

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 46-20/21 AUTHORIZING MULTI-PRIME CONTRACTORS
PREQUALIFICATION APPLICATION FOR
BEN CLARK TRAINING CENTER EDUCATION BUILDING I PROJECT

WHEREAS, the Riverside Community College District (“District”) desires to engage in a public works construction project involving the construction of the Ben Clark Training Center Education Building Phase 1 for Moreno Valley College; and

WHEREAS, Public Contract Code section 20651.5 authorizes the District to prequalify bidders by requiring that each prospective bidder for a contract complete and submit a standardized questionnaire and financial statement, including a complete statement of the prospective bidder’s experience in performing public works; and

WHEREAS, Public Contract Code section 20651.5 authorizes the District to adopt and apply a uniform system of rating bidders (“Uniform System”) on the basis of completed questionnaires and financial statements (collectively “Questionnaire”), in order to determine the size of the contracts upon which each bidder shall be deemed financially qualified to bid; and

WHEREAS, the Questionnaire must be verified under oath by the bidder in the manner in which civil pleadings and civil actions are verified; and

WHEREAS, responses to the Questionnaire are not public records and will not be open to public inspection; and

WHEREAS, each Questionnaire submitted by a prospective bidder will be scored in accordance with the Uniform System; and

WHEREAS, District staff desires to prequalify prospective bidders for the Ben Clark Training Center Education Building Phase 1 for Moreno Valley College.

NOW, THEREFORE, the Board of Trustees of the Riverside Community College District does hereby find, resolve, determine, and order as follows:

Section 1. The above-listed recitals are incorporated as if fully set forth herein.

Section 2. The Board of Trustees hereby establishes a prequalification process under Public Contract Code section 20651.5 for the Ben Clark Training Center Education Building Phase 1 for Moreno Valley College.

Section 3. The prequalification program shall utilize the Questionnaire and Uniform System attached hereto as Exhibit “A” and incorporated herein.

Section 4. The Chancellor, or Chancellor’s designee(s), shall have the authority to revise or modify the Questionnaire and Uniform System in any manner necessary to comply with Public Contract Code section 20651.5 and any other relevant and/or applicable statute.

Section 5. The Chancellor, or Chancellor's designee(s), shall have the authority to: (1) determine whether a potential bidder shall be considered prequalified; (2) hear and oversee prequalification determination appeals; and (3) take any other action necessary to comply with the intent of this Resolution, or the law, as such law(s) may be amended in the future.

Section 7. This Resolution shall take effect upon adoption by the Board.

ADOPTED this 20th day of April, 2021.

Mary Figueroa
President of the Board of Trustees
Riverside Community College District

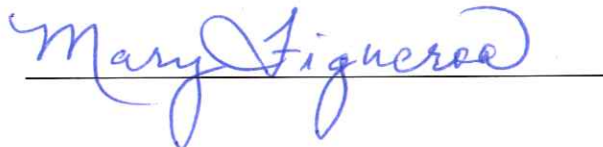


EXHIBIT “A”

CONTRACTOR PREQUALIFICATION PACKAGE
FOR PREQUALIFICATION OF PROSPECTIVE BIDDERS
PURSUANT TO PUBLIC CONTRACT CODE SECTION 20651.5

(Exhibit to begin on the next page.)



RIVERSIDE COMMUNITY COLLEGE DISTRICT
REQUEST FOR QUALIFICATION NO. 16-20/21-5
CONTRACTOR / PRIME PREQUALIFICATION



FOR
BEN CLARK TRAINING CENTER EDUCATION BUILDING I FOR
MORENO VALLEY COLLEGE

16-20/21-5-RFQ

Information Package

Issued on April 22, 2021

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Application for Contractor Prequalification

PROJECT: Moreno Valley College Ben Clark Training Center

RFQ NUMBER: 16-20/21-5-RFQ

BID DATE: July 20, 2021

PREQUALIFICATION DUE DATE: Wednesday, March 17th, 2021 prior to 2:00 PM

1. PREQUALIFICATION PROCESS

Pursuant to Public Contract Code section 20651.5, this prequalification is for trade bid packages associated with construction of the Moreno Valley College Ben Clark Training Center Education Building Phase 1. The new facility is a 14,135 Gross Square Foot, 1- story, classroom and administration building and funded by Measure C local general obligation bond. Approximately half of the building is dedicated to administrative offices and the other half to classrooms and practical training labs. In addition to indoor space, outdoor covered space is provided as an extension of the classrooms and as a student break area. The building is primarily composed of concrete masonry, glass curtain walls, and plaster finish architectural elements. As a condition of bidding, prospective applicants are required to submit to the District a completed prequalification package as specified in the “Submission of Completed Applications” section below. This Application and all attachments incorporated by reference therein are **not** public records and are **not** open to public inspection.

Only prospective applicants meeting the “Minimum Criteria for Prequalification”, as set forth in the following Application for Contractor Prequalification, will be eligible to submit a bid proposal for the above listed project. Contractor prequalification status will be verified upon submission of bid proposals. Prequalification Document and Applications must be received by **2:00 PM, Wednesday, March 17th, 2021**, delivered electronically to the District’s Purchasing Office sent via email to Melinda Chavez at Melinda.chavez@rccd.edu.

The District reserves the right to reject any or all prequalification applications that are non-responsive, and to waive minor irregularities or informalities in any Application or in the prequalification process. Furthermore, the designation of a contractor as “prequalified” does not in any way waive or reduce the requirements established for the submission of a bid proposal. The District will evaluate all bid proposals for completeness and accuracy.

2. ABOUT THE DISTRICT

Riverside Community College District (RCCD) is a three-college, higher education community college system serving the 1.4 million people living in Riverside County. Student enrollment is nearly 60,000 and growing at our Moreno Valley, Norco, and Riverside City colleges and at least 68% of our students are on some form of financial support. Our three colleges offer higher education opportunities to social-economically challenged areas and populations. All three colleges are federally designated Hispanic Serving Institutions (HSI).

3. ABOUT MORENO VALLEY COLLEGE

The Moreno Valley College (MVC) is fast becoming the health education center of choice in the Inland Empire with strong programs in health sciences, human, and public services. Each semester, more than 15,000 students pursue Associate's degrees, transfer to a four-year college or university, or a career certificate that qualifies them to enter their chosen field. MVC offers instruction at two sites, a main campus located in the city of Moreno Valley and an off-campus site, the Ben Clark Training Center, located approximately 11 miles from the main campus. In March of 2010, Moreno Valley College was accredited and recognized by the Board of Governors of the California Community Colleges as the 111th community college in the state. Moreno Valley College's main campus is approximately 140 acres.

4. ABOUT BEN CLARK TRAINING CENTER

Moreno Valley College provides unique and vital training opportunities at the Ben Clark Public Safety Training Center (BCTC), one of the largest public safety training centers in Southern California. BCTC offers subject area and general education courses that lead to certificates and degrees in public safety and emergency medical services. BCTC is a regional training site that provides basic and advanced training to public safety personnel. Each year, the college prepares hundreds of students to work as law enforcement officers, firefighters, paramedics, emergency medical technicians, correctional officers, dispatchers, probation officers, and juvenile correctional counselors. Ben Clark Training Center is comprised of a partnership with MVC, Riverside County Sheriff's Department, California Department of Forestry & Fire Protection, Riverside County Fire Department, California Highway Patrol, and Riverside County Probation Department.

5. ABOUT THE DISTRICT SERVICES

Riverside Community College District (DISTRICT) through its Facilities Planning and Development (FPD) unit supports the educational mission of the its three Colleges- Moreno Valley, Norco and Riverside City through advanced planning and development of facilities, standards, infrastructure and resources that promotes a learning environment by providing safe, sustainable and high-quality campuses. The DISTRICT administers the capital facilities improvements to ensure compliance with the District Strategic Plan and Colleges Facilities Master Plans (FMPs), and manages the planning, development and implementation of the District Five (5) Year Capital Outlay plan and Long-term Capital Facilities program. The DISTRICT is also responsible for formulating, promoting, guiding, and administration of district policies and procedures associated with planning, design, and construction and development functions.

6. ABOUT MEASURE C

In March 2004, the electorate of Riverside Community College District passed Measure C authorizing the issuance of \$350,000,000 of general obligation bonds to finance the acquisition, construction, improvement and renovation of educational facilities at MVC, Norco (NC), and Riverside City Colleges (RCC). Thus, the District utilized the Measure C authorization to a greater extent than anticipated through 2019 by expending, committing or designating all of the total authorization.

Measure C delivered better educational programs at MVC, NC, RCC and the District. A detail of Measure C Capital Facilities Program achievements can be found here: [Measure C Summary Report from 2004-2019](#). Given the tremendous enrollment growth experienced by each of the colleges since 2004, funding to provide current, state-of-the-art facilities to meet the needs of the District's students remains a challenge.

7. ABOUT MEASURE C CITIZEN BOND OVERSIGHT COMMITTEE

A Citizens' Bond Oversight Committee (CBOC) keeps the public informed about how Measure C proceeds are used through annual reports to the Riverside Community College District Board of Trustees and the public.

<https://www.rccd.edu/committees/cboc/Pages/index.aspx>

8. PREQUALIFICATION SUBMITTAL SCHEDULE

Time is of the essence. Submitting Firms will be expected to adhere to the required dates and times.

Request for Qualification Submittal Schedule:

PREQUALIFICATION	DATE
ISSUE RFQ	02/15/2021
REQUEST FOR CLARIFICATIONS DUE BY 2:00 PM	03/05/2021
RFQ ADDENDUM ISSUED BY	03/10/2021
RFQ DUE TO DISTRICT BY	03/17/2021
DISTRICT TO NOTIFY RECOMMENDED PREQUALIFIED CONTRACTORS/PRIMES TO BOARD BY	04/02/2021
ANTICIPATED BOARD OF TRUSTEES APPROVAL OF CONTRACTORS/PRIMES PREQUALIFICATION	04/20/2021
ANTICIPATED DSA APPROVAL OF BCTC EDUCATION BUILDING I	05/01/2021
ANTICIPATED NOTICE INVITING BIDS FOR BCTC EDUCATION BUILDING I	06/01/2021
ANTICIPATED BOARD OF TRUSTEES APPROVAL OF CONTRACTORS/PRIMES BIDS AND AWARD BY	08/04/2021

9. SUBMISSION OF COMPLETED APPLICATIONS

Prequalification Documentation and Applications must be received by 2:00 PM, Wednesday, March 17th, 2021, delivered electronically to the District’s Purchasing Office sent via email to Melinda Chavez at Melinda.chavez@rccd.edu.

By submitting a prequalification application, prospective applicants agree that the District, in determining a contractor’s eligibility for bidding, may consider the contractor’s experience, performance under other contracts, financial condition, and other factors which could affect the contractor’s performance on the Project.

Below is a list of the Bid Packages, Trades Description, and Contractor Licensing Requirement and the Engineering estimates for each package.

BID PACKAGE	TRADE	LICENSE
1	General Requirements	B
2	Demolition, Earthwork, and SWPPP	A, C-12, or C-21
3	Site Utilities	A, C-34, or C-36
4	Landscape	C-27

5	Structural Concrete, Reinforcing Steel, Site Concrete, and Asphalt Paving/Markings	B or C-8
6	CMU	C-29
7	Structural Steel, Misc. Metals, Metal Deck, and Stairs	C-51
8	Architectural Millwork and Cabinets	C-6
9	Roofing, Waterproofing, Sheet Metal, Metal Panels, and Roof Accessories	C-39 or C-43
10	Doors, Frames, Hardware, and Overhead Doors	B or C-28
11	Glass and Glazing	C-17
12	Rough carpentry, Metal Framing, Drywall, Insulation, and Plaster	B, C-9, or C-35
13	Acoustical Ceiling	C-2
14	Flooring and Ceramic Tile	C-15 or C-54
15	Painting	C-33
16	Misc. Specialties and Equipment, Signage, Toilet Accessories and Partitions, Operable Partitions, Visual Display Boards, Lockers, Flagpoles, and Window Shades	B
17	Fire Protection System	B or C-11
18	Plumbing	C-36
19	HVAC	C-20
20	Electrical, Lighting Controls, Fire Alarm, AV and Telecom	C-10

10. DEPARTMENT OF INDUSTRIAL RELATIONS (DIR) INFORMATION

DIR Registration. Each applicant submitting a proposal to complete the work, labor, material, and/or services (“Work”) subject to this procurement must be a Department of Industrial Relations (“DIR”) registered contractor pursuant to Labor Code §1725.5. An applicant who is not DIR registered contractor when submitting a proposal for the Work is deemed “not qualified” and the proposal of such an Applicant will be rejected for non-responsiveness.

Pursuant to Labor Code §1725.5, all subcontractors identified in an Applicant’s subcontractors’ list shall be DIR registered contractors as well. An affirmative and on-going obligation of the contractor under the

contract documents is the contractor's verification that all subcontractors, of all tiers, are at all times during performance of the work in full and strict compliance with DIR Registration requirements. The Contractor shall not permit or allow any subcontractor of any tier to perform any work without the Contractor's verification that all such subcontractors are in full and strict compliance with DIR Registration requirements.

11. PREQUALIFICATION SUBMITTAL PACKAGE

A complete submission will be comprised of a fully completed, signed, and electronic submission containing all of the following:

Part I: Contractor Declaration;

Part II: Prequalification Questionnaire (Essential Requirements and Rated Questions);

Part III: Experience and References;

Part IV: Financial Rating;

- A. Affidavit of Contractor;
- B. Attachment#1 Certificate of Accountant (Audit of a Financial Statement)
- C. Attachment#2 Certificate of Accountant (Review of a Financial Statement)
- D. Attachment#3 General Letter of Credit

Part V: Additional Prequalification Documents;

- A. California Contractor License Board with Proof of Licensure;
- B. Department of Industrial Registration;
- C. Certificate of Insurance;
- D. Verification of Workers' Compensation Insurance;
- E. Surety Letter;
- F. Explanations (as appropriate).

Prospective applicants must furnish all of the above-listed items and are solely responsible for ensuring the completeness and accuracy of information provided. Failure to comply with this requirement may cause rejection of the Application as being non-responsive. Each Pre-Qualification Application must be signed under penalty of perjury in the manner designated on the "Affidavit of Contractor" by an individual who has the legal authority to bind the Contractor.

12. MINIMUM CRITERIA FOR PREQUALIFICATION

In order to pre-qualify to bid on the Project, a Contractor must meet the minimum criteria for each of the following four categories:

1. Meet all "Essential Requirements" for prequalification;
2. Meet or exceed a score of **70** points on the rated questionnaire;
3. Demonstrate through reference the minimum required experience on projects;

4. Demonstrate the financial capacity to perform this Project as evidenced by the Contractor's financial statements.

13. NOTIFICATION OF PREQUALIFICATION RESULTS

The following procedures can apply, at the Applicant's request, when an Applicant does not receive Prequalification status and wishes to challenge that decision. It is important to note that just because an Applicant does not receive Prequalification status, it does not mean that the District has determined that an Applicant is a non-responsible applicant. To the contrary, it simply means that the Applicant has not qualified for Prequalification status under this Prequalification Program and the project(s) subject to it. Also, it is important to note that just because an Applicant does not receive Prequalification status, it does not mean that the Applicant cannot submit bids or proposals on other District projects that are not subject to this Prequalification Program.

An Applicant that is denied Prequalification status can appeal that decision unless the Applicant has failed to properly complete the Prequalification Questionnaire and provide all of the required documents identified in the Prequalification Questionnaire. An Applicant's fees, costs, and expenses, of every kind, for the appeal shall be undertaken at the Applicant's sole expense and shall not be reimbursed for same by the District. An Applicant initiates an appeal by delivering to the District's Authorized Representative a written notice requesting a hearing and setting forth the specific basis of the appeal. The Applicant must deliver the written notice to Riverside Community College District Attn: Misty Griffin, Misty.Griffin@rccd.edu, within five (5) business days following the date of the District's notice that the Applicant has not received Prequalification status.

An Applicant waives the ability to appeal the District's decision if it fails to deliver the written notice within five (5) business days. The written notice must set forth, in detail, all facts (and include all documents) the Applicant wishes to rely on to challenge the District's decision. An Applicant will not be permitted to add new facts after the close of the five (5) business day deadline. The District's Vice Chancellor, Business and Financial Services, or designee, will conduct a hearing on the appeal no later than five (5) business days following the Contractor's delivery of the written notice of appeal. The District may or may not, in its discretion, respond to the appeal before the hearing. The hearing will be informal and it is not an evidentiary hearing (i.e. there will be no evidentiary objections or the direct/cross examination of witnesses). At the hearing, the Applicant will be given the opportunity to present its arguments based on the facts and contentions submitted timely in writing and reasons in opposition to the District's decision to deny Prequalification status. The hearing officer will consider all evidence, information, documents and arguments submitted by the Applicant, the District's response thereto, and any other information, documents, evidence and/or arguments the hearing officer deems relevant. Within five (5) business days following the hearing, the hearing officer, will provide a written decision whether the Applicant is prequalified or not. The written decision is the final determination of the issue, and the Applicant shall have no further administrative appeals. The procedure and time limits set forth above are mandatory and an Applicant's sole and exclusive remedy in the event of a challenge to the District's decision on Prequalification status. Failure to comply with these procedures shall constitute a waiver of any right to further pursue the challenge, including without limitation, filing a Government Code claim or other legal proceeding.

PART I. CONTRACTOR DECLARATION

Bid Package(s) Prequalifying For (#1-20): _____

Contractor (as name appears on license): _____

Address: _____

Phone: _____ FAX: _____

Email: _____

California Contractors License:

License No(s): _____ Primary License class: _____ Expiration Date: _____

CA Department of Industrial Relations (DIR) # _____

Type of Firm: (check one) Individual _____ Corporation _____ Partnership _____

Other (specify) _____

Tax I.D. No.: _____ Date Business Formed: _____

Date incorporated (if applicable): _____ State of Incorporation: _____

OWNERS, OFFICERS, AND PRINCIPALS (including Responsible Managing Officer and Responsible Managing Employee)			
<i>Name</i>	<i>Years with Firm</i>	<i>Position</i>	<i>% of Ownership</i>

If answering "yes" to any of the below-listed questions, explain on a separate signed page.

Have any of the individuals listed above ever been licensed under a different name Yes _____ No _____

Or license number?

Have any of the individuals listed above ever had their Contractor's licenses
Suspended or revoked? Yes _____ No _____

Has there been any change in the control of the Contractor's firm in the last five years? Yes _____ No _____

Are any of the individuals listed above connected with any other companies,
Subsidiary, parent, or affiliate? Yes _____ No _____

END OF PART I

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PART II: PREQUALIFICATION QUESTIONNAIRE

Section 1A: Essential Requirements

The Contractor is disqualified if the answer to any of questions 1 through 6 in this section is “No” or the answer to any of questions 7 through 13 in this section is “Yes.”

1. Does the Contractor possess a valid and current California Contractor’s license or other professional license as required by law applicable to the Project?

_____ Yes _____ No

2. Has the Contractor attached a Certificate of Insurance demonstrating a valid insurance policy with a policy limit of at least \$2,000,000 (general aggregate) \$1,000,000 (each occurrence), Automobile Liability \$1,000,000, Worker’s Compensation \$1,000,000. Insurance Company must be from a California admitted carrier with a financial rating of at least an A status.

_____ Yes _____ No

3. Has the Contractor attached verification of a current workers’ compensation insurance policy as required by the Labor Code or is legally self-insured pursuant to Labor Code sections 3700 et. seq.?

_____ Yes _____ No _____ Exempt (Contractor has no employees)

4. Has the Contractor attached a notarized statement from an admitted surety insurer (approved by the California Department of Insurance, NOT by the Contractor’s agent or broker) authorized to issue bonds in the State of California, which states that the Contractor has a current available bonding capacity to cover this Project?

_____ Yes _____ No

5. Does the Contractor have an Experience Modification Rate (“EMR”) for California workers’ compensation insurance average for the past three premium years of 1.25 or less? NOTE: Proof of EMR rate from the Workers’ Compensation Insurance Rating Bureau (“WCIRB”), in the form of an experience modification worksheet, for each of the past three policy years must be included with the Application.

_____ Yes _____ No

6. Is the Contractor currently registered and in good-standing with the California Department of Industrial Relations for public works projects

_____ Yes _____ No

- 7. Has the Contractor defaulted on a contract that caused a surety to suffer a loss on either a performance or payment bond in the past five years?

_____ Yes _____ No

- 8. In the past ten years, has the Contractor had one or more of its construction contracts terminated due to contractor fault, prior to completion of the project?

_____ Yes _____ No

- 9. Has the Contractor’s firm, or any owner, officer, or principal (including Responsible Managing Officer/Responsible Managing Employee) of the Contractor’s firm declared bankruptcy or been placed in receivership within the past five years?

_____ Yes _____ No

- 10. In the past five (5) years, has the Contractor’s firm, or any owner, officer, or principal (including Responsible Managing Officer/Responsible Managing Employee) of the Contractor’s firm ever been found guilty of or liable for violating any federal, state, or local statute, regulation, or ordinance regarding a construction contract, which was not overturned on appeal?

_____ Yes _____ No

- 11. Has there been any occasion in the last five (5) years in which the Contractor or the Contractor’s firm was required to pay back wages or penalties for failure to comply with California's prevailing wage laws? (Note: This question does not pertain to violations by a subcontractor.)

_____ Yes _____ No

- 12. At any time during the last five (5) years have any of the Contractor’s California contractor licenses been revoked?

_____ Yes _____ No

- 13. At any time during the last five (5) years has the Contractor or any of its owners or officers been convicted of a crime associated with or arising from the bidding for, award of, or performance of any contract for a government construction project, which conviction has not been overturned on appeal?

_____ Yes _____ No

Section 1B: Rated Questions

The Contractor must receive a minimum of 70 points out of a possible 100 points in this Section.

- 1. Number of years of experience in public works construction? _____ Years

- 10 + years - 10 points*
- 5 to 10 years - 7 points*
- 2 to 5 years - 3 points*
- 0 to 2 years - 0 points*

2. Number of years of experience in public works education construction? _____ Years

- 10 + years - 10 points*
- 5 to 10 years - 7 points*
- 2 to 5 years - 3 points*
- 0 to 2 years - 0 points*

3. Number of years of experience as a prime contractor? _____ Years

- 10 + years - 10 points*
- 5 to 10 years - 7 points*
- 2 to 5 years - 3 points*
- 0 to 2 years - 0 points*

4. Does the Contractor’s business entity have a physical office location within the County of Riverside? ____ Yes ____ No

If yes, please provide the address of your location: _____

- Yes- 5 points*
- No - 0 points*

5. Does the Contractor’s business entity have a physical office location within the geographical boundaries of the Riverside Community College District (Moreno Valley, Perris, Riverside, Jurupa Valley, Corona, Norco, or Eastvale)? ____ Yes ____ No

If yes, please provide the address of your location: _____

- Yes- 5 points*
- No - 0 points*

6. The District is committed to local hiring on its construction projects. What percentage of Riverside County residents can you commit to employ on this Project? _____ Percent

- Greater than 30% - 10 points*
- 15% to 30% - 5 points*
- Less than 15% - 0 points*

If Yes to any of the below-listed questions, explain on a separate signed page.

7. Has a claim and or other complaint ever been filed against the Contractor’s California Contractors License with the California Contractors State License Board in the last five years?
_____ Yes _____ No

No - 10 points

Yes - 0 points

8. Has the Contractor’s firm, or any owner, officer, or principal (including Responsible Managing Officer/Responsible Managing Employee) of the Contractor’s firm, ever been unable to obtain a bond or been denied a bond for a construction contract in the last five (5) years?

_____ Yes _____ No

No - 5 points

Yes - 0 points

9. In the last five (5) years, has the Contractor’s firm been required to pay liquidated or actual damages under a construction contract?

_____ Yes _____ No

No - 5 points

Yes – 0 points

10. Has any judgment ever been entered against the Contractor’s firm concerning work on a construction project within the past ten (10) years?

_____ Yes _____ No

No - 5 points

Yes - 0 points

11. Has the Contractor’s firm ever been involved in arbitration and/or litigation related to payment or performance on a construction project within the past ten (10) years?

_____ Yes _____ No

No - 5 points

Yes - 0 points

12. In the last ten (10) years, has any surety made any payments on behalf of the Contractor's firm to satisfy any claims made against a payment or performance bond issued on behalf of the Contractor in connection with a construction project?

_____ Yes _____ No

No - 5 points

Yes - 0 points

13. In the last ten (10) years, has the Contractor submitted a claim for damages against a public agency?

_____ Yes _____ No

No - 5 points

Yes - 0 points

14. Has the Occupational Safety and Health Administration (OSHA or 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 the Contractor has filed an appeal of a citation, and the Occupational Safety and Health Appeals Board has not yet ruled on the appeal, information about this need not be included.)

_____ Yes _____ No

No - 5 points

Yes - 0 points

15. 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 in the past five years? (Note: If the Contractor has filed an appeal of a citation, and the appropriate appeals board has not yet ruled on the appeal, information about this need not be included.)

_____ Yes _____ No

No - 5 points

Yes - 0 points

END OF PART II

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PART III: EXPERIENCE & REFERENCES

List references for at least two public school district/community college district contracts completed within the past five years, having a total contract value of at least 80% of the engineer’s estimate for this Project, and consisting of work comparable in scope and complexity to this Project.

Project 1:	
Name of Project:	
Type of Construction/Project Description:	
Start Date:	Completion Date:
Contract Value:	Change Order Amount:
Owner Name:	Owner Contact Number:
Architect Firm Name:	Architect Contact Number:
Project Completed on Time (Yes/No)? <i>If no, please explain on a separate signed page:</i>	
Project Completed on Budget (Yes/No)? <i>If no, please explain on a separate signed page:</i>	
Contract completed without owner dispute (Yes/No)? <i>If no, please explain on a separate signed page:</i>	

Project 2:	
Name of Project:	
Type of Construction/Project Description:	
Start Date:	Completion Date:
Contract Value:	Change Order Amount:
Owner Name:	Owner Contact Number:
Architect Firm Name:	Architect Contact Number:
Project Completed on Time (Yes/No)? <i>If no, please explain on a separate signed page:</i>	
Project Completed on Budget (Yes/No)? <i>If no, please explain on a separate signed page:</i>	
Contract completed without owner dispute (Yes/No)? <i>If no, please explain on a separate signed page:</i>	

Project 3:	
Name of Project:	
Type of Construction/Project Description:	
Start Date:	Completion Date:
Contract Value:	Change Order Amount:
Owner Name:	Owner Contact Number:
Architect Firm Name:	Architect Contact Number:
Project Completed on Time (Yes/No)? <i>If no, please explain on a separate signed page:</i>	
Project Completed on Budget (Yes/No)? <i>If no, please explain on a separate signed page:</i>	
Contract completed without owner dispute (Yes/No)? <i>If no, please explain on a separate signed page:</i>	

Project 4:	
Name of Project:	
Type of Construction/Project Description:	
Start Date:	Completion Date:
Contract Value:	Change Order Amount:
Owner Name:	Owner Contact Number:
Architect Firm Name:	Architect Contact Number:
Project Completed on Time (Yes/No)? <i>If no, please explain on a separate signed page:</i>	
Project Completed on Budget (Yes/No)? <i>If no, please explain on a separate signed page:</i>	
Contract completed without owner dispute (Yes/No)? <i>If no, please explain on a separate signed page:</i>	

List the present and all prior sureties who have provided a bond to Contractor in the last five years.

SURETY HISTORY		
Company & Address	Contact Name & Phone	Largest Bond

Single Project Bond Limit: _____

Aggregate Bond Capacity: _____

Total Value of Work in Progress: _____

Current Bond Rating: _____

END OF PART III

THE REST OF PAGE LEFT BLANK

PART IV: FINANCIAL RATING

All prospective applicants must meet the following financial criteria based on the trade package for which the Application is being submitted when evaluating the lesser of:

- Five times working capital (current assets minus current liabilities), OR
- Net worth (assets less liabilities, plus available letter of credit confirmed by bank letter), OR
- Annual Revenue times 30%

<u>BID PACKAGE</u>	<u>MINIMUM THRESHOLD</u>
1. _____	\$450,000
2. _____	\$415,000
3. _____	\$375,000
4. _____	\$290,000
5. _____	\$1,025,000
6. _____	\$460,000
7. _____	\$630,000
8. _____	\$95,000
9. _____	\$470,000
10. _____	\$180,000
11. _____	\$275,000
12. _____	\$830,000
13. _____	\$110,000
14. _____	\$130,000
15. _____	\$105,000
16. _____	\$165,000
17. _____	\$100,000
18. _____	\$255,000
19. _____	\$610,000
20. _____	\$1,430,000

Prospective applicants shall provide each of the documents listed below in order to be deemed financially qualified to bid on this Project. Failure to complete or to provide the information requested may result in disqualification.

A. Audited/Reviewed Financial Statements

The prospective applicant must submit the most recent one year of independently audited/reviewed financials including balance sheet, income statement, statement of cash flows, and notes to the financials. (A compilation or income tax return will be accepted only for maximum \$250,000 contract award.)

B. Certificate of Accountant

The certificate of an accountant licensed by the State of California will be required in all cases. A suggested form of a certificate for both an audit and a review is attached (Attachment B & C). The accountant may submit a certificate in his/her own words provided it does not include qualifications too extensive as to nullify the value of the statement or its usefulness to the District.

C. General Letter of Credit (optional)

A Letter of Credit may be included in determining the Net Worth (assets less liabilities) of the contractor for the purposes of prequalification with the District. A suggested letter format is attached (Attachment D). Banks may issue a Letter of Credit on its own letterhead, provided that the letter contains the same provisions, is addressed to the District, and bears an original signature.

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A. AFFIDAVIT OF CONTRACTOR

The applicant of the foregoing answers and statements of experience and financial condition has read the same and the matters stated therein are true of his or her own knowledge. The applicant may be required to provide the District with any information necessary to verify information in this Application. Should the information in the Application at any time cease to accurately and completely represent the Applicant in any substantial respect, the Applicant will refrain from further bidding on the Project.

Attached is a certified copy of the minutes of the corporation indicating that the person whose signature appears below has authority to bind the corporation. For other types of organization, provide evidence in a form and substance acceptable to the District (such as a Power of attorney) that the person whose signature appears below has authority to bind the Contractor.

AFFIDAVIT OF AN INDIVIDUAL FOR A SOLE PROPRIETORSHIP:

I, _____, an individual,
doing business as _____
hereby declare, by signing this affidavit, the foregoing statements to be true and correct and are made under penalty of perjury under the laws of the State of California.

PARTNERSHIP AFFIDAVIT:

I, _____,
a partner of _____,
hereby declare, by signing this affidavit, the foregoing statements to be true and correct and are made under penalty of perjury under the laws of the State of California.

CORPORATE AFFIDAVIT:

I, _____, the
_____ of _____
_____, (Title of Corporate Officer)
_____, (Full Corporate Name)

hereby declare, by signing this affidavit, the foregoing statements to be true and correct and are made under penalty of perjury under the laws of the State of California.

Executed this _____ Day of _____, 2016,

City of _____, County of _____,

State of _____.

Signature of Applicant _____

B. CERTIFICATE OF ACCOUNTANT

FOR AN AUDIT OF A FINANCIAL STATEMENT COMPLETE THIS CERTIFICATE

STATE OF _____

We have examined the Financial Statement of _____ as of _____. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests of the accounting records and such other auditing procedures, as we considered necessary in the circumstances.

In our opinion, the accompanying financial statement included on pages __to, inclusive, sets forth fairly the financial condition of _____ as of _____, in conformity with generally accepted accounting principles.

(Print Name of Firm)

(Accountant must sign here)

(Telephone No.)

(License No.)

Special Note to Accountant:

The above Certificate of Accountant shall not be made by any individual who is in the regular employ of the individual, partnership or corporation submitting the statement; or by any individual who is a member of the firm with more than a 10 percent financial interest.

C. CERTIFICATE OF ACCOUNTANT

FOR A REVIEW OF A FINANCIAL STATEMENT COMPLETE THIS CERTIFICATE

I (we) have reviewed the accompanying financial statement of _____ as of _____.
The information included in the financial statement is the representation of the management of the above firm.

Based on (our) review, with the exception of the matter (s), described in the following paragraph (s), (we are) not aware of any material modifications that should be made to the accompanying financial statements, in order for them to be in conformity with generally accepted accounting principles.

NOTE THIS REVIEW CONSISTS PRINCIPALLY OF INQUIRIES OF MANAGEMENT AND APPROPRIATE ANALYTICAL PROCEDURES APPLIED TO THIS FINANCIAL DATA. IT IS SUBSTANTIALLY LESS IN SCOPE THAN AN EXAMINATION IN ACCORDANCE WITH GENERALLY ACCEPTED AUDITING STANDARDS, THE OBJECTIVE OF WHICH IS THE EXPRESSION OF AN OPINION REGARDING THE FINANCIAL STATEMENTS TAKEN AS A WHOLE. ACCORDINGLY, WE HAVE NOT EXPRESSED SUCH AN OPINION.

(Print Name of Firm)

(Accountant must sign here)

(Telephone No.)

(License No.)

Special Note to Accountant:

The above Certificate of Accountant shall not be made by any individual who is in the regular employ of the individual, partnership or corporation submitting the statement; or by any individual who is a member of the firm with more than a 10 percent financial interest.

D. GENERAL LETTER OF CREDIT

TO: Riverside Community College District
3801 Market Street, 3rd Floor
Riverside, CA 92501

ATTN: Business & Financial Services

SUBJECT: **GENERAL LETTER OF CREDIT**

Reference is made to the prequalification of _____ (Name of Contractor).

Under the direction of the District pertaining to the construction, alteration, and maintenance of Riverside Community College District facilities, we certify that the above-named Contractor has been extended an unqualified line of credit not to exceed \$, and that such credit will not be withdrawn or reduced without 30 days written notice to the District.

It is understood that this Letter of Credit is to be used by the District solely for determining the financial resources of the Contractor for purposes of determining prequalification.

(Name of Bank)

Bank No. Code _____

(Address)

(City)

By: _____

(Please type or print name & title)

PART V: REQUIRED ADDITIONAL PREQUALIFICATION DOCUMENTS

- A. CALIFORNIA CONTRACTOR LICENSE BOARD;
- B. DEPARTMENT OF INDUSTRIAL REGISTRATION;
- C. CERTIFICATE OF INSURANCE;
- D. VERIFICATION OF WORKERS' COMPENSATION INSURANCE;
- E. SURETY LETTER;
- F. EXPLANATIONS (AS APPROPRIATE).

END OF RFQ