

Request For Pre-Qualification Of Contractors

for the

**Cherryland Community Center
Project No. 13023
September 13, 2017**

<p>Qualifications Packages Due 2pm, October 9, 2017</p>
--

TABLE OF CONTENTS

	PAGE
NOTIFICATION OF PRE-QUALIFICATION REQUIREMENTS	4
INTRODUCTION AND OVERVIEW OF THE PRE-QUALIFICATION PROCESS	10
PRE-QUALIFICATION QUESTIONNAIRE	13
Part I: Information about the Contractor	14
Part II: Essential Requirements for Qualifications of the Contractor	20
Part III: Scored Questions for the Contractor	22
Part IV: Recent Construction Projects Completed	37
Part V: Reference Interview Questions	38
CERTIFICATION	41
SCORING WORKSHEETS AND SUMMARY OF SCORED QUESTIONS	43
Attachment:	
Drawings: RFQ Set 9/13/17	
Document 00 22 19 Enhanced Construction Outreach Program (ECOP)	
Documents 00 73 49, 00 73 49A and 00 73 49B Project Stabilization/Community Benefits Agreement (PSCBA)	

Notification of Pre-Qualification Requirements

**NOTIFICATION OF PRE-QUALIFICATION REQUIREMENTS
for the
COUNTY OF ALAMEDA
Cherryland Community Center
PROJECT #13023**

The County of Alameda (“County”) is requesting Qualifications for construction services to Construct a new community center for Cherryland area of Alameda County (“Project”). The County’s competitive selection process will proceed in two steps:

Step 1: The Construction General Contractor pre-qualification phase.

Step 2: Submittal of bids according to the requirements of the bid documents. Only those Contractors that are successfully qualified in Step 1 will be allowed to participate in Step 2.

GENERAL DESCRIPTION OF THE PROJECT

The County’s construction budget is an amount \$15 Million, exclusive of furniture and furnishings, but includes network equipment cabling infrastructure for network, AV, fire/life-safety, security and related telecommunications.

Description of the Project: The proposed project is a new community center, and associated parking lot, in Hayward, CA. The new single-story, 18,000 square foot facility will be on 1.16 acres, with a renovation of a separate ~48,000 square foot parking lot. Pre-existing hazard mitigation has been completed and the building is ready for start of construction. Roughly half the existing parking lot will be dedicated for the contractors use such as site offices, material laydown and/or parking. The Project is designed to meet USGBC LEED Silver certification. Final Construction Documents are in progress and will be posted for Bidding upon selection of Qualified, Short-Listed General Contractors. The architect of record for the Project is Noll & Tam Architects (NTA), Berkeley, CA. An abbreviated set of the construction drawings is included in this RFQ for reference to potential bidders.

The following represents the Proposed Schedule of Work:

- | | |
|-------------------------------------|--------------------|
| • Pre-qualification Results | October 13, 2017 |
| • Completion of Contract Documents | October 16, 2017 |
| • Issuance of Request for Proposals | October 20, 2017 |
| • Bid Period including Conferences | ~4 weeks |
| • Recommendation to Award Contract | late November 2017 |
| • Notice to Proceed | January 2018 |
| • Complete Construction | March/April 2019 |

MINIMUM BONDING REQUIREMENTS

The minimum bonding capacity must equal or exceed the final construction award. Prospective Contractors that cannot provide bonding at that amount will not be considered qualified even though they may be qualified otherwise.

Cherryland Community Center

NOTICE OF PRE-QUALIFICATION REQUIREMENTS

Notice is hereby given that the County has determined that all bidders on the Project must be pre-qualified prior to submitting a bid. It is mandatory that all Contractors, who intend to submit a bid, fully complete the Pre-Qualification Document, provide all materials requested herein and be approved by the County to be on the final qualified Bidders list. No bid will be accepted from a Contractor that has failed to comply with these requirements. If two or more business entities submit a bid as part of a Joint Venture, or expect to submit a bid as part of a Joint Venture, each entity within the Joint Venture must be separately qualified to bid.

Answers to questions contained in the Pre-Qualification Document, information about current bonding capacity, and notarized statement from surety, and the most **recent reviewed or audited financial statements** (Profit & Loss Statement and Balance Sheet), with accompanying notes and supplemental information, are required. The County will use these documents as the basis of rating Contractors. The County reserves the right to check other sources available. The County's decision will be based on objective evaluation criteria.

The intent of the Pre-Qualification Documents and supporting information required is to assist the County in determining bidder responsibility prior to submission of bids. Neither the fact of pre-qualification, nor any pre-qualification rating, will preclude the County 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.

A Contractor will not be considered as qualified for bidding on this Project until the Contractor has met the requirements of the County. In addition, a Contractor may not be considered qualified for either: (1) omission of requested information, or (2) falsification of information.

IMPORTANT PROVISIONS OF THE PUBLIC CONTRACT CODE RELATED TO PRE-QUALIFICATION

In 1999, the California Legislature enacted a law that allows many public agencies, including Alameda County, to require licensed Contractors that wish to bid for public works jobs to "pre-qualify" for the right to bid on a specific public work project, or on projects undertaken by a public agency during a specified period of time. Public Contract Code Section 20101 has the relevant provisions.

The County of Alameda has chosen to adopt the pre-qualification process described in Public Contract Code Section 20101 for this Project. Section 20101 requires every public agency that creates a pre-qualification procedure to: (1) use a standardized questionnaire and financial statement in a form specified by the public entity, (2) adopt and apply a uniform system of rating bidders on objective criteria, on the basis of the completed questionnaire and financial statements, and (3) create an appeals procedure, by which a Contractor that is denied pre-qualification may seek a reversal of that determination.

PUBLIC RECORD / CONFIDENTIALITY

Cherryland Community Center

The Pre-Qualification Documents (questionnaire answers 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 an appeal hearing. State law requires that the names of Contractors applying for pre-qualification status shall be public records subject to disclosure; the Contact Information page of the questionnaire will be used for that purpose.

ENHANCED CONSTRUCTION OUTREACH PROGRAM (ECOP)

The Project will comply with the requirements of the County's Enhanced Construction Outreach Program ("ECOP"). All bidders will be required to accept and acknowledge that they will meet the ECOP goals and requirements as they relate to the construction of the Project. Please see attached Document 00 22 19 **Enhanced Construction Outreach Program (ECOP)**.

The ECOP includes:

- The requirement that contractors meet or show good faith efforts ("GFE") to meet a contract participation goal of 60% to be awarded to local businesses and 20% to certified small local business enterprises ("SBE"), which may include participation of the contractor;
- The requirement that contractors meet or show GFE to meet a sub-contractor or sub-consultant participation goal of 15% Minority-owned Business Enterprise ("MBE") and 5% Women-owned Business Enterprise ("WBE") sub-contractor participation;
- For purposes of the ECOP, an SBE is as defined using the current State definition of a small business, which is a business that:
 - Must be independently owned and operated;
 - Cannot be dominant in its field of operation;
 - Must have its principal office located in California;
 - Must have its owners (or officers in the case of a corporation) domiciled in California; and
 - Together with its affiliates, be either:
 - A business with 100 or fewer employees with \$14 million or less in average gross annual revenue over the past three years, or
 - A manufacturer with 100 or fewer employees.
- Strong encouragement to bidders to contract with businesses that can demonstrate the ability and willingness to provide jobs required to complete County construction projects to local apprentices, youth, unemployed and under-employed County residents.

See <http://www.acgov.org/auditor/sleb/index.htm> for more information about these Programs.

PROJECT STABILIZATION/COMMUNITY BENEFITS AGREEMENT (PSCBA)

The Project will comply with the requirements of the "Project Stabilization/Community Benefits Agreement for the County of Alameda" (PSCBA). **The Work performed pursuant to the proposed Contract will be subject to the requirements of the PSCBA, as will be described and included in Section 00 73 49 in the subsequent Request for Proposals. In consideration of the award of a Contract to perform the Work, the Contractor will agree to be party to and bound by the PSCBA.** All Pre-Qualified bidders will be required to accept and acknowledge that they will meet the PSCBA goals and requirements as they relate to the construction of the Project and agree to execute the PSCBA Letter of Assent and shall require all of its subcontractors, of whatever tier, to become similarly bound for all work within the scope of this Contract by signing an identical Letter of Assent.

Cherryland Community Center

Please see attached Document 00 73 49 **Project Stabilization/Community Benefits Agreement (PSCBA)**.

COUNTY OF ALAMEDA RIGHTS

The County reserves the right to waive minor irregularities and omissions in the information contained in the pre-qualification application submitted, to make all final determinations, and to determine at any time that the pre-qualification procedures will not be applied to a specific future public works project.

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

The County reserves the right to accept prequalification applications despite minor irregularities and omissions in the information that would otherwise serve to disqualify a Contractor. The County reserves the right to make all final prequalification determinations and to determine at any time that the prequalification procedures will not be applied to the Project.

The County 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 for appealing a pre-qualification rating.

PROTEST PROCESS

Where the scoring of a timely and complete Pre-Qualification Document results in a rating below that necessary to pre-qualify, a protest can be made. Please check the following link for the County of Alameda policy on Protests and Bid Appeal:

www.acgov.org/gsa/departments/purchasing/policy/bidappeal.htm

PREQUALIFICATIONS-RELATED CONFERENCE

The County is hosting a series Pre-Submittal Conference.

It is Mandatory to attend one of these two sessions. They are scheduled for:

***Wednesday, September 27, 2017, 10 am – 12 pm
Conference Room 242, 1111 Jackson St., Oakland, CA***

***Thursday, September 28, 2017, 2pm-4pm at San Lorenzo Library Community Room
395 Paseo Grande, San Lorenzo, CA 94580***

A non-Mandatory review opportunity of the Project Site: 278 Hampton Road, Hayward, CA.

The site is generally visible from the adjoining streets. However, the fence gates will be open for detailed inspection on ***Thursday, September 28, 2017, 12:30 pm – 1:30 pm***

Cherryland Community Center

PREQUALIFICATION POINT OF CONTACT

Any questions regarding the Project and the Prequalification process should be in writing and directed to:

Brian Laczko, Senior Project Manager, Capital Program
County of Alameda, General Services Agency
1401 Lakeside Drive, Suite 800
Oakland, CA 94612
P: 510.272.3753 F: 510.208.3995 E: brian.laczko@acgov.org

NOTE: The date by which clarifying questions on the prequalification questionnaire must be submitted is **5pm on October 2, 2017**. No further questions regarding the prequalification questionnaire will be answered after that date and time.

The County reserves the right to extend the deadline for submittal of prequalification questionnaires. It will do so through an addendum sent by email to all parties that requested a prequalification questionnaire.

Introduction and Overview

INTRODUCTION AND OVERVIEW OF THE PRE-QUALIFICATION PROCESS

SUBMISSION REQUIREMENTS, DATE AND DELIVERY

Each Pre-Qualification Document must be signed under penalty of perjury in the manner designated on the certification page, 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 County and provide updated accurate information in writing, under penalty of perjury.

The due date for the submission of the fully completed Pre-Qualification Document is:

2:00 pm on Monday, October 9, 2017

A complete submission must be comprised of a digital copy (PDF format) on a DVD or Solid-state memory stick, and six (6) fully completed, signed, printed hard copies with required attachments.

The Pre-Qualification Document Package must be submitted in a sealed envelope and marked “CONFIDENTIAL”, to Purchasing Department (Attention Brian Laczko, GSA-CP), General Services Agency, County of Alameda, 1401 Lakeside Drive, Suite 900, Oakland, CA 94612.

SCORING APPROACH

The rating of the Contractor will result from consideration of the scores attained in parts II, III and IV of the questionnaire. The successfully qualified General Contractor must achieve a passing score in all three parts of the questionnaire. The scores achieved for the three scored parts are not aggregated to a “total score” to achieve a pass-fail rating. Rather, each part is stand-alone and must be passed sequentially. A Scoring Worksheet for all parts of this document can be found at the end of this RFQ.

PART I: INFORMATION ABOUT THE CONTRACTOR

This part applies to the Contractor and is for identification purposes only. There is no scoring value to Part I. The first two pages of this part are the only public information portion of the Pre-Qualification Document.

PART II: ESSENTIAL REQUIREMENTS FOR QUALIFICATION OF THE CONTRACTOR

This part applies to the Contractor and is a series of yes/no questions. All questions must be answered correctly or the Contractor will be disqualified. If the Contractor correctly responds to each of these questions, its consideration of qualifications will advance to Part II.

If the Contractor is unable to correctly respond to each of these questions, they will be disqualified regardless of the results of the scored questions.

Cherryland Community Center

PART III: SCORED QUESTIONS FOR THE CONTRACTOR

This part is comprised of the qualifications and experiences that the Contractor should possess. A series of questions that must be answered by the Contractor, each question has a pre-assigned score value. The total score attained establishes the rating for the Contractor.

To pass this part, the Contractor must be able to answer the questions so that the aggregate score for all questions in this part is equal to or greater than **100** points of the possible maximum score of **150**. If the Contractor passes Part III, consideration of its qualifications will advance to Parts IV and V.

PART IV: RECENT CONSTRUCTION PROJECTS COMPLETED

This part asks the Contractor to represent their experience on six (6) projects of similar quality, size, scope and cost. From this list of six projects, the County will select three (3) projects to be the focus of interview questions, the basis of the next section, Part V.

PART V: INTERVIEW REFERENCE QUESTIONS

This part is comprised of a series of questions relating to the Contractor's performance on three completed projects of similar quality, size, scope and cost. The identified owner's representative for each selected project, from Part IV above, will be contacted by the County's staff and will be asked 15 questions, of which 14 questions have a score value range of 1 to 10. For each of these projects, the Contractor must be given a score value for each question. While the anticipated minimum score is 98 points of the possible maximum score of 140 for each project, the evaluation will consider the scoring in aggregate of the three projects.

Hence, total minimum points is **294** of a possible maximum score of **420**.

This is a time-sensitive project, and this RFQ is scheduled to advance qualified Contractors to a Proposal phase. The County has past experience where contacting the identified point of contact for each selected project becomes difficult and onerous. Response by applicants references are critical to being determined as a qualified bidder. We will contact your references at least twice, by the applicant-identified phone number and email addresses, during **the week of October 9, 2017**.

If we cannot reach this person, you will lose these points for this reference.

It is your responsibility to have your references available for this call/email.

If the Contractor passes Part V, after having also passed Parts II and III, they will be considered qualified and will be notified of the opportunity to submit a bid for this

Cherryland Community Center

PRE-QUALIFICATION DOCUMENT: REVIEW AND NOTIFICATION PROCESS

The completed Pre-Qualification Document must be submitted by the deadline specified above.

Once received, the review and notification process will be as follows:

1. The entire Pre-Qualification Package will be date-stamped upon receipt.
2. The Pre-Qualification Document will be reviewed for completeness by County staff within five (5) working days from the submission deadline date. The Contractor will be notified as to completeness. If the Pre-Qualification Document is not deemed complete, the Contractor will have two (2) working days to add whatever information is needed to make the Document complete. If the Pre-Qualification Document is complete, it will proceed to be reviewed and scored.
3. The completed Pre-Qualification Document will be reviewed by County staff within ten (10) working days from the submission deadline date.
4. The Contractor will be notified of their qualification rating by regular mail or via electronic mail (email) within ten (10) working days from the submission deadline date.

If the Contractor is rated as “Qualified” for this Project, they will be eligible for bidding on the Project and will be notified of the opportunity to submit a Bid for the Project. The County is anticipating issuing the Bid Request for Fee Proposals on or about October 20, 2017 in order to award a contract in December 2017. The exact dates and requirements for Bidding, including all Mandatory and Non-Mandatory conferences, will be provided after submittal of the Pre-Qualification Document.

Pre-Qualification Questionnaire

PART I: INFORMATION ABOUT THE CONTRACTOR

Lead Person or Firm - Contact Information

If Contractor is a sole proprietor or partnership:

Owner(s) of Company: _____

Contractor Name: _____

Contact: _____

Address: _____

Phone: _____ Fax: _____ Email _____ Address: _____

Type of Entity (check one):

☐ ☐ Corporation ☐ ☐ Partnership ☐ Sole Proprietor ☐ Joint Venture ☐ Other Association

Member Firm(s)

Discipline	Name	License
General Contractor		

INFORMATION ABOUT THE GENERAL CONTRACTOR

1a. Date of formation or incorporation: _____

1b. State of formation or incorporation: _____

1c. How many persons does your organization currently employ: _____

1d. If your organization is a corporation, please complete the following table:

Provide information for each officer of the corporation or individual(s) with 20% or more of the corporate stock.

Position	Name	Years with Co.	% Ownership
President			

Cherryland Community Center

Vice-President			
Secretary			
Treasurer			

- 1e. If your organization is a partnership, please complete the following table:
Provide information for each partner who owns 20% or more of the firm.

Position	Name	Years with Co.	% Ownership
President			
Vice-President			
Secretary			
Treasurer			

- 1f. If your organization is a sole proprietorship, please complete the following table:
Provide information for each member of the proprietorship.

Owner	Years as Owner

- 1g. If your organization is a joint venture, please complete the following table:
Provide information for each member of the joint venture.

Joint Venture Member #1

Cherryland Community Center

Name of Company	Name of Owner/Partner or President	Years with Co.	% Ownership of Joint Venture

Joint Venture Member #2

Name of Company	Name of Owner/Partner or President	Years with Co.	% Ownership of Joint Venture

Joint Venture Member #3

Name of Company	Name of Owner/Partner or President	Years with Co.	% Ownership of Joint Venture

- 1h. For each person listed in table 1d, 1e, 1f, or 1g, identify every construction company that the person has been employed with at any time during the last five years:

Name	Company	Position with Company	Dates of Employment with Company

Cherryland Community Center

2. Has there been any change in ownership of the Contractor at any time during the last three years?

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

☐☐ Yes ☐☐ No

If “yes,” explain:

3. Is the Contractor a subsidiary, parent, holding company or affiliate of another construction firm?

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

☐☐ Yes ☐ No

If “yes,” explain:

Cherryland Community Center

4. Are any of the Contractor's corporate officers, partners or owners connected to any other construction companies?

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

☐ Yes ☐ ☐ No

If "yes," explain:

5. State the Contractor Firm's gross revenues for each of the last three years:

2008: _____ **2009:** _____ **2010:** _____

6. List all California construction license numbers, classifications and expiration dates of the California contractor licenses held by the Contractor Firm:

Contractor License Number	Classification	Expiration Date

7. If any of the Contractor's license(s) are held in the name of a corporation or partnership, list below the names of the qualifying individuals(s) listed on the CSLB records who meet(s) the experience and examination requirements for each license.

Contractor License Number	Name of Qualifying Individual

8. Has the Contractor Firm changed names or license number in the past five years?

☐ Yes ☐ No

If "yes," explain:

Cherryland Community Center

9. Has any owner, partner or (for corporations) officer of the Contractor operated a construction company under any other name in the last five years?

☐ ☐ Yes ☐ ☐ No

If "yes," explain:

10. Bonding capacity: Provide documentation from your surety identifying the following:

Bonding Co./Surety:		Surety Agent:	
Agent Address:		Telephone #:	

11. List all other sureties (name and full address) that have written bonds for your firm during the last five years, including the dates during which each wrote the bonds:

Date	Surety	Address

12. Has the Contractor or any of its owners, officers or partners ever been debarred, suspended, or otherwise excluded by the United States Government in compliance with the requirements of 7 Code of Federal Regulations (CFR) 3016.35, 28 CFR 66.35, 29 CFR 97.35, 34 CFR 80.35, 45 CFR 92.35 and Executive Order 12549.

☐ ☐ Yes ☐ ☐ No

If "yes," explain:

PART II: ESSENTIAL REQUIREMENTS FOR QUALIFICATION THE CONTRACTOR:

NOTE: Contractor will be automatically disqualified if the answer to any of questions 1 through 5 is “no.”

1. Does the Contractor possess a valid, current California contractor’s license for the Project for which it intends to submit a bid?
☐☐ Yes ☐☐ No
2. Does the Contractor have a liability insurance policy with a policy limit of at least \$2,000,000 per occurrence and \$4,000,000 annual general aggregate, plus Excess Liability of \$5,000,000 per occurrence (CSL) and \$5,000,000 general aggregate?
☐☐ Yes ☐☐ No
3. Does the Contractor have current workers’ compensation insurance policies as required by the Labor Code or is it legally self-insured pursuant to Labor Code section 3700 et. seq.
☐☐ Yes ☐☐ No
4. Has the Contractor attached the latest copy of a reviewed or audited financial statement with accompanying notes and supplemental information?
☐☐ Yes ☐☐ No

A financial statement that is not either reviewed or audited is not acceptable. A letter verifying availability of a line of credit is not a substitute for the required financial statement.

5. Has the Contractor attached a notarized statement from a surety insurer admitted (approved by the California Department of Insurance) and authorized to issue bonds in the State of California, which states that the General Contractor’s current bonding capacity is sufficient for the project for which you seek pre-qualification(i.e., does it meet or exceed \$10,000,000)?
☐☐ Yes ☐☐ No

Notarized statement must be from the surety company, not an agent or broker.

Cherryland Community Center

NOTE: Contractor will be automatically disqualified if the answer to any of questions 6 thru 12 is “yes.”

6. Has the Contractor’s license been revoked or suspended at any time in the last five (5) years?
☐☐ Yes ☐☐ No
7. Has a surety firm completed a contract on behalf of the Contractor, or paid for completion because the firm was default terminated by the project owner within the last five (5) years?
☐☐ Yes ☐☐ No
8. At the time of submitting this pre-qualification form, is the Contractor ineligible to bid on or be awarded or perform as a subcontractor a public works contract, pursuant to either Labor Code section 1777.1 or Labor Code section 1777.7?
☐☐ Yes ☐☐ No
9. At any time during the last five years, has the Contractor or any of its owners or officers been convicted of a crime involving the awarding of a contract of a government construction project, or the bidding or performance of a government contract?
☐☐ Yes ☐☐ No
10. Has the Contractor or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?
☐☐ Yes ☐☐ No
11. Has the Contractor or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?
☐☐ Yes ☐☐ No
12. Has the Contractor or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?
☐☐ Yes ☐☐ No

PART III: SCORED QUESTIONS FOR THE CONTRACTOR

1. How many years has the Contractor been in business in California as a General Contractor under its present business name and license number?

NOTE: If Contractor is a Joint Venture, add years for each partner to the Joint Venture and enter the average of combined experience.

Years: _____

2. Is the Contractor or any part of the Joint Venture currently the debtor in a bankruptcy case?

☐☐ Yes ☐☐ No

If “yes,” indicate the case number, and the date on which the petition was filed.

Case #: _____ **Date filed:** _____

3. Was the Contractor or any party to the Joint Venture in bankruptcy at any time during the last five years? (This question refers only to a bankruptcy action that was not described in answer to question 2, above)

☐☐☐ Yes ☐☐ No

If “yes,” indicate the case number and the date on which the petition was filed, and the Bankruptcy Court’s discharge order number.

Case #: _____ **Date filed:** _____ **Discharge #:** _____

4. At any time in the last five years has the Contractor or any party to the Joint Venture been assessed and paid liquidated damages of more than \$50,000 after completion of a project under a construction contract with either a public or private owner?

☐☐ Yes ☐☐ No

If yes, identify all such projects by owner, owner’s address, completion date of the project, amount of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.

Owner:		Address:	
Completed:		Amount:	
Other:			

Owner:		Address:	
Completed:		Amount:	
Other:			

Cherryland Community Center

--

5. In the last five years has the Contractor or any firm with which any of the Contractor's owners, officers or partners was associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason?

NOTE: "Associated with" refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and which is listed in response to question 1c or 1d on this form.

☐ ☐ Yes ☐ No

If "yes," identify the company, the person within the Contractor who was associated with that company, the year of the event, the owner of the project, the project and the basis for the action.

Company:		Person:	
Year:		Owner:	
Basis:			

Company:		Person:	
Year:		Owner:	
Basis:			

Company:		Person:	
Year:		Owner:	
Basis:			

Cherryland Community Center

--

6. In the last five years has the Contractor been denied an award of a public works contract based on a finding by a public agency that the Contractor was not a responsible bidder?

☐ ☐ Yes ☐ No

If “yes,” identify the year of the event, the owner, the project and the basis for the finding by the public agency.

Year:		Owner:		Project:	
Basis:					

Year:		Owner:		Project:	
Basis:					

Year:		Owner:		Project:	
Basis:					

NOTE: The following two questions refer only to disputes between the Contractor and the owner of a project. You need not include information about disputes between the Contractor and a supplier, another contractor, or sub-contractor. You need not include information about

Cherryland Community Center

“pass-through” disputes in which the actual dispute is between a sub-contractor and a project owner.

7. In the past five years has any claim in excess of \$50,000 been filed in court or arbitration against the Contractor concerning its work on a construction project?

☐ ☐ Yes ☐ ☐ No

If “yes,” 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 (pending or, if resolved, a brief description of the resolution).

Project:		Date:	
Claimant:		Court:	
Nature:			
Description:			

Project:		Date:	
Claimant:		Court:	
Nature:			
Description:			

Cherryland Community Center

Project:		Date:	
Claimant:		Court:	
Nature:			
Description:			

8. In the past five years has the Contractor made any claim in excess of \$50,000 against a project owner concerning work on a project or payment for a contract and filed that claim in court or arbitration?

☐ ☐ Yes ☐ ☐ No

If “yes,” identify the claim 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 (pending, or if resolved, a brief description of the resolution).

Project:		Date:	
Entity:		Defendant:	
Description:			

Project:		Date:	
Entity:		Defendant:	
Description:			

Cherryland Community Center

Project:		Date:	
Entity:		Defendant:	
Description:			

9. In the last five years has any insurance carrier, for any form of insurance, refused to renew the insurance policy for the Contractor?

☐ ☐ Yes ☐ ☐ No

If "yes," give name the insurance carrier, the form of insurance and the year of the refusal.

Year:		Carrier:		Form:	
Comments:					

Year:		Carrier:		Form:	
Comments:					

Year:		Carrier:		Form:	
Comments:					

10. Has the Contractor or party to the Joint Venture been required to pay a premium of more than one per cent (1%) for a performance and payment bond on any project(s) on which the Contractor worked at any time during the last three years?

☐ ☐ Yes ☐ ☐ No

If "yes," state the percentage that your firm was required to pay. You may provide an explanation for a percentage rate higher than one per cent, if you wish to do so.

Cherryland Community Center**NOTE: Score based on highest single year**

Year:		Rate:	
Explanation:			

Year:		Rate:	
Explanation:			

Year:		Rate:	
Explanation:			

11. Has the Contractor carefully read the attached Document 00 22 19 and is the Contractor fully committed to the County's Enhanced Construction Outreach Program (ECOP) and required good faith efforts? *This is located at the back of the document and additional copies can be made available at Pre-Qualifications submittal conference.*

☐ ☐ Yes ☐ ☐ No

If "yes," provide an acknowledgement of the County's ECOP program.

--

12. Has the Contractor managed a similar construction outreach program for the benefit of small local businesses, subcontractors, and suppliers?

☐ ☐ Yes ☐ ☐ No

If "yes," provide a brief description of the program, including the Contractor's methodology for conducting the program.

Cherryland Community Center

--

13. During the last five years has the Contractor ever been denied bond coverage by a surety company, or has there ever been a period of time when your firm had no surety bond in place during a public construction project when one was required?

☐ Yes ☐ ☐ No

If yes, indicate the date when the Contractor was denied coverage and the name of the company or companies that denied coverage; and the period during which you had no surety bond in place.

Date:		Surety:		Duration Period:	
Explanation:					

Date:		Surety:		Duration Period:	
Explanation:					

Date:		Surety:		Duration Period:	
Explanation:					

Cherryland Community Center

14. Has CAL OSHA cited and assessed penalties against the Contractor for any “serious,” “willful” or “repeat” violations of its safety or health regulations in the past five years?

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.

☐ ☐ Yes ☐ ☐ No

If “yes,” describe the citations, including information about the dates of the citations, the nature of the violation, the project on which the citation(s) was or were issued, the amount of penalty paid, if any. If the citation was appealed to the Occupational Safety and Health Appeals Board and a decision has been issued, state the case number and the date of the decision.

Description:		Date:		Nature:	
Project:		Amount:			

Description:		Date:		Nature:	
Project:		Amount:			

Description:		Date:		Nature:	
Project:		Amount:			

15. Has the Federal OSHA cited and assessed penalties against the Contractor in the past five years?

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.

☐ ☐ Yes ☐ ☐ No

If “yes,” describe each citation.

Explanation:

16. Has the EPA or any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against either the Contractor or the owner of a project on which the Contractor was the builder, in the past five years?

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.

☐ ☐ Yes ☐ ☐ No

Cherryland Community Center

If “yes,” describe each citation.

Explanation:

Explanation:

Explanation:

17. Does the Contractor require documented safety meetings to be held for construction employees and field supervisors during the course of a project?

☐☐ Yes ☐☐ No

If “yes,” identify how often the meetings are required.

Weekly

☐☐

Bi-Weekly

☐☐

Monthly

☐☐

Less Frequent

☐☐

18. Has the Contractor been issued an Experience Modification Rate (EMR) (California workers’ compensation insurance) for each of the past three premium years?

☐☐ Yes ☐☐ No

If your EMR for any of these three years is or was 1.00 or higher, provide explanation.

NOTE: Score based on highest EMR in any single Year

Current Year:		Rate:	
Explanation:			

Current Year:		Rate:	
Explanation:			

Cherryland Community Center

Current Year:		Rate:	
Explanation:			

19. Within the last five years has there ever been a period when the Contractor had employees but was without workers' compensation insurance or state-approved self-insurance?

☐ ☐ Yes ☐ ☐ No

If "yes," explain the reason for the absence of workers' compensation insurance.

Year:		Period:	
Explanation:			

Year:		Period:	
Explanation:			

Year:		Period:	
Explanation:			

20. Has there been more than one occasion during the last five years in which the Contractor was required to pay either back wages or penalties for the Contractor's failure to comply with the state's prevailing wage laws?

This question refers only to the prime Contractor's violation of prevailing wage laws, not to violations of the prevailing wage laws by a sub-contractor.

Cherryland Community Center

☐ ☐ Yes ☐ ☐ No

If "yes," describe the nature of each violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid and the amount of back wages and penalties that you were required to pay.

Violation:		Project:	
Completion:		Agency:	
Employees:		Amount:	

Violation:		Project:	
Completion:		Agency:	
Employees:		Amount:	

Violation:		Project:	
Completion:		Agency:	
Employees:		Amount:	

Violation:		Project:	
Completion:		Agency:	
Employees:		Amount:	

21. During the last five years has there been more than one occasion in which the Contractor has been penalized or required to pay back wages for failure to comply with the **Federal Davis-Bacon** prevailing wage requirements?

☐ ☐ Yes ☐ ☐ No

If "yes," describe the nature of the violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid, the amount of back wages you were required to pay along with the amount of any penalty paid.

Violation:		Project:	
Completion:		Agency:	
Employees:		Amount:	

Violation:		Project:	
Completion:		Agency:	
Employees:		Amount:	

Cherryland Community Center

Violation:			Project:		
Completion:		Agency:			
Employees:				Amount:	

Violation:			Project:		
Completion:		Agency:			
Employees:				Amount:	

22. Does the Contractor intend to request the dispatch of apprentices from an apprenticeship program approved by the California Apprenticeship Council for use on this Project if you are awarded the contract?

☐ ☐ Yes ☐ ☐ No

If "yes," provide the name, address and telephone number of the apprenticeship program from whom you intend to request the dispatch of apprentices.

Program Name	Address	Phone

23. Has the Contractor operated its own State-approved apprenticeship program during the last three years?

☐ ☐ Yes ☐ ☐ No

If "yes," state the year in which each such apprenticeship program was approved, identify the craft or crafts in which your firm provided apprenticeship training, and state the number of individuals who were employed by your firm as apprentices at any time during the past three years in each apprenticeship and the number of persons who, during the past three years, completed apprenticeships in each craft while employed by your firm.

Year:		Rate:	
Crafts:			

24. At any time during the last five years has the Contractor been found to have violated any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works?

You may omit reference to any incident that occurred prior to January 1, 2008, if the violation was by a sub-contractor and the Contractor, as general contractor on a project, had no knowledge of the sub-contractor's violation at the time they occurred.

☐ ☐ Yes ☐ ☐ No

Cherryland Community Center

If “yes,” provide the date(s) of such findings, and attach copies of the Department’s final decision(s).

Date	Department	Finding	Decision #

25. Does Contractor currently employ LEED (Leadership in Energy & Environmental Design) accredited professionals?

☐ Yes ☐ No

If yes, identify individuals

Name	Years With Firm

26. Has Contractor built LEED-certified buildings in the past?

☐ Yes ☐ No

If yes, identify projects (s)

Project	Location	Certification Level	Date Completed

27. During the past five years has Contractor constructed buildings that incorporate green building features but were not LEED-certified?

☐ Yes ☐ No

If yes, identify projects (s)

Project	Location	Date Completed	Green Features

Cherryland Community Center

28. Does the Contractor have experience building essential facilities of similar size, and scope (\$9-10 Million – 39,700 square feet) to this Project?

☐ Yes ☐ No

29. Does the Contractor currently employ a Project Manager and a Superintendent who will be devoted full-time to this Project and who have experience building projects of similar size, scope?

☐ Yes ☐ No

If yes, identify the Project Manager and Superintendent and the projects for each:

Name	Years With Firm

Project	Location	Date Completed	Budget and Size

30. Does the Contractor currently employ a Quality Assurance(QA)/Quality Control (QC) Manager who will be devoted full time to this Project on a full-time basis.

☐ Yes ☐ No

If yes, identify the QA/QC Manager:

Name	Years With Firm

Cherryland Community Center

PART IV: RECENT CONSTRUCTION PROJECTS COMPLETED

Contractor shall provide information about six (6) most recently completed projects of similar size, scope and complexity. **A minimum of three (3) of these projects must have been public projects.**

Include, if applicable, descriptions of any green building or sustainable design strategies that were integrated into design and construction of the project. Please also indicate what methodology or practices were used to stay on or under Budget and within proposed Schedule for Occupancy

Names and references must be current and verifiable.

Identified Contact Person for each project reference must be from one of the following roles:
Owner's Representative/Project Manager, Architect/Engineer of Record or Construction Manager.

Project Number:¹ ____

Project Name: _____

Location: _____

Owner: _____

Contact Name : _____

Contact Role : _____

Contact Phone: _____

Contact Email: _____

Description of Project / Scope of Work Performed:

Original Value of Construction: _____

Total Value of Construction (including change orders): _____

Original Scheduled Completion Date: _____

Time Extensions Granted (number of days): _____

Actual Date of Completion: _____

¹ FOR EACH PROJECT COPY THIS PAGE, INSERT A NUMBER (1 THROUGH 6) AND ATTACH ADDITIONAL PAGES.

Reference Interview Questions

Cherryland Community Center

PART V: REFERENCE INTERVIEW QUESTIONS

The following questions will be used to interview selected contacts from three of the six recently completed projects submitted within Part IV. The County will select projects and conduct the interviews. No action on the Contractor's part is necessary. These questions are included in the package given to the Contractor for information only.

Project #: _____

Contractor: _____

Project: _____

Brief Description: _____

1. Are there any outstanding stop notices, liens, or claims by the Contractor that are currently unresolved on contracts for which notices of completion were recorded more than 120 days ago?
☐ Yes ☐ No If "yes," how many separate instances? _____
2. On a scale of 1-10, with 10 being the best, did the Contractor provide adequate personnel?
Rating: _____
3. On a scale of 1-10, with 10 being the best, did the Contractor provide adequate supervision?
Rating: _____
4. On a scale of 1-10, with 10 being the best, was there adequate equipment provided on the job?
Rating: _____
5. On a scale of 1-10, with 10 being the best, was the Contractor timely in providing reports and other paperwork, including change order paperwork and scheduling updates?
Rating: _____
6. On a scale of 1-10, with 10 being the best, did the Contractor adhere to the project schedule that your agency or business approved?
Rating: _____
7. Was the project completed on time, with 10 being completed on schedule?
☐ Yes ☐ No If "no," rate Contractor responsibility : _____
8. On a scale of 1-10, with 10 being the best, rate the Contractor on the timely submission of reasonable cost and time estimates to perform change order work.
Rating: _____
9. On a scale of 1-10, with 10 being the best, rate the Contractor on how well they performed the work after a change order was issued, and how well they integrated the change order work into the existing work.
Rating: _____

Cherryland Community Center

10. On a scale of 1-10, with 10 being the best, rate how has the Contractor been performing in the area of turning in Operation & Maintenance manuals, completing as-built drawings, providing required training and taking care of warranty items?
Rating: _____
11. On a scale of 1-10, with 10 being the best, rate the Contractor on whether there were an unusually high number of claims, given the nature of the project, or unusual difficulty in resolving them.
Rating: _____
12. On a scale of 1-10, with 10 being the best, rate the Contractor with respect to timely payments by them to sub-contractors and/or suppliers.
Rating: _____
13. On a scale of 1-10, with 10 being the best, rate the quality of the work overall.
Rating: _____
14. On a scale of 1-10, with 10 being the best, was the contractor cooperative with the owner and the architect?
Rating: _____
15. On a scale of 1-10, with 10 being the best, did the contractor try to resolve disputes in a fair and equitable manner.
Rating: _____

Certification

Cherryland Community Center

CERTIFICATION

I, the undersigned, on behalf of the General Contractor, certify and declare that I have read all the foregoing answers to this Pre-Qualification Document and know their contents. The matters stated in the Questionnaire answers are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters I believe them to be true. I declare under penalty of perjury under the laws of the State of California, that the foregoing is correct.

(Printed name)

(Signature)

(Date)

Scoring Worksheets

Cherryland Community Center**SCORING WORKSHEETS**

The establishing of the qualification of a Contractor is determined by:

- 1) Confirming the appropriate responses to Part II: Essential Requirements do not exceed a point total point value of **zero (0)**;
- 2) Confirming minimum point total value of **100** value from responses to Part III: Scored Questionnaire and
- 3) Confirming minimum point total value of **294** from responses to all Part V: Reference Interview Questions associated with Part IV: Recent Construction Projects Completed.

The table below gives the value of each scored question for the Part II: Essential Requirements and Part III: Scored Questionnaire parts. Scoring breakdown for Interview Questions of Part IV are found above in description of Part IV process.

The Scoring Worksheets list every essential requirement and scored question. The requirements and questions are abbreviated to capture the essence of the item. The abbreviation does not change the actual requirement or question as written in the Essential Requirements and Scored Questionnaire parts of the Pre-Qualification Questionnaire.

Contractor:**PART II Essential Requirements For the Contractor**

Question #	Requirement / Question	Yes	No	Score
1	Does General Contractor & Subcontractors have current California contractor's license? <i>Yes = 0; No = 1</i>			
2	Does General Contractor & Subcontractors have liability insurance? <i>Yes = 0; No = 1</i>			
3	Does Contractor & Subcontractors have workers' compensation insurance? <i>Yes = 0; No = 1</i>			
4	Is General Contractor's financial statement attached? <i>Yes = 0; No = 1</i>			
5	Is General Contractor's notarized surety statement attached? <i>Yes = 0; No = 1</i>			
6	Has General Contractor or Subcontractors' license been revoked in the last five years? <i>Yes = 1; No = 0</i>			
7	Has General Contractor or Subcontractors' surety paid for completion last 5 years? <i>Yes = 1; No = 0</i>			
8	Is General Contractor or Subcontractors' ineligible to bid on public works? <i>Yes = 1; No = 0</i>			
9	Has General Contractor or Subcontractors been convicted of crime on public contract? <i>Yes = 1; No = 0</i>			

Cherryland Community Center

10	Has Contractor been found liable or guilty in a criminal action? <i>Yes = 1 pt; No =0</i>			
11	Has General Contractor been convicted of a crime related to construction? <i>Yes =1 pt; No =0</i>			
12	Has General Contractor been convicted of a fraud, theft or dishonesty? <i>Yes = 1 pt; No =0</i>			
Total Score for Essential Requirements (Disqualified if score is greater than zero "0")				

PART III Scored Questions for the General Contractor

Question #	Requirement / Question	Yes	No	Instance	Score
1	How many years General Contractor been in business in California? <i>2 yrs or less = 2 pts; 3 yrs = 3 pts; 4 yrs = 4 pts; 5 yrs + = 5 pts</i>				
2	Is General Contractor currently in a bankruptcy? <i>Yes = 0 pts; No = 5 pts</i>				
3	Has General Contractor been in bankruptcy during the last five years? <i>Yes = 0 pts; No = 5 pts</i>				
4	How many projects has General Contractor paid liquidated damages of \$50,000 or more in last five years? <i>0 to 1 projects = 5 pts; 2 projects =3 pts; more than 2 = 0 pts.</i>				
5	Has General Contractor been prevented from bidding on public works projects in last five years? <i>Yes =subtract 5 pts; No =5 pts</i>				
6	Has General Contractor been denied award of a public works projects in last five years? <i>Yes = 0 pts; No = 5 pts</i>				
7	Has a claim over \$50,000 been files against General Contractor in last five years? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for more than 2 instances.</i>				
8	Has General Contractor filed a claim of more than \$50,000 against owner in last five years? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for more than 2 instances</i>				
9	Has any insurance carrier refused to renew General Contractor policy? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for more than 2</i>				
10	Has General Contractor paid more than 1% for a performance & payment bond? <i>5 pts for up to 1%; 3 pts for no higher than 1.10%; 0 pts for higher than 1.1%.</i>				
11	Has General Contractor read Document 00 22 19 and committed to ECOP program? <i>Yes =5; No =0</i>				

Cherryland Community Center

12	Has General Contractor managed a similar construction outreach program? <i>Yes =5; No =0</i>				
13	Has a surety ever denied General Contractor bond coverage in last five years? <i>Yes =0; No =5</i>				
14	Has CAL OSHA cited General Contractor for serious, willful or repeated safety violations in last five years? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for any other answer</i>				
15	Has federal OSHA cited General Contractor for safety violations in last five years? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for any other answer</i>				
16	Has EPA, AQMD or RWQCB assessed penalties against General Contractor? <i>5 pts for 0 to 1 instance; 3 pts for 2 instances; 0 pts for any other answer</i>				
17	Does General Contractor require weekly safety meetings? <i>Yes, weekly =5; any other answer=0</i>				
18	Has General Contractor been issued an EMR for last three years? <i>5 pts for .95 or less; 3 pts if between .96 and 1.00; 0 pts for any other answer</i>				
19	Has General Contractor been without workmen's compensation insurance in last five years? <i>5 pts for 0 to 1 instance; 0 pts for any other answer</i>				
20	Has General Contractor failed to comply with state prevailing wage laws? <i>5 pts for 0 to 2 instance; 3 pts for 3 instances; 0 pts for any other answer</i>				
21	Has General Contractor failed to comply with federal prevailing wage laws? <i>5 pts for 0 to 2 instance; 3 pts for 3 instances; 0 pts for any other answer</i>				
22	Does General Contractor intend to use a California Apprenticeship Council program? <i>Yes =5; No =0</i>				
23	Has General Contractor participated in a state-approved apprenticeship program? <i>5 pts if 1 or more persons; 0 pts if no persons</i>				
24	Has General Contractor violated California apprentice laws? <i>5 pts for 0 to 2 instance; 3 pts for 3 instances; 0 pts for any other answer</i>				
25	Does General Contractor Employ LEED Accredited professionals? <i>Yes =3; No =0</i>				
26	Has General Contractor constructed LEED-certified buildings? <i>Yes =5; No =0</i>				
27	Has General Contractor constructed essential facilities buildings?				

Cherryland Community Center

	<i>Yes =5; No =0</i>				
28	Has General Contractor experience of building similar size projects? <i>Yes =5; No =0</i>				
29	Has General Contractor experienced Project Manager and Superintendent? <i>Yes =5; No =0</i>				
30	Has general Contractor QA/QC Manager for devoting to this project? <i>Yes =5; No =0</i>				
Part III : Total for Scored Contractor Questions Minimum Qualifying Score is 100					

PART V Reference Interviews

	Section Score
Project 1	
Project 2	
Project 3	
Part V: Total of Reference Interviews Questions Minimum Qualifying Score is 294	

Summary of Scored Questions for Contractor

Section	Section Score
Part II: Essential Requirements For the Contractor (If score is greater than zero (0), Contractor is Disqualified)	
Part III. Scored Questions for the Contractor (Minimum qualifying score is 100 points out of Maximum Score of 150)	
Part V: Reference Interviews Questions (Minimum qualifying score is 294 points out of Maximum Score of 420)	