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 **Request for qualifications For Contractors Seeking to Contract For rancho el chorro water conservation, reuse, and low impact development project**

# Funding Source

The funds for this project are provided in part by a grant from the **State Water Resources Control Board Drought Response Outreach Program for Schools (DROPS)**. This is a publicly-funded prevailing wage job.

# **Request for Qualifications**

District: **San Luis Obispo County Office of Education**

Submittal Deadline: **2:00 pm on Friday, July 28th 2017**.

Place of Receipt: **San Luis Obispo County Office of Education, Administration Building, Purchasing Department, 3350 Education Drive, San Luis Obispo, CA, (805) 782-7218**.

Project: **Rancho El Chorro Water Conservation, Reuse, and Low Impact Development Project** (Project)

NOTICE IS HEREBY GIVEN that the County Office of Education of San Luis Obispo County, California, acting by and through the County Superintendent of Schools, hereinafter referred to as "COUNTY SUPERINTENDENT", is seeking a submission of qualifications to be considered for a bidder for a water conservation, reuse, and low impact development project in San Luis Obispo, California. Contractor responsibilities will include, but not be limited to, Construction, Project Management, Technical Training, and Cost Sharing.

* Construction includes installing stormwater, greywater, and rainwater storage and reuse systems, irrigation systems, bioswales, raingardens and rainwater retention basins, outdoor educational laboratories, interpretive displays, and all other project elements shown in the designs and specifications (to be provided to qualified bidders).
* Project Management includes instructing and directing the activities of California Conservation Corps crews and coordinating with County Office of Education personnel during construction.
* Technical Training includes training County Office of Education staff in the operation and maintenance of the project systems.
* Cost sharing includes providing material and in-kind support to the project.

The specific required qualifications are listed below*. Interested contractors must submit a completed pre-qualification questionnaire (PQQ) package (Appendix I) before the submittal deadline*. All submitted packages will be reviewed and assessed to ascertain the minimum level of qualifications required for the project. Only qualifications from contractors who meet the requirements listed below will be considered and invited to bid on the project.

## **Required Qualifications**

1. **Prevailing Wage:** This project is a prevailing wage job. Bidders must be registered with the Department of Industrial Relations (DIR) before submitting a qualification package, and provide documentation of current active registration with DIR in the submittal.
2. **Cost Sharing:** This project requires the selected contractor to provide **material and/or in-kind cost sharing valued not less than $21,600** to project tasks, either whole or in-part, including construction and project management. Contractors pre-qualifying to bid on project must be willing to commit to providing cost sharing as part of their bid.
3. **Interpretive Requirements:** The primary purpose of the Rancho El Chorro Water Conservation, Reuse, and Low Impact Development Project is to provide students with an immediate immersive experience of the relationship between rainfall, runoff, streamflow, plants, animals, and human water usage within the Chorro Creek watershed. To this purpose, PQQ packages are required to provide as one of the three required examples, a project involving field-fitting and constructing interpretive facilities that integrate with and create an impactful experience of natural systems. Please include the project name, location, a brief project description, photos, and at least one reference. (See PQQ Item 44.) Additionally, contractors will be ranked on their experience designing/constructing interpretive projects as listed below:
	1. Student/public educational laboratories (one of each):
		1. Rainwater and Greywater Reuse Lab
		2. Stormwater/Bioswale Hands-on Exhibit
		3. Water Quality Monitoring Lab
		4. Morro Bay Watershed Interpretive Model
	2. Typicals or examples of interpretive, interactive, or visually demonstrative water fixtures
		1. Visual/interpretive/interactive faucet/sink to landscape greywater fixture
		2. Visual/interpretive/interactive shower to landscape greywater fixture
	3. Examples of Interpretive signage for:
		1. Native landscaping, raingardens, and bioswales.
		2. Lowest maintenance subsurface irrigation based on water source
		3. Stormwater retention basin
		4. Rainwater and greywater water feature
4. **LID BMP Experience:** Contractors must have extensive knowledge of, and experience constructing and operating rainwater and greywater systems. Interested contractors must show at least 10 years of experience in Low Impact Development (LID) design, implementation, and monitoring in the form of at least five examples of past work constructing LID projects. Include references, written descriptions, and as-built photos for each example.
5. **Water Quality:** Must have experience interpreting water quality data for the purpose of conducting maintenance and monitoring project effectiveness.
6. **California Conservation Corps Experience:** Bidders must provide documentation of having performed oversight of CCC crews on at least one project. Please include the example project name, project description, and at least one CCC reference.
7. **Technical Training:** This project includes a significant technical training component. The contractor will be most familiar with the project’s facilities as-built, and best qualified to provide Operation and Maintenance technical training to County staff.
	1. As a condition of the Project’s funding agreement, the awarded contractor will administer a Water Conservation Management Certification to two County upper maintenance staff members. Provide documentation of Bidder’s ability to administer this certification.
	2. Contractors must reference at least one example of past technical training services performed. Include at least one reference and a written description of the services performed.
	3. Contractors will be required to provide technical training to and assist County staff with Maintenance and Monitoring of the facilities quarterly for one full year following construction, if awarded the contract.
8. **Required Professional Certifications/Qualifications:** Bidders must provide documentation of the following professional certifications, trainings, and qualifications :
	1. Completed Greywater Contractor Training through Greywater Action Contractor 5-day Certification, or equivalent
	2. ARCSA certified or equivalent
	3. BIONOVA certified or equivalent
	4. Aquascape certified or equivalent
	5. CIMIS certified or equivalent
	6. CASQA member/participant
	7. Erosion Control courses and QSD experience
9. **Bonding capacity:** Ability to bond for a $800,000 project

Qualified Organizations that meet these requirements are invited to submit qualifications per the instructions below. Interested parties with questions regarding this RFQ may contact Peggy Edwards, San Luis Obispo County Office of Education, Purchasing Department, at 805-782-7218 or pedwards@slocoe.org.

Preparation of Qualifications. The COUNTY SUPERINTENDENT invites Qualifications to be submitted at the time and place stated in this Request for Qualifications. PQQ packages shall be submitted as described in the Required Qualifications above and completed in full. All items and statements shall be properly and legibly filled out. Numbers shall be stated both in words and in figures where so indicated, and where there is a conflict in the words and the figures, the words shall govern. The signatures of all persons shall be in longhand. Wording and notations must be in ink or typewritten. Erasures or other changes shall be noted over by signature of the bidder.

Form and Delivery of Qualifications. The PQQ packages must conform and be responsive to all Required Qualifications. The complete PQQ’s, together with any and all additional materials as required, shall be enclosed in a sealed envelope, addressed and hand delivered or mailed to the COUNTY SUPERINTENDENT at the address set forth in the Request for Qualifications, and must be received on or before the time set forth in the Request for Qualifications. The envelope shall be plainly marked in the upper left hand corner with the bidder's name, the Project designation and the date and time for the opening of the PQQ’s. It is the contractor's sole responsibility to ensure that its Pre-Qualification Questionnaire package is received prior to the deadline. In accordance with Government Code Section 53068, any PQQ received after the scheduled closing time for receipt of Qualifications shall be returned to the contractor unopened. At the time set forth in the Request for Qualifications for the opening of the PQQ’s, the sealed packages will be opened and assessed using a pre-determined grading system to determine qualified contractors. Once the list of qualified contractors has been determined, those qualified contractors will then be invited to bid on the project.

Signature. The PQQ’s must be signed in the name of the bidder and must bear the signature of the person or persons duly authorized to sign these documents. Where indicated, if bidder is a corporation, the legal name of the corporation shall first be set forth, together with two signatures: one from among the chairman of the board, president or vice president and one from among the secretary, chief financial officer, or assistant treasurer. Alternatively, the signature of other authorized officers or agents may be affixed, if duly authorized by the corporation. Such documents shall include the title of such signatories below the signature and shall bear the corporate seal. Where indicated, in the event that the bidder is a joint venture or partnership, there shall be submitted with the bid certifications signed by authorized officers of each of the parties to the joint venture or partnership, naming the individual who shall be the agent of the joint venture or partnership, who shall sign all necessary documents for the joint venture or partnership and, should the joint venture or partnership be the successful bidder, who shall act in all matters relative to the contract resulting therefrom for the joint venture or partnership. If bidder is an individual, his/her signature shall be placed on such documents.

5. Modifications. Changes in or additions to any of the submitted PQQ’s, which are not specifically called for by the COUNTY SUPERINTENDENT may result in the COUNTY SUPERINTENDENT'S rejection of the PQQ as not being responsive. No oral or telephonic modification of any PQQ’s will be considered. However, prior to the opening of PQQ’s, a telegraphic modification signed by bidder postmarked prior to the opening of PQQ’s or a facsimile modification duly signed by bidder received prior to the opening of PQQ’s may be considered.

Erasures, Inconsistent or Illegible Bids. The Pre-Qualification Questionnaires submitted must not contain any erasures, interlineations, or other corrections unless each such correction creates no inconsistency and is suitably authenticated by the signature(s) of the person(s) signing the PQQ. In the event of inconsistency between words and figures in the PQQ, words shall control figures. In the event that COUNTY SUPERINTENDENT determines that any PQQ package is unintelligible, illegible or ambiguous, the COUNTY SUPERINTENDENT may reject the PQQ as not being responsive.

***Run Ads on 7/7/2017 and 7/14/2017***

**Appendix I**

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 **Pre-Qualification**

**Questionnaire**

**rancho el chorro water conservation, reuse, and low impact development project**

***This package must be completed by interested contractors and submitted to the County Office of Education no later than 2:00 PM on July 28, 2017.***

**CONTACT INFORMATION**

Firm Name: Check One: [ ]  Corporation

(as it appears on license) [ ]  Partnership

 [ ]  Sole Prop.

Contact Person:

Address:

Phone: Fax:

If firm is a sole proprietor or partnership:

Owner(s) of Company:

Contractor’s License Number(s):

PART I. ESSENTIAL REQUIREMENTS FOR QUALIFICATION

**Contractor will be immediately disqualified if the answer to any of questions 1 through 5 is “no.”[[1]](#footnote-1)**

**Contractor will be immediately disqualified if the answer to any of questions 6, 7, 8 or 9 is “yes.”[[2]](#footnote-2) If the answer to question 8 is “yes,” and if debarment would be the sole reason for denial of pre-qualification, any pre-qualification issued will exclude the debarment period.**

1. Contractor possesses a valid and current California Contractor’s license for the project or projects for which it intends to submit a proposal or bid.

 [ ]  Yes [ ]  No

1. Contractor has a liability insurance policy with a policy limit of at least $1,000,000 per occurrence and $2,000,000 aggregate.

 [ ]  Yes [ ]  No

3. Contractor has current workers’ compensation insurance policy as required by the Labor Code or is legally self-insured pursuant to Labor Code section 3700 et. seq.

[ ]  Yes [ ]  No [ ]  Contractor is exempt from this requirement because it has no employees

4. Have you attached your latest copy of a reviewed or audited financial statement with accompanying notes and supplemental information?[[3]](#footnote-3)

 [ ]  Yes [ ]  No

**NOTE: A financial statement that is not either reviewed or audited is 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 statement.**

5. Have you attached a notarized statement from an admitted surety insurer (approved by the California Department of Insurance) and authorized to issue bonds in the State of California, which states: (a) that your current bonding capacity is sufficient for the project for which you seek pre-qualification if you are seeking pre-qualification for a single project; or (if you are seeking pre-qualification valid for a year) (b) your current available bonding capacity?[[4]](#footnote-4)

[ ]  Yes [ ]  No

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

6. Has your contractor’s license been revoked at any time in the last five years?

 [ ]  Yes [ ]  No

7. Has a surety firm completed a contract on your behalf, or paid for completion because your 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 your firm ineligible to be awarded a public works contract, or perform as a subcontractor on a public works contract, pursuant to either Labor Code section 1777.1 or Labor Code section 1777.7?

 [ ]  Yes [ ]  No

 If the answer is “Yes,” state the beginning and ending dates of the period of debarment:

9. At any time during the last five years, has your firm 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

**PART II. ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE, COMPLIANCE WITH CIVIL AND CRIMINAL LAWS**

**A. Current Organization and Structure of the Business**

**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 per cent of the corporation’s stock.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Position | Years with Co. | % Ownership | Social Security # |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

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 per cent or more of the business, or 10 per cent or more of its stock, if the business is a corporation.**

|  |  |  |
| --- | --- | --- |
| Person’s Name | Construction Firm | Dates of Person’s Participation with Firm |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**For Firms That Are Partnerships:**

1a. Date of formation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1b. Under the laws of what state: \_\_\_\_\_\_\_\_\_\_

1c. Provide all the following information for each partner who owns 10 per cent or more of the firm.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Position | Years with Co. | % Ownership | Social Security # |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1d. Identify every construction company that any partner 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 per cent or more of the business, or ten per cent or more of its stock, if the business is a corporation.**

|  |  |  |
| --- | --- | --- |
| Person’s Name | Construction Company | Dates of Person’s Participation with Company |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**For Firms That Are Sole Proprietorships:**

1a. Date of commencement of business.

1b. Social security number of company owner.

1c. 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 per cent or more of the business, or ten per cent or more of its stock, if the business is a corporation.**

|  |  |  |
| --- | --- | --- |
| Person’s Name | Construction Company | Dates of Person’s Participation with Company |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**For Firms That Intend to Make a Proposal or Bid as Part of a Joint Venture:**

1a. Date of commencement of joint venture.

1b. Provide all of the following information for each firm that is a member of the joint venture that expects to contract for one or more projects:

|  |  |
| --- | --- |
| Name of firm | % Ownership of Joint Venture |
|  |  |
|  |  |
|  |  |
|  |  |

**B. History of the Business and Organizational Performance**

2. Has there been any change in ownership of the firm 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 on a separate signed page.

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

**NOTE:**  **Include information about other firms if one firm owns 50 per cent 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 on a separate signed page.

4. Are any corporate officers, partners or owners connected to any other construction firms?

 **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 on a separate signed page.

5. State your firm’s gross revenues for each of the last three years:

6. How many years has your organization been in business in California as a contractor under your present business name and license number? years

7. Is your firm currently the debtor in a bankruptcy case?

 [ ]  Yes [ ]  No

If “yes,” please attach a copy of the bankruptcy petition, showing the case number, and the date on which the petition was filed.

8. Was your firm 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 7, above.)

 [ ]  Yes [ ]  No

 If “yes,” please attach a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and a copy of the Bankruptcy Court’s discharge order, or of any other document that ended the case, if no discharge order was issued.

**Licenses**

# 9. List all California construction license numbers, classifications and expiration dates of the California contractor licenses held by your firm:

10. If any of your firm’s license(s) are held in the name of a corporation or partnership, list below the names of the qualifying individual(s) listed on the CSLB records who meet(s) the experience and examination requirements for each license.

11. Has your firm changed names or license number in the past five years?

 [ ]  Yes [ ]  No

If “yes,” explain on a separate signed page, including the reason for the change.

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

 [ ]  Yes [ ]  No

If “yes,” explain on a separate signed page, including the reason for the change.

13. Has any CSLB license held by your firm or its Responsible Managing Employee (RME) or Responsible Managing Officer (RMO) been suspended within the last five years?

 [ ]  Yes [ ]  No

 If “yes,” please explain on a separate signed sheet.

**Disputes**

14. At any time 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?

[ ]  Yes [ ]  No

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

15. In the last five years has your firm, or any firm with which any of your company’s owners, officers or partners was associated, been debarred, disqualified, removed or otherwise prevented from contracting with, 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,” explain on a separate signed page. State whether the firm involved was the firm applying for pre-qualification here or another firm. Identify by name of the company, the name of the person within your firm who was associated with that company, the year of the event, the owner of the project, the project and the basis for the action.

16. In the last five years has your firm been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible contractor?

[ ]  Yes [ ]  No

If “yes,” explain on a separate signed page. Identify the year of the event, the owner, the project and the basis for the finding by the public agency.

**\* \* \* \* \***

 **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 about amounts of less than $50,000.**

17. In the past five years has any claim **against** your firm concerning your firm’s work on a construction project been **filed in court or arbitration?**

[ ]  Yes [ ]  No

 If “yes,” on separate signed sheets of paper 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).

18.In the past 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**?

[ ]  Yes [ ]  No

If “yes,” on separate signed sheets of paper 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).

\* \* \* \* \*

19. At any time 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?

[ ]  Yes [ ]  No

If “yes,” explain on a separate signed page the amount of each such claim, the name and telephone number of the claimant, the date of the claim, the grounds for the claim, the present status of the claim, the date of resolution of such claim if resolved, the method by which such was resolved if resolved, the nature of the resolution and the amount, if any, at which the claim was resolved.

20. In the last five years has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?

[ ]  Yes [ ]  No

If “yes,” explain on a separate signed page. Name the insurance carrier, the form of insurance and the year of the refusal.

**Criminal Matters and Related Civil Suits**

21. Has your firm 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

If “yes,” explain on a separate signed page, including identifying who was involved, the name of the public agency, the date of the investigation and the grounds for the finding.

22. Has your firm 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

If “yes,” explain on a separate signed page, including identifying who was involved, the name of the public agency, the date of the conviction and the grounds for the conviction.

23. Has your firm 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

If “yes,” identify on a separate signed page the person or persons convicted, the court (the county if a state court, the district or location of the federal court), the year and the criminal conduct.

**Bonding**

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

Name of bonding company/surety:

Name of surety agent, address and telephone number:

25. If your firm was required to pay a premium of more than one per cent for a performance and payment bond on any project(s) on which your firm worked at any time during the last three years, 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.

26. 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:

27.During the last five years, has your firm 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, provide details on a separate signed sheet indicating the date when your firm was denied coverage and the name of the company or companies which denied coverage; and the period during which you had no surety bond in place.

**C. Compliance with Occupational Safety and Health Laws and with Other Labor Legislation Safety**

28. Has CAL OSHA cited and assessed penalties against your firm 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,” attached a separate signed page describing 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.

29. Has the federal Occupational Safety and Health Administration cited and assessed penalties against your firm 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,” attach a separate signed page describing each citation.

30. 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, 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,” attach a separate signed page describing each citation.

31. How often do you require documented safety meetings to be held for construction employees and field supervisors during the course of a project?

32. List your firm’s Experience Modification Rate (EMR) (California workers’ compensation insurance) for each of the past three premium years:

**NOTE: An Experience Modification Rate is issued to your firm annually by your workers’ compensation insurance carrier.**

Current year:

Previous year:

Year prior to previous year:

If your EMR for any of these three years is or was 1.00 or higher you may, if you wish, attach a letter of explanation.

33. Within the last fiveyears has there ever been a period when your firm had employees but was without workers’ compensation insurance or state-approved self-insurance?

[ ]  Yes [ ]  No

If “yes,” please explain the reason for the absence of workers’ compensation insurance on a separate signed page. If “No,” 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 Record**

34. Has there been more than one occasion during the last five years in which your firm was required to pay either back wages or penalties for your own firm’s failure to comply with the **state’s** prevailing wage laws?

 **NOTE: This question refers only to your own firm’s violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.**

[ ]  Yes [ ]  No

 If “yes,” attach a separate signed page or pages, describing 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.

35. During the last five years, has there been more than one occasion in which your own firm 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,” attach a separate signed page or pages describing 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.

36. 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 your company for use on any public work project for which you are awarded a contract by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_School District.

37. 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) of your apprenticeship program(s).

(c) 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.

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

**NOTE: You may omit reference to any incident that occurred prior to January 1, 1998, if the violation was by a subcontractor and your firm, as general contractor on a project, had no knowledge of the subcontractor’s violation at the time they occurred.**

[ ]  Yes [ ]  No

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

# **PART III. RECENT CONSTRUCTION PROJECTS COMPLETED**

**Required Professional Certifications/Qualifications**

39. Completed Greywater Contractor Training through Greywater Action Contractor 5-day Certification, or equivalent?

[ ]  Yes [ ]  No

40. Is your firm or any of its owners ARCSA certified or equivalent?

[ ]  Yes [ ]  No

41. Is your firm or any of its owners BIONOVA certified or equivalent?

[ ]  Yes [ ]  No

42. Is your firm or any of its owners Aquascape certified or equivalent?

[ ]  Yes [ ]  No

43. Is your firm or any of its owners CIMIS certified or equivalent?

[ ]  Yes [ ]  No

44. Contractor shall provide information about its three most recently completed public works projects and its three largest completed private projects within the last three years.[[5]](#footnote-5)Names and references must be current and verifiable. Use separate sheets of paper that contain all of the following information:

Project Name:

 Location:

Owner:

Owner Contact (name and current phone number):

Architect or Engineer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Architect or Engineer Contact (name and current phone number):

Construction Manager (name and current phone number):

Description of Project, Scope of Work Performed:

Total Value of Construction (including change orders):

Original Scheduled Completion Date:

Time Extensions Granted (number of days):

Actual Date of Completion:

\* \* \* \* \* \* \*

 I, the undersigned, certify and declare that I have read all the foregoing answers to this prequalification questionnaire 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.

Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Name)

1. A “no” answer to Question 4 will not be disqualifying if the contractor is exempt from complying with Question 4, for reasons explained in footnote 7. [↑](#footnote-ref-1)
2. A contractor disqualified solely because of a “Yes” answer given to question 6, 7, or 9 may appeal the disqualification and provide an explanation of the relevant circumstances during the appeal procedure. [↑](#footnote-ref-2)
3. 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 proposal or bid is “no more than 25 per cent of the qualifying amount provided in section 14837(d)(1).” As of January 1, 2001, the qualifying amount is $10 million, and 25 per cent of that amount, therefore, is $2.5 million. [↑](#footnote-ref-3)
4. An additional notarized statement from the surety may be requested by \_\_\_\_\_\_\_\_\_ School District at the time of submission of a proposal or bid, if this pre-qualification package is submitted more than 60 days prior to submission of the proposal or bid. [↑](#footnote-ref-4)
5. If you wish, you may, using the same format, also provide information about other projects that you have completed that are similar to the project(s) for which you expect to contract. [↑](#footnote-ref-5)