disposition. Be sure to note any judgments or liens that have not been fully satisfied.)

3. How many times in the past five years, has your firm, or any of its officers, supervisors, or managers, been a party in any civil litigation or administrative proceeding alleging violation of any of the following: **0 1 2 3 4 5+**
contract antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty?

(Explain on a separate sheet. Provide details including the nature of the claims and defenses, caption, date, case or docket number, name of the court or agency before which the case is pending or which it was heard, and current status.)

4. How many times in the past five years, has your firm, or any of its officers, supervisors, or managers, been a party in any civil litigation or administrative proceeding alleging a violation by a subcontractor hired by your firm of any of the following: **0 1 2 3 4 5+**
contract antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty?

(Explain on a separate sheet. Provide details including the nature of the claims and defenses, caption, date, case or docket number, name of the court or agency before which the case is pending or which it was heard, and current status.)

Circle Answer

5. How many times in the past five years, has your firm, or any of its officers, supervisors, or managers, paid any amount, fine or otherwise, regardless of characterization, to settle any of the allegations listed in Questions 3 and 4 above, whether with or without an admission of responsibility or liability? **0 1 2 3 4 5+**

(Explain on a separate sheet. Provide details, including the caption, date, case or docket number, and name of the court or agency before which the case was brought.)

6. How many times has your firm's license, or any of its officers, managers, been debarred, suspended, disqualified, denied a classification rating or pre-qualification or otherwise been declared not responsible to or prevented from bidding or performing work on any public works contract or subcontract in the last five years? **0 1 2 3 4 5+**

(Explain on a separate sheet. State whether the firm involved was the firm applying for pre-qualification here or another firm. Identify by name of the company, name of the person within your firm who was associated with that company, date, owner of the project, project name and information, basis for the action, and case or docket number.)

7. How many times in the last five years has your firm been assessed and paid liquidated damages after completion of a project under a construction contract with either a public or private owner? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify all such projects by owner, owner's address, date of completion of the project, amount of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.)

8. How many times during the past five years, has any surety company made any payments on your firm's behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on your firm's behalf, in connection with a construction project, either public or private? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify the amount of each such claim, name and telephone number of the claimant, date of claim, grounds for claim, present status of claim, date of resolution of such claim if resolved, method by which claim was resolved if resolved, nature of resolution and amount, if any, at which claim was resolved.)

9. How many times in the last five years has any insurance carrier, for any form of insurance, refused to renew an insurance policy for your firm? **0 1 2 3 4 5+**

(Explain on a separate sheet. Name the insurance carrier, form of insurance, and year of refusal.)

10. How many times during the last five years, has your firm been denied bond coverage by a surety company, or has there been a period of time when your firm had no surety bond in place during a public works construction project when one was required? **0 1 2 3 4 5+**

(Explain on a separate sheet. Indicate the date when your firm was denied coverage, name of the company or companies which denied coverage, and the time period during which you had no surety bond in place.)

Criminal Matters and Civil Suits

Circle Answer

11. How many times has your firm, or any of its officers, supervisors, or managers, ever been convicted of a crime involving any federal, state, or local law related to construction? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify who was involved, name of the public agency, date of conviction, and grounds for conviction.)

12. How many times has your firm, or any of its officers, supervisors, or managers, ever been found liable in a civil suit or convicted of a federal or state crime of fraud, theft, or involving any other act of dishonesty, such as making any false claim or material misrepresentations? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify the person or persons convicted or found liable, court [the county if a state court, the district or location if federal court], year, and conduct involved.)

NOTE: The following two questions refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another contractor, or subcontractor. You need not include information about “pass-through” disputes in which the actual dispute is between a sub-contractor and a project owner. Also, you may omit reference to all disputes involving amounts of less than \$50,000.

13. How many times in the last five years has any claim against your firm concerning your firm’s work on a construction project been filed in court or arbitration? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim [e.g. "pending" or, if resolved, a brief description of the resolution].)

14. How many times in the last five years has your firm made any claim against a project owner concerning work on a project or payment for a contract and filed that claim in court or arbitration? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify the claim(s) by providing the project name, date of the claim, name of the entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim [e.g. "pending" or if resolved, a brief description of the resolution].)

Occupational Health and Safety Compliance

Circle Answer

15. How many times in the last five years has CalOSHA cited and assessed penalties against your firm for any “serious,” “willful” or “repeat” violation(s) or the federal Occupational Safety and Health Administration cited and assessed penalties against your firm for violation(s) of safety or health regulations? **0 1 2 3 4 5+**

NOTE: If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Board has not yet ruled on your appeal, you need not include information about it.

16. How many times in the last five years has the EPA or any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against either your firm or the owner of a project on which your firm was the contractor? **0 1 2 3 4 5+**

(Explain on a separate sheet describing each citation.)

NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

17. How many times within the last five years has there ever been a period when your firm had employees but was without workers’ compensation insurance or state-approved self-insurance? **0 1 2 3 4 5+**

(Explain the reason for each absence of workers’ compensation insurance on a separate sheet. If “None,” please provide a statement by your current workers’ compensation insurance carrier that verifies periods of workers’ compensation insurance coverage for the last five years. If your firm has been in the construction business for less than five years, provide a statement by your workers’ compensation insurance carrier verifying continuous workers’ compensation insurance coverage for the period that your firm has been in the construction business.)

Prevailing Wage and Apprenticeship Compliance

18. How many times during the last five years, has your firm been required to pay back wages and/or penalties related to **state or federal** prevailing wage laws for work performed by **your firm**? **0 1 2 3 4 5+**

(Explain on a separate sheet. Describe the nature of each violation and identify the name of the project, date of its completion, public agency for which it was constructed, number of employees underpaid, and amount(s) of back wages and penalties your firm was required to pay.)

NOTE: Question 18 refers only to the violation of prevailing wage laws by your firm, not to violations by a subcontractor.

Circle Answer

19. How many times during the last five years, has your firm or any subcontractors hired by your firm been required to pay back wages and/or penalties related to **state or federal** prevailing wage laws for work performed by a **subcontractor**? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify the subcontractor's business name and CSLB license number, describe the nature of each violation, and identify the name of the project, date of its completion, public agency for which it was constructed, number of employees underpaid, and amount(s) of back wages and penalties your firm was required to pay.)

NOTE: This question refers only to the violation of prevailing wage laws by subcontractors, not to violations by your firm.

20. How many times during the last five years, has your firm paid any penalties related to any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works projects, including Labor Code sections 1777.5 and 1777.7? **0 1 2 3 4 5+**

(Explain on a separate sheet. Provide the date(s) of such findings, case number(s), and attach copies of the Department's final decision(s).)

21. How many times during the last five years, has any subcontractor hired by your firm paid any penalties related to any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works projects, including Labor Code sections 1777.5 and 1777.7? **0 1 2 3 4 5+**

(Explain on a separate sheet. Provide the date(s) of such findings, case number(s), and attach copies of the Department's final decision(s).)



NOTE: Omissions, misrepresentations and any failure to disclose associations with other firms or any prior history of alleged violations may lead to loss of your eligibility to register as a Public Works Contractor, disqualification of bids, and/or grounds for termination of a contract.



E. PROJECT REFERENCES

Provide information about five of the firm's most relevant projects of similar nature and complexity to the District's Project that have been completed within the last ten years. Names and references must be current and verifiable. Please use the Project Reference Sheet following this section for each project. Use separate pages as necessary to provide the following information:

Projects identified must include:

- A. At least one (1) utilities infrastructure project for an educational facility in California with DSA jurisdiction.
- B. At least one (1) utilities infrastructure project for a campus complex requiring coordination of multiple utility services.
- C. At least one (1) utilities infrastructure project with a completed construction value of at least \$15,000,000.

The same project may be used to satisfy one or more of the requirements listed in A, B or C above.

Relevant projects should include as many of the following components and construction features as applicable:

- Interaction and coordination with DSA.
- Management and coordination of complex underground utilities systems in a campus setting.
- Management and coordination of complex underground utilities systems in an educational environment, preferably higher education.
- Management of complex underground utilities projects of similar size and scope to the District's project.

Clearly identify the relevance of each project and be specific as to the nature of any self-performed work and the role of your organization in the management of the overall project. Photos and other graphic materials would be helpful to delineate each project.

PROJECT REFERENCE SHEET

Contractor Name: _____

Project Name: _____ Location: _____

Owner (include contact name, phone number and e-mail): _____

Architect/Engineer (include contact name, phone number and e-mail): _____

Construction Manager (include contact name, phone number and e-mail): _____

Inspector of Record (include contact name, phone number and e-mail): _____

Description of Project, Scope of Work Performed: _____

Total Value of Construction (including change orders): _____

Date Construction Commenced: _____

Original Contractual Completion Date: _____

Actual Date of Completion: _____

Name of General Contractor (if performed as subcontractor): _____

F. CERTIFICATION

Questionnaires submitted by corporations must be signed with the legal name of the corporation, followed by the name of the state of incorporation and by the signature and designation of the chairman of the board, president or any vice president, and then followed by a second signature by the secretary, assistant secretary, the chief financial officer or assistant treasurer. All persons signing must be authorized to bind the corporation in the matter. The name of each person signing shall also be typed or printed below the signature. Satisfactory evidence of the authority of each officer signing on behalf of a corporation shall be furnished.

Questionnaires submitted by partnerships must furnish the full name of all partners and must be signed in the partnership name by a general partner with authority to bind the partnership in such matters, followed by the signature and designation of the person signing. The name of the person signing shall also be typed or printed below the signature.

Each person signing below makes the following representations under penalty of perjury:

The submitter of the foregoing answers to the questionnaire has read the same and the matters stated therein are true to the best of his or her own personal knowledge. This information is provided for the purpose of qualifying to bid on the Project, and any individual, company or other agency named herein is hereby authorized to supply the awarding body with any information necessary to verify the prospective bidder’s statements. By signing below, the submitter and the named contractor hereby grant permission to the District to contact any or all of the above listed persons or entities to confirm facts or otherwise investigate the above facts and issues.

The submitter understands that any statement which is proven to be false shall be grounds for immediate disqualification from bidding on the Project. The submitter whose signature appears below represents and warrants that he or she has authority to bind the named contractor.

I, _____ (Name), the undersigned, am the _____ (Title), with the authority to act for and on behalf of _____ (Contractor Entity Name), declare under penalty of perjury under the laws of the State of California that the foregoing information provided in this Pre-qualification Questionnaire is true, full, and correct.

I understand that making a false statement may result in disqualification from bidding on any public works project, registering as a Public Works Contractor with the Department of Industrial Relations, and may be grounds for termination of a public works contract.

Executed on this: _____ day of _____ at _____
(Date) (Month / Year) (City / State)

Name of Contractor Representative: _____

Signature of Contractor Representative: _____