

**PRE-QUALIFICATION QUESTIONNAIRE
MILPITAS UNIFIED SCHOOL DISTRICT**

Instructions: Please fill out the information below. This Questionnaire must be approved by the Board. The District therefore may request modified or supplemental information at the Board's direction. This Questionnaire should be returned to:

Milpitas Unified School District
Attn: Kelly Ng
1331 E Calaveras Blvd.
Milpitas, CA 95035

Firm Name: _____

Type(s) of construction work: _____

Contact Person: _____

Address: _____

Telephone Number: _____

Email Address: _____

Current CSCLB License Number(s): _____

Owners of Company: _____

SURETY INFORMATION

Please note, the Milpitas Unified School District may not require subcontractor bonds for a specific project.

Name of Surety: _____

Address of Surety: _____

Email Address: _____

Telephone Number: _____

A minimum score of 81 is required for pre-qualification.

CONTRACTOR EXPERIENCE

(up to 17 points)

5 points ~ On a separate sheet of paper identify and describe your six (6) most recently completed public works projects and the three (3) largest projects within the last three (3) years. The description should include the date and address of the project, owner name, owner contact name and number, type of project and project budget. For each project, list the contract start date and contract completion date, and the actual start date and actual completion date. **Subcontractors only:** Please include the contact person and address of the general contractor for the project.

5 points ~ On a separate sheet of paper identify and describe three (3) public K-12 projects you have completed with a contract value more than one million dollars. For each project, list the contract start date and contract completion date, and the actual start date and actual completion date.

Please note that experience in public contracts may lead to a substantially higher score.

ATTACHMENTS

Please attach the following documents to this Questionnaire:

1. **5 points ~** Your company's latest audited or reviewed financial statement. Alternatively, you may state your company's gross revenues for the last three years:

Year 20____ \$ _____

Year 20____ \$ _____

Year 20____ \$ _____

2. **2 points ~** In cases where this Pre-Qualification Questionnaire is submitted for a specific project, please submit a notarized statement from your surety, confirming that your bonding capacity is sufficient to perform work up to \$_____.

A. Introductory Questions:

(up to 22 points)

1. **0 points ~** Do you have a current and active California Contractor's license in good standing?
____ Yes ____ No

If "no", explain: _____

A "no" will result in automatic disqualification.

2. **3 points for YES ~** Do you have a liability insurance policy of at least \$1,000,000 per occurrence and \$2,000,000 aggregate? ____ Yes ____ No

If "no", explain: _____

3. **3 points for YES** ~ Do you currently have a Workers Compensation insurance policy or are legally self-insured?

____ Yes ____ No

If "no", explain: _____

4. **0 points for NO** ~ Has your license been revoked in the last five (5) years? ____ Yes ____ No

If "yes", explain: _____

A "yes" answer will result in an automatic disqualification.

5. **10 points for NO** ~ Has a surety been notified regarding firm's performance in the last five (5) years? ____ Yes ____ No

If "yes", explain: _____

6. **3 points for NO** ~ Are you currently ineligible to bid on a public works contract because of Labor Code violations? ____ Yes ____ No

If "yes", explain: _____

7. **0 points for YES** ~ In the last five years has your company owner(s) or officer(s) been convicted of a crime involving a public contract? ____ Yes ____ No

If "yes", explain: _____

A "yes" answer will result in an automatic disqualification.

8. **3 points for NO** ~ In the past five (5) years have any of the company's officers, owners or partners been convicted of a federal or state crime involving fraud, theft, or any other act of dishonesty?
____ Yes ____ No

If "yes", explain: _____

9. **0 points for NO** ~ In the past five (5) years has your company been debarred from participating in a Public Contract project? ____ Yes ____ No

If "yes", explain: _____

A "yes" answer will result in an automatic disqualification.

B. Corporate History and Organization
(up to 15 points)

1. **1 point** ~ Year and State of Incorporation _____

2. **1 point** ~ List all owners and officers of the company. (Owners are persons who own more than 10% of the stock or assets of the company.)

3. **0 points** ~ If the company is a subsidiary, parent, holding company of affiliate of another, please identify the related company.

4. **4 points for NO** ~ Has your firm been in bankruptcy in the last five years? ____ Yes ____ No

If "yes", explain: _____

5. **2 points for NO** ~ Has your company changed names or license numbers in the last five years? If so, list all names and licenses used .

6. **2 points for NO** ~ Has any owner or officer operated a construction firm under another name?
____ Yes ____ No

If "yes", explain: _____

7. **5 points for NO** ~ Has any license held by your Responsible Managing Employee or Responsible Managing Officer been suspended within the last five years? ____ Yes ____ No

If "yes", explain: _____

C. Dispute History
(up to 28 points)

1. **3 points for NO** ~ If your company has been assessed liquidated damages in the last five years, please describe the circumstances.

2. **4 points for NO** ~ In the past five years, have you ever been prevented from bidding on a public project by action from a public entity, including a finding of non-responsibility? ____ Yes ____ No

If "yes", explain: _____

3. **4 points for NO** ~ In the past five years, has a claim in arbitration or a lawsuit been filed against you for work on a project? ____ Yes ____ No

If "yes", and for each instance, identify the owner, describe the project and describe the dispute.

4. **3 points for NO** ~ In the past five (5) years, have you filed a claim in arbitration or a lawsuit against an owner or an owner representative? If the answer is "yes", and for each instance, identify the owner, describe the project and the nature of the dispute. ____ Yes ____ No

If "yes", and for each instance, identify the owner, describe the project and describe the dispute.

5. **10 points for NO** ~ In the past five (5) years has the surety made any payments on your behalf as the result of a default or claims made against you? ____ Yes ____ No

If "yes", please provide the name and telephone number of the claimant, and the amount paid to satisfy the claim.

6. **4 points for NO** ~ In the past five (5) years has a district brought in another company to complete your contract work after receiving a 48 hour notice? ____ Yes ____ No

If "yes", and for each instance, identify the owner, describe the project and describe the dispute.

A "yes" answer may result in an automatic disqualification.

D. OSHA and Workers' Compensation

(up to 9 points)

1. **3 points for NO** ~ In the past five years has California OSHA or Federal OSHA assessed penalties against your firm for any serious, willful or repeat violations? ____ Yes ____ No

If the answer is "yes", describe the project, the nature of the violation and the amount of the fine paid.

2. **2 points for NO** ~ In the past five years has the EPA or the Air Quality Management District assessed fines against your company? ____ Yes ____ No

If the answer is "yes", describe the circumstances.

3. **2 points for NO** ~ In the last five (5) years has your company ever been without workers' compensation or a valid self-insurance program? ____ Yes ____ No

If the answer is "yes", describe the circumstances.

4. **2 points** ~ List your company's Experience Modification Rate (EMR) rate for the last three years:

Year 20____ : _____
Year 20____ : _____
Year 20____ : _____

E. Prevailing Wage and Apprenticeship Compliance Record

(up to 9 points)

1. **3 points for NO** ~ Has there been more than one instance in the past five (5) years in which your firm was required to pay either back wages or penalties for failure to comply with State or Federal prevailing wage law? ____ Yes ____ No

If the answer is "yes", describe the circumstances.

2. **2 points** ~ Provide the name, address, and telephone number of the apprenticeship council from which you intended to request the dispatch of apprentices to your company for use on a public work project for which you are awarded a contract.

3. **1 points for YES** ~ If your company operates its own State approved apprenticeship program, please provide the following: (i) the crafts involved in your program; (ii) the number of persons who enrolled; and (iii) the number of persons by trade who completed the program.

4. **3 points for YES** ~ Senate Bill 854, signed into law June 20, 2014, became effectively immediately.

It established a new public works contractor registration program which will collect fees to fund compliance monitoring and enforcement, determine prevailing wage and public works coverage, and hear enforcement appeals.

All contractors and subcontractors intending to bid or perform work on public works projects will be required to register, and annually renew, online for the program. The cost to register for the program is currently \$300.00 and is non-refundable. This is a DIR fee paid to the State. The District will not register a contractor, nor collect funds for registration.

Contractors or subcontractors submitting bids must be registered by March 1, 2015. The requirement to use only registered contractors and subcontractors on public works projects, greater than \$1,000, applies to all projects awarded on or after April 1, 2015. No bid can be accepted nor any contract or subcontract entered into nor purchase order issued without proof that the contractor or subcontractor is registered.

If you intend to bid or provide services on District projects in the future, please ensure you are registered with the DIR prior to March 1, 2015. Effective immediately, the District will be required to fill out a form alerting the DIR of the services you are providing the District. Detailed information is required to complete this form. You may be asked to provide information needed to complete the DIR form. You will be asked to complete this in a timely manner to avoid interruption in the services you are providing.

Are you currently registered with the DIR? ____ Yes ____ No

If yes, what is your registration number? _____ Please submit proof of registration

DECLARATION

I, _____(printed name) hereby declare that I am the
_____(title) of _____(name of bidder)

submitting this Prequalification statement; that I am duly authorized to execute this Prequalification Statement on behalf of the above-named company; and that all information set forth in this Prequalification Statement and all attachments hereto are, to the best of my knowledge, true, accurate, and complete as of its submission date. I acknowledge that any false statements, inaccuracies or failure to disclose are grounds for disqualification.

I declare, under penalty of perjury, that the foregoing is true and correct and that this declaration was
Subscribed at _____ (location and city), County of _____,
State of _____, on _____ (date).

(Signature)

(If signed by other than the sole proprietor, a general partners, or corporate officer, attach original notarized power of attorney or corporate resolution.)

All information submitted for prequalification evaluation will be considered official information acquired in confidence and the District will maintain its confidentiality to the extent permitted by law.

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