NOTICE TO CONTRACTORS TO PREQUALIFY TO SUBMIT BIDS FOR PROJECT

1. Notice is hereby given that the Marin Community College District ("District") has determined that all bidders for District’s project ("Project") must be prequalified prior to submitting a bid on the Project.

The Project consists of:

**New Academic Center**: The project involves comprehensive and extensive new construction of the New Academic Center on the Kentfield campus of the College of Marin, a multi-level 56,000 square-foot new building consisting of offices, classrooms, a large lecture hall, storage spaces, computer labs, an atrium, and other building elements. The project will entail some complexity, including but not limited to, limited site access, constrained schedule and fixed occupancy date, CEQA restrictions mitigation, experience with project labor agreements (potentially), complex staging experience, preservation of trees and landscape, and experience with cultural artifacts discovery. The project architect has estimated the value of the demolition contract between $24,000,000. Notice of prequalification determination is planned on or about **May 31, 2013**.

2. Any contractor interested in bidding on the Project must submit fully completed and sealed District prequalification forms and questionnaires ("Prequalification Package") to the District. Sealed Prequalification Packages will be received until **2:00 pm on Thursday, May 16, 2013** at the District’s Program & Construction Offices, Attn: Bernard Rottner, Jacobs Project Management, 835 College Ave., Bldg. MS-3 Kentfield, CA 94904 at or after which time the Prequalification Packages will be opened and publicly read aloud. All Prequalification Packages shall be on the forms provided by the District.

3. Prequalification Packages are available for pick-up at District Program & Construction Offices at 835 College Avenue, MS-3 Kentfield, CA 94904.

4. An Optional Prequalification Conference: A prequalification conference for assistance in completing the prequalification package is scheduled for **Tuesday April 30th, 2013 at 2:00PM**. Interested parties are to meet at the College of Marin, Kentfield Campus, 835 College Ave, Building MS-3, Kentfield, CA 94904. Please see maps on the college’s website at [www.marin.edu](http://www.marin.edu).

5. To prequalify for the Project, a contractor is required, in addition to other criteria, to possess one or more of the following State of California Contractor Licenses: A or B. The contractor’s license(s) must remain active and in good standing throughout the term of the Project.

7. If a contractor prequalifies to bid on the Project and is ultimately awarded a contract for the Project, the following provisions shall apply:
   a. The contractor shall be required to furnish a 10% bid bond, a 100% Performance Bond, and a 100% Payment Bond.
   b. The contractor may substitute securities for any monies withheld by the District to ensure performance under a contract for the Project, in accordance with the provisions of section 22300 of the Public Contract Code.
PREQUALIFICATION PACKAGE

Due before 2:00 pm, Thursday, May 16, 2013

Contents:

• Exhibit “A”: Prequalification Questionnaire
  o Responsive Criteria
  o General Information
  o Essential Criteria
  o Project Experience and References
  o Business Longevity, Financial Strength and Performance
  o Safety and Subcontracting of Additional Hazardous Material Abatement
  o Certification
  o Attachment “A”: Completed New Construction Projects Form
  o Attachment “B”: Site Specific Criteria

• Exhibit “B”: Prequalification Rating System
  o Prequalification Evaluation Procedure
  o Prequalification Evaluation Reference Form
  o Prequalification Evaluation Worksheet

• Exhibit “C”: Appeal Process

Prequalification Questionnaire and Certification Submittal Checklist:

☐ Completed Prequalification Questionnaire (including separate signed explanatory sheets, if applicable)
☐ Signature Under Penalty of Perjury
☐ Signed Description of Last/Largest Three Similar Projects
☐ Notarized Statement of Contractor’s Bonding Capacity
☐ Completed Attachment “A”: Completed New Construction Projects
☐ Three Project References and Contact Information (Similar Complex New Construction Projects)
☐ Audited or Verified Financial Statement for Past Two Fiscal Years
☐ Certification: Signed Under Penalty of Perjury
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6. If a contractor prequalifies to bid on the Project and is ultimately awarded a contract for the Project, the following provisions shall apply:
   a. The contractor shall be required to furnish a 10% bid bond, a 100% Performance Bond, and a 100% Payment Bond.
   b. The contractor may substitute securities for any monies withheld by the District to ensure performance under a contract for the Project, in accordance with the provisions of section 22300 of the Public Contract Code.
c. The contractor and its subcontractors shall pay all workers on all work performed pursuant to a contract for the Project not less than the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work as determined by the Director of the Department of Industrial Relations, State of California, for the type of work performed and the locality in which the work is to be performed within the boundaries of the District, pursuant to sections 1770 et seq. of the California Labor Code. Prevailing wage rates are also available from the District or on the Internet at http://www.dir.ca.gov.

8. The Prequalification Packages 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. The contents may be disclosed to third parties for purpose of verification, or investigation of substantial allegations, or in the appeal process, however. State law requires that the names of contractors applying for prequalification status shall be public records subject to disclosure.

9. A contractor may be denied prequalification status for either omission of requested information or falsification of information.

END OF DOCUMENT
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   The Project consists of:

   **New Academic Center**: The project involves comprehensive and extensive new construction of the New Academic Center on the Kentfield campus of the College of Marin, a multi-level 56,000 square-foot new building consisting of offices, classrooms, a large lecture hall, storage spaces, computer labs, an atrium, and other building elements. The project will entail some complexity, including but not limited to, limited site access, constrained schedule and fixed occupancy date, CEQA restrictions mitigation, experience with project labor agreements (potentially), complex staging experience, preservation of trees and landscape, and experience with cultural artifacts discovery. The project architect has estimated the value of the demolition contract between $24,000,000. Notice of prequalification determination is planned on or about **May 31, 2013**.

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6. If a contractor prequalifies to bid on the Project and is ultimately awarded a contract for the Project, the following provisions shall apply:

   a. The contractor shall be required to furnish a 10% bid bond, a 100% Performance Bond, and a 100% Payment Bond.

   b. The contractor may substitute securities for any monies withheld by the District to ensure performance under a contract for the Project, in accordance with the provisions of section 22300 of the Public Contract Code.
c. The contractor and its subcontractors shall pay all workers on all work performed pursuant to a contract for the Project not less than the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work as determined by the Director of the Department of Industrial Relations, State of California, for the type of work performed and the locality in which the work is to be performed within the boundaries of the District, pursuant to sections 1770 et seq. of the California Labor Code. Prevailing wage rates are also available from the District or on the Internet at http://www.dir.ca.gov.

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END OF DOCUMENT
Exhibit “A”

Prequalification Questionnaire

MARIN COMMUNITY COLLEGE DISTRICT
PREQUALIFICATION QUESTIONNAIRE AND CERTIFICATION
FOR PROSPECTIVE BIDDERS
FOR
NEW CONSTRUCTION OF THE NEW ACADEMIC CENTER (“NAC”) PROJECT

Due before 2:00 pm, Thursday, May 16, 2013

Each prospective experienced general contractor shall be currently licensed and shall submit the following information to establish its qualifications to bid to perform construction work on Marin Community College District (“District”) facilities, including the Project.

The New Academic Center (“NAC”) Project: The Project involves comprehensive and extensive new construction of the New Academic Center on the Kentfield campus of the College of Marin, a multi-level 56,000 square-foot (approx.) new building consisting of offices, classrooms, a large lecture hall, storage spaces, computer labs, an atrium, and other building elements. The Project will entail some complexity, including but not limited to, limited site access, constrained schedule and fixed occupancy date, CEQA restrictions and EIR compliance, budget constraints, traffic and neighborhood disruption mitigation, experience with project labor agreements (potentially), complex staging experience, preservation of trees and landscape, and experience with cultural artifacts discovery. The estimated “Bid Day” Cost of Construction of the NAC Project is $24,000,000.00.

I. RESPONSIVE CRITERIA

A. Timeliness: Prequalification Statement must be submitted on time.

B. Completeness: Contractor must provide all requested information.

C. Signed Under Penalty of Perjury: The Prequalification Questionnaire must be signed under penalty of perjury by individuals who have the authority to bind the contractor on whose behalf they are signing.

D. Misleading/Inaccurate Information: Any and all information provided by the contractor shall not be misleading or inaccurate in any material manner.

E. Acknowledgement of Receipt of Addenda: Contractor shall acknowledge receipt of Addenda published on or before 2:00 pm, Tuesday, May 14, 2013.
II. GENERAL INFORMATION

A. Contractor's Information

Firm name: ____________________________________________________________
____________________________________________________________________
Address: ______________________________________________________________
____________________________________________________________________
Telephone: _____________________________________________________________
Fax: __________________________________________________________________
Mobile Telephone: _______________________________________________________
E-mail: __________________________________________________________________

By: ____________________________ (Name of individual completing statement)

Date: __________________________

Years in business as a licensed contractor: ________________________________
Years experience with school district, university, and/or community college district
projects: ______________________________________________________________
Years of experience with similar complex new construction projects: __________
Types of work performed with own forces: _________________________________
____________________________________________________________________
____________________________________________________________________

Years in business under current firm name: ________________________________
____________________________________________________________________

Years at the above address: ________________________________
____________________________________________________________________

B. Current Organization and Structure of the Business

1. For Firms that are Corporations:
   a. Date incorporated: _________________________________________________
   b. Type of corporation (e.g., S Corp., C Corp., LLC): _________________
   c. Under the laws of what state: _________________________________
   d. Provide all the following information for each person who is either: (a) an
      officer of the corporation (president, vice president, secretary,
      treasurer), or (b) the owner of at least ten percent (10%) of the
      corporation’s stock. Attach all additional references and/or information
      on separate signed sheets.
2. For Firms that are Partnerships:
   a. Date of formation: ___________________________
   b. Type of partnership (e.g., general, limited): ______________
   c. Under the laws of what state: __________________________
   d. Provide all the following information for each partner who owns ten percent (10%) or more of the firm. Attach all additional references and/or information on separate signed sheets.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Years with Co.</th>
<th>% Ownership</th>
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3. For Firms that are Sole Proprietorships:
   a. Date of commencement of business: __________________

<table>
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<tr>
<th>Name</th>
<th>Position</th>
<th>Years with Co.</th>
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4. For Firms that Intend to Bid as a Joint Venture:
   a. Date of commencement of joint venture: ______________
   b. Provide all of the following information for each firm that is a member of the joint venture that expects to bid on one or more projects. Attach all additional references and/or information on separate signed sheets.

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>% of Ownership of Joint Venture</th>
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c. Provide all the following information for each owner of a firm that is a participant in a joint venture. Attach all additional references and/or information on separate signed sheets.

<table>
<thead>
<tr>
<th>Firm Name</th>
<th>Name of Owner</th>
<th>Position</th>
<th>Years with Co.</th>
<th>% Owner-ship of Co.</th>
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C. Associated Firms

Identify every construction firm that the contractor or any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the past five (5) years. Attach all additional references and/or information on separate signed sheets. NOTE: For this question, “owner” and “partner” refer to ownership of at least ten percent (10%) of the business, or at least ten percent (10%) of the stock if the business is a corporation.

<table>
<thead>
<tr>
<th>State Person’s Name or “Contractor”</th>
<th>Name of Associated Firm</th>
<th>Contractor’s License No.</th>
<th>Dates of Participation</th>
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D. History of the Business and Organizational Performance

1. Has there been any change in ownership of the firm at any time during the past three years? NOTE: A corporation whose shares are publicly traded is not required to answer this question. (Please check one).

   Yes ☐ No ☐

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

2. Is the firm a subsidiary, parent, holding company, or affiliate of another construction firm? NOTE: Include information about other firms if one firm owns ten percent (10%) or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm. (Please check one).

   Yes ☐ No ☐

   If “yes,” explain on a separate signed sheet, including the name of the related company and the percent ownership.

3. 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. (Please check one).

   Yes ☐ No ☐
If “yes,” explain on a separate signed sheet.

4. State your firm’s gross revenues for each of the past four (4) years:

<table>
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<tr>
<th>Year</th>
<th>Gross Revenue</th>
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<tbody>
<tr>
<td>2012</td>
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<tr>
<td>2011</td>
<td>$</td>
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<td>2010</td>
<td>$</td>
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<td>2009</td>
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E. Contractor’s Licenses

1. Contractor shall be licensed in the State of California and shall submit the following information:
   a. Name of license holder exactly as on file with the California State License Board: ____________________________

   b. License classification(s): ____________________________

   c. License #: ____________________________

   d. Expiration Date: ____________________________

   e. Number of years license holder has held the listed license(s): _______

   f. Number of years contractor has done business in California under contractor’s license law: ____________________________

   g. If your firm is a corporation or partnership, list the names of the qualifying individual(s) on file with the California State License Board who meet(s) the experience and examination requirements for each license: _________________________________________________

2. Has your firm changed names or license numbers in the past five (5) years?
   Yes ☐ No ☐

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

3. Has the California State License Board suspended the license held by your firm, its Responsible Managing Employee, or its Responsible Managing Officer within the past five (5) years?
   Yes ☐ No ☐

   If “yes,” explain on a separate signed sheet, including the reason for the suspension.
F. Contractor's Project Personnel

The undersigned contractor hereby commits to the assignment of a full-time on-site project manager and project superintendent(s), as identified below, in the event that the contractor is awarded the project. At the time of the bid, the successful contractor shall confirm the availability of the personnel identified below. If any of the identified staff are no longer employed by the contractor at the time of bid opening, or are otherwise unavailable, the contractor's bid may be considered nonresponsive. The contractor may formally request substitution of other individuals with equivalent experience, and the District may consider them, in the District's sole discretion. However, résumés, project history, and other relevant information must be submitted by the contractor to District immediately once contractor becomes aware of a need for a replacement.

1. Full-Time, On-Site Project Manager:
   a. Name: ____________________________________________
   b. Address: __________________________________________
   c. Years with firm: _____________________________________
   d. Years in current position: ______________________________
   e. Licenses held: _______________________________________
      ___________________________________________________
   f. Years experience with school district, university, and/or community college district projects:_____________________
   g. Years performing similar complex new construction projects for community colleges/universities:_________________
   h. Recent comparable project references (list at least three):
      ___________________________________________________________________
      ___________________________________________________________________
      ___________________________________________________________________

2. Full-Time, On-Site Project Superintendent:
   a. Name: ____________________________________________
b. Address: ________________________________________________________________

______________________________________________________________

c. Years with firm: ________________________________

d. Years in current position: ________________________________

e. Licenses held: __________________________________________________________

f. Years experience with school district, university, and/or community college district projects: ________________________________

g. Years performing similar complex new construction projects for community colleges/universities: ________________________________

h. Recent comparable project references (list at least three):

<table>
<thead>
<tr>
<th>Name</th>
<th>Contact</th>
<th>Phone</th>
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G. Contractor's Insurance
a. Insurance Information - The District will utilize the SEWUP OCIP (Owner Contracted Insurance Program) Program administered by Keenan & Associates. Pre-qualified bidders and the firm (and its subcontractors) awarded a contract for construction will be required to conform to the requirements of the OCIP Program. The OCIP program will provide coverage as follows:

i. General Liability: Up to $5,000,000/occurrence and $10,000,000 Annual Aggregate. Deductible is $250,000/occurrence and will be paid by the party or parties responsible for the loss or damage and will not be reimbursed by the OCIP Insurance Program.

ii. Worker's Compensation: Project limits will conform to statutory requirements with Employer's Liability of $1,000,000 occurrence/aggregate. Deductible is $250,000/occurrence and will be paid by the party or parties responsible for the loss or damage and will not be reimbursed by the OCIP Insurance Program.

iii. Contractor's Pollution Liability: $25,000,000 occurrence/program aggregate. Deductible is $10,000/occurrence and will be paid by the party or parties responsible for the loss or damage and will not be reimbursed by the OCIP Insurance Program.

iv. Builder's Risk "Course of Construction" Insurance: Limit is based on the project value, and includes coverage for flood, earthquake and soft costs. Deductibles are $10,000 - $25,000/occurrence and will be paid by the party or parties responsible for the loss or damage and will not be reimbursed by the OCIP Insurance Program.
v. Any other insurance coverage (e.g., automobile, mold/fungi, offsite fabrication) required by the contractor, and not mentioned above will be provided by the contractor.

vi. Contractor furnished Comprehensive Automobile Liability, covering all owned, non-owned, and hired vehicles.

1. Insurance coverage amount(s) shall be no less than: $2,000,000 combined single limit.

1. List all insurers contractor utilized in the past five (5) years. Use separate signed sheets as necessary, with all requested information.

   a. Name of insurance company (“Insurer”): __________________________

   b. Address of Insurer: _____________________________________________

   c. Name of agent: ________________________________________________

   d. Address of agent: ______________________________________________

   e. Telephone number of agent: ________________________________

   f. Years contractor has been with this Insurer: ________________

   g. Amounts paid out by Insurer in the past five (5) years that were in any way related to construction activities of your firm and/or any firm identified in Section B (Please provide an explanation on separate signed sheets): $ ________________________________

   h. Insurer’s “Best” rating: ________________________________

2. In the past five (5) years, has any insurance carrier, for any form of insurance, refused to renew an insurance policy for your firm? (Please circle one.)

   YES ☐       NO ☐

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

A. Similar Projects
   1. Has your firm and/or any firm identified in Section II.B. and/or Section II.C. above contracted for and completed construction of a minimum of three (3) similar complex new construction projects for a community college/university each with a minimum contract for construction of $24,000,000, within the past five (5) years?
      
      Yes ☐ No ☐

      If yes, list both the last three (3) and largest three (3) similar complex new construction projects for a community college/university performed in California within the last five years.

      | LAST THREE SIMILAR PROJECTS |
      |-----------------------------|
      | Owner/Project Name/Location | Date Completed | Value of Project |
      | 1                           |               |                |
      | 2                           |               |                |
      | 3                           |               |                |

      | LARGEST THREE SIMILAR PROJECTS |
      |-------------------------------|
      | Owner/Project Name/Location    | Date Completed | Value of Project |
      | 1                             |               |                |
      | 2                             |               |                |
      | 3                             |               |                |

   2. Please attach a separate signed sheet of paper providing a description of each of the last three and largest three similar complex new construction projects for a community college/university performed in California ("Description of Last/Largest Three Similar Projects"). At a minimum, this description should address the following: (i) What did the project consist of?; (ii) What were the original time constraints and were they met?; (iii) What was the original project budget, final contract amount, and change order value?; (iv) What cost control measures were taken? (v) Describe the staging requirements for the project; (vi) Were there any special circumstances involved with the project? i.e., CEQA/EIR restrictions, labor agreement requirements, site specific requirements, etc. Please provide a contact reference for verification for each project, including name, title, and phone number.

B. Default or Bankruptcy
   Has your firm and/or any firm identified above in Section II.B. and/or Section II.C., either performing work under its current license or under licenses through other entities, including a joint venture, defaulted on a contract, declared bankruptcy or been placed in receivership within the past five (5) years?

   Yes ☐ No ☐
C. **Licensure**
Has your firm and/or any firm identified in Section II.B. and/or Section II.C. above held all contractors license(s) necessary to perform its work, and have those license(s) been consistently active for at least five (5) years without revocation or suspension?

- Yes ☐
- No ☐

To prequalify for the Project, the contractor is required to possess one or more of the following State of California Contractor Licenses: A or B.

D. **Disqualification, Prohibition**
Has your firm and/or any firm identified above in Section II.B. and/or Section II.C. been disqualified, debarred, forbidden, found non-responsible, or otherwise prohibited, from performing work and/or bidding on work on any project within the State of California or on work for any community college district, university, school district, or other public agency within the State of California within the past five (5) years? (Please circle one).

- Yes ☐
- No ☐

E. **Termination**
Has your firm and/or any firm identified in Section II.B. and/or Section II.C. been terminated by any owner, including any community college district, university, school district, or other public agency, on any project, including any project for a community college district, school district, or other public agency, within the State of California within the past five (5) years? (Please check one).

- Yes ☐
- No ☐

F. **Liquidated Damages**
Have liquidated damages ever been assessed against your firm and/or any firm identified in Section II.B. and/or Section II.C.?

- Yes ☐
- No ☐

If the answer is “yes,” please provide such documentation on a separate signed sheet.

G. **Bonding Capacity**
Is your firm’s total bonding capacity equal to or greater than the estimated “Bid Day” Cost of Construction of $24,000,000?

- Yes ☐
- No ☐

If the answer is “yes,” please provide a notarized statement that states your firm’s total bonding capacity from an admitted surety insurer that is authorized to issue bonds in the State of California.
IV. PROJECT EXPERIENCE AND REFERENCES

A. ATTACHMENT "A"; Completed New Construction Projects

List all new construction projects in which the contractor has been the general contractor during the past five (5) years on the Completed New Construction Projects form attached as ATTACHMENT "A" and sign the form. For each project, list project size as ‘bid day’ contract amount.

Please include all projects performed under all firm names identified in Section II.A., Section II.B. and Section II.C. Please use and attach additional signed sheets when needed to explain or clarify any response or to include more responses with all requested information.

You may limit your response to the thirty (30) most-recently completed new construction projects if you have completed more than thirty (30) new construction projects in the past five (5) years. Even if they are not within your firm’s thirty (30) most recently completed new construction projects, at least five (5) of the new construction projects listed in ATTACHMENT "A" must be similar complex new construction projects for a community college/university performed in California, with a minimum initial price of $24,000,000, or contractor cannot prequalify for District work for this Project.

B. Site Specific Criteria

ATTACHMENT B; Site Specific Criteria; Current Restrictions is attached to this questionnaire and applies to the work contemplated under this project.

1. Scheduling Criteria:

   a. Fixed Occupancy Date, Limited Extensions Schedule: Due to the preset academic calendar schedules, the NAC Project has a fixed occupancy date and must be substantially completed, with limited extensions, no later than 03/15/15. List completed complex new construction projects with similar schedule constraints and briefly describe the time challenge and how the schedule was met (attach separate sheet if additional space is needed):

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<th>Project &amp; Year Completed</th>
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</table>
b. **Scheduling Qualifications:** The successful bidder will need to demonstrate internal, proactive scheduling expertise and management. Please describe your firm’s scheduling expertise. List individual staff and/or subcontractor experience and provide evidence of project delivery, including initial contract substantial completion date and final substantial completion date for each project identified above. (attach separate sheet if additional space is needed):

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<tr>
<th>Project &amp; Year Completed</th>
<th>Initial Completion Date</th>
<th>Final Completion Date</th>
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2. **High Traffic, Limited Site Access:** This project on the College of Marin Kentfield campus requires access near a high traffic intersection with limited site access. The successful bidder will need to comply with strict traffic control restrictions pursuant to a mitigation plan, which is part of the Environmental Impact Report for the project. List projects your firm has completed which had similar traffic and site access limitations. List similar project and describe limitation and briefly describe efforts made to mitigate challenge (attach separate sheet if additional space is needed):

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<th>Project &amp; Year Completed</th>
<th>Contact</th>
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3. **Tree Preservation:** Preservation of heritage and other trees and landscaping on this site and en route is an essential part of the project. List projects your firm has completed with similar tree preservation concerns, and the measures your firm took to protect the trees (attach separate sheet if additional space is needed):

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<th>Project &amp; Year Completed</th>
<th>Contact</th>
<th>Challenge/Mitigation</th>
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4. **Neighborhood Noise and Disruption Mitigation:** Noise and neighborhood disruption are concerns for this project. The successful bidder will need to comply with a mitigation plan, which is part of the Environmental Impact Report for the project. (A current list of restrictions is attached; however there may be additional restrictions as directed by the District.) List completed projects with similar concerns and briefly describe efforts made to mitigate concerns (attach separate sheet if additional space is needed):

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<th>Project &amp; Year Completed</th>
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5. **Cultural Artifacts Discovery:** This area may contain cultural artifacts (Native American) which would be discovered during construction of foundation, etc. The successful bidder will need to comply with a mitigation plan, which is part of the Environmental Impact Report for the project. (A current list of restrictions is attached; however there may be additional restrictions as directed by the District.) List projects or experience your firm has with procedures for handling discovery of cultural artifacts and briefly describe efforts made to mitigate challenge (attach separate sheet if additional space is needed):

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<th>Project &amp; Year Completed</th>
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</table>
6. **Cost Control**: Construction of the NAC Project is one of the final projects under the Measure C Bond Program and is subject to strict budget constraints. List completed projects or experience your firm has with similar budget constraints, and provide a complete description of your firm’s performance with regard to cost control and the techniques you used to complete these results. For each project listed, please provide the initial contract amount, final contract amount, value of change orders and value of stop notices (attach separate sheet if additional space is needed):

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<th>Project/Cost Control Techniques:</th>
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<th>Project &amp; Year Completed</th>
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<th>Initial Contract Amount</th>
<th>Final Contract Amount</th>
<th>Value of Change Orders</th>
<th>Value of Stop Notices</th>
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7. **Coordination/Supervision of Subcontractors**: The successful bidder will need to utilize proactive, effective coordination and supervision skills to match Project phase and environment. List completed projects with similar concerns and describe effective coordination and supervision skills used to achieve effective results (attach separate sheet if additional space is needed):

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<tr>
<th>Project &amp; Year Completed</th>
<th>Contact</th>
<th>Concern/Measures Taken</th>
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C. **Project References**

For a minimum of three similar complex new construction projects for a community college/university listed in ATTACHMENT "A", provide a reference contact name, title, email and phone number. Reference contacts must be persons directly familiar with the work of the Contractor on the project, and must be able to provide objective evaluation of Contractor's performance and project environment description.
V. BUSINESS LONGEVITY, FINANCIAL STRENGTH AND PERFORMANCE

The District will assign points for the following based on standardized questions that the District will ask each contractor’s references:

A. **Years in Business Under Current License**  ____________years

B. **Contractor's Financial Information**

Contractor must submit an audited financial statement or verified financial statement certified by an officer of the company for the past two (2) full fiscal years. A letter verifying availability of a line of credit may also be attached; however, it will be considered supplemental information only, and is not a substitute for the required audited or certified financial statement.

C. **Contractor's Bonding/Surety**

Contractors must fully comply with all bid conditions including, without limitation, a ten percent (10%) bid bond, a hundred percent (100%) payment bond, and a hundred percent (100%) performance bond. The contractor may substitute securities for any monies withheld by the District to ensure performance under a contract for the Project, in accordance with the provisions of section 22300 of the Public Contract Code. Contractor’s surety must be admitted and authorized to transact business as a surety in California. List all sureties utilized in the past five (5) years. Use separate signed sheets as necessary, with all requested information.

1. Name of bonding company (not agency): __________________________

2. Address of company: __________________________________________

3. Name of agent: ________________________________________________

4. Address of agent: _____________________________________________

5. Telephone number of agent: _________________________________

6. Years contractor has been with this surety: ________________

7. Amounts paid out by or work performed by surety in the past five (5) years that were in any way related to construction activities of contractor and/or any firm identified above in Section II.B. and/or Section II.C. (Please provide an explanation on separate signed sheets):$________________________
8. Has your firm and/or any firm identified in Section II.B. above paid a premium of more than one percent (1%) for a performance and payment bond on any project(s) at any time during the past five (5) years?

Yes ☐ No ☐

If yes, state the percentage paid. You may provide an explanation for a percentage rate higher than one percent, if you wish to do so:
______________________________________________________%

9. During the past five (5) years, has your firm and/or any firm identified above in Section II.B. and/or Section II.C. 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? (Please circle one).

Yes ☐ No ☐

If yes, provide details on a separate signed sheet indicating the date(s) when your firm was denied coverage and the name of the company or companies which denied coverage; and the period(s) during which you had no surety bond in place.

D. Non-Compliance with Applicable Laws

1. Has your firm and/or any firm identified above in Section II.B. and/or Section II.C. been cited and/or assessed any penalties for non-compliance with state and/or federal laws and/or regulations, including OSHA violations, and Labor Code violations, within the past five (5) years? (Please check one).

Yes ☐ No ☐

If “yes,” indicate on separate signed sheet(s) the project name(s), violation(s), and date(s) of incidents.

2. Has your firm and/or any firm identified above in Section II.B. and/or Section II.C. 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 entity?

Yes ☐ No ☐

If “yes,” indicate on separate signed sheet(s), including the person(s) involved, the name of the public entity, the date of the investigation and the grounds for the finding.
3. Has your firm and/or any firm identified above in Section II.B. and/or Section II.C. 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 sheet, including the person(s) involved, the date of the conviction and the grounds for the conviction.

4. Has your firm and/or any firm identified above in Section II.B. and/or Section II.C. ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?

   Yes ☐     No ☐

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

E. Environmental Citations

Has your firm and/or any firm identified above in Section II.B. and/or Section II.C. been cited and/or assessed penalties by the Environmental Protection Agency, any air quality management district, any regional water quality control board, or any other environmental agency within the past five (5) years?

   Yes ☐     No ☐

   If “yes,” indicate on separate signed sheet(s) the project name(s), violation(s), and date(s) of citation.

F. Workers' Compensation Experience Modification Rate

1. State the contractor’s current Workers’ Compensation Experience Modification Rate: ______________________

2. State the contractor's Workers’ Compensation Experience Modification Rate for the past five (5) years (including any firm identified in Section II.B., above):

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3. Within the past five (5) years, has there been a period when your firm and/or any firm identified in Section II.B. above had employees but was without workers’ compensation insurance or state-approved self-insurance?

Yes ☐ No ☐

If yes, indicate on separate sheet(s) of paper the date(s) and reason(s) for the absence of workers' compensation insurance.

4. Within the past five (5) years, has your firm, or any firm identified in Section B above, been cited for any OSHA violations?

Yes ☐ No ☐

If yes, please explain on a separate signed sheet.

G. Experience with Project Labor Agreements (Provisional)

Does your firm and/or any firm identified above in Section II.B. and/or Section II.C. have experience working under project labor agreements/project stabilization agreements?

Yes ☐ No ☐

If yes, please explain on a separate signed sheet.

H. CEQA

Does your firm and/or any firm identified above in Section II.B. and/or Section II.C. have experience working on Projects subject to strict compliance with requirements set forth in a project Environmental Impact Report, including mitigation measures?

Yes ☐ No ☐

If yes, please explain and describe the specific EIR requirements complied with on a separate signed sheet.

VI. SAFETY AND SUBCONTRACTING OF ADDITIONAL HAZARDOUS MATERIAL ABATEMENT:

The Owner has made reasonable efforts to abate and mitigate hazardous materials in the areas of this project. Should additional hazardous materials be discovered during demolition, does Contractor have experience and qualifications for subcontracting abatement on an as-needed, quick response basis?

Yes ☐ No ☐

If yes, please provide project names in which Contractor was responsible for additional, 'on-call' abatement subcontracting: ________________________
____________________________________________________________
____________________________________________________________
VII. CERTIFICATION

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct:

Date: ________________________________

Proper name of contractor: ________________________________

Signature by an officer of the contractor: ________________________________

By: ________________________________

(Print Name)

Title: ________________________________
ATTACHMENT "A"

Completed New Construction Projects

1. Project Name/Identification:
   a. Name of contractor/entity performing work: ____________________________
   b. Project owner: ____________________________
   c. Project architect (name and telephone number): ____________________________
   d. Project Name, Type, and Scope of Work: ____________________________
   e. Project address/location: ____________________________
   f. Original completion date: ____________________________
   g. Date completed: ____________________________
   h. Describe measures taken to adhere to scheduling requirements: ____________________________
   i. Initial contract value (as of time of bid award): ____________________________
   j. Total value of stop notices: ____________________________
   k. Total value of change orders: ____________________________
   l. Final contract value: ____________________________
   m. Describe cost control measures taken: ____________________________
   n. Were liquidated damages assessed (If yes, explain): ____________________________
o. Contact for verification and reference (name, title, email and telephone number)

________________________________________________________

________________________________________________________

p. Describe scope of staging performed and specific staging requirements complied with: ____________________________________________

________________________________________________________

________________________________________________________

q. Describe any additional special circumstances of the project similar and relevant to the NAC Project (i.e., project labor agreements, CEQA requirements, site specific conditions, etc.)

________________________________________________________

________________________________________________________

r. Did the project owner, architect, or construction manager file claim(s) in an amount exceeding $50,000 against you or your firm, or did you or your firm file claim(s) in an amount exceeding $50,000 against a project owner, architect, or construction manager? (Please check one).

Yes ☐ No ☐

If yes, explain and indicate on separate signed sheet(s) the project name(s), claim(s), and date(s) of claim(s).

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: ____________________________

Name
ATTACHMENT “B”

Site Specific Criteria
Current Restrictions

1. **Fixed Occupancy, Limited Extension Schedule:**
   - Due to the preset academic calendar schedules, the NAC Project has a fixed occupancy date and must be substantially completed, with limited extensions, no later than **May 30, 2015**.
   - Limit new construction and related activities to daylight hours between 7:00 A.M. and 5:00 P.M., Monday through Friday and between 9:00 A.M. and 5:00 P.M. on Saturdays.
   - The Environmental Impact Report for the project requires strict adherence to the construction schedule.

2. **High Traffic, Limited Site Access:**
   - Compliance with the Construction Management Plan ("CMP"), including, without limitation, adherence to construction access, hauling and delivery routes, construction staging locations, traffic control measures and procedures, signs, truck marshal directive, parking locations, and measures to avoid impacts to adjoining streets and transit facilities.

3. **Tree Preservation:**
   - Adherence to established nest setback zones for loggerhead shrike and raptors species, if any, and related measures.
   - Avoid adversely affecting trees and specified landscaping on site and en route to site.
   - A plan denoting trees and landscaping areas to be preserved and protected will be included in the bid documents.

4. **Neighborhood Noise and Disruption Mitigation:**
   - Limit new construction and related activities to daylight hours between 7:00 A.M. and 5:00 P.M., Monday through Friday and between 9:00 A.M. and 5:00 P.M. on Saturdays.
   - The Environmental Impact Report for the project requires that all adjacent residents and campus staff and students be notified of the construction schedule in writing or by posting signs. Additionally, nearby residents must be provided with a written schedule of “noisy” construction activities. Strict adherence to the construction schedule is required.
   - Construction equipment shall be well maintained and properly tuned in accordance with manufacturer’s specifications. All equipment shall be checked by a certified mechanic and be determined to be running in proper condition prior to operation. All off-road construction equipment must be equipped with EPA/CARB Tier 3 certified diesel engines or better.
• Construction equipment shall be used judiciously to be as quiet as practical. Quiet models of air compressors and other stationary noise sources shall be used where technology exists.

• Equip all internal combustion engine-driven equipment with mufflers that are in good condition and appropriate for the equipment.

• Locate all staging areas and stationary noise-generating equipment, such as air compressors and portable power generators, where directed by the CMP and/or District. Storage of supplies and equipment shall occur only in areas designated by the CMP and/or District. Green fabric screening construction fencing shall be placed around the site.

• Prohibit all unnecessary idling of internal combustion engines. Equipment must be shut off when not in use, and any idling time shall not exceed five minutes.

• Comply with and follow all directions and instructions concerning noise disturbance given by the Campus Construction Manager.

• Prohibit construction worker radios from being audible beyond the limits of the construction site. Radio noise from construction traffic vehicles may not be audible outside of the vehicle cabin in adjacent neighborhoods or when ingressing or egressing from the construction site.

• Adherence to air quality control measures during new construction, transportation and handling of construction materials, including, without limitation: cover trucks hauling soil, sand, and other loose materials to or from the site, or require all trucks to maintain at least 2 feet of freeboard; sweep paved access roads, parking areas, streets and staging areas daily; water sweepers shall vacuum up excess water to avoid runoff-related impacts on water quality; pave, apply water three times daily, or apply (non-toxic) soil stabilizers on all unpaved access roads, parking areas, and staging areas; water all active construction areas at least twice daily and more often during windy periods – active areas adjacent to existing land uses shall be kept damp at all times, or shall be treated with non-toxic stabilizers or dust palliatives; limit traffic speed on unpaved roads to 15 miles per hour; install sandbags and other erosion control measures and compliance with the Erosion Control Plan and SWPPP; apply non-toxic soil stabilizers to inactive construction areas; and wash tires or tracks of all trucks or equipment leaving the site.

• Impact pile driving shall be avoided where possible. The Construction Vibration Monitoring Plan must be adhered to for impact pile driving within 50 feet of a building.

• Completion of a Construction Debris Recycling Plan must be completed by the Contractor and submitted with building permit applications. This plan shall describe the material diversion method and company, recycling or disposal facility, and estimated quantity of materials as required by the Marin County C&R Recycling and Reuse Plan Form. Upon completion of project construction, contractor shall submit all disposal and recycling receipts for release of the Hold on Final Inspection.

• Compliance with Demolition and Disposal Plan.
5. **Cultural Artifacts Discovery:**
   - Compliance with and adherence to the Treatment Plan, which provides specific treatments and courses of action for areas where ground disturbances are to occur, including procedures and treatments for Native American cultural resources, skeletal, and cremated remains, historic-period deposits, and other archaeological deposits.
   - Prohibit the movement or collection of archaeological materials by construction personnel.

6. **Cost Control:**
   - Construction of the NAC Project is one of the final projects under the Measure C Bond Program and is subject to strict budget constraints.
   - The estimated “Bid Day” Cost of Construction for the NAC Project is $24,000,000.

7. **Effective Coordination and Supervision of Subcontractors:**
   - The successful bidder will need to utilize proactive, effective coordination and supervision skills to match Project phase and environment.
Exhibit “B”

Prequalification Rating System

MARIN COMMUNITY COLLEGE DISTRICT
PREQUALIFICATION EVALUATION PROCEDURE
FOR
NEW CONSTRUCTION OF THE NEW ACADEMIC CENTER (“NAC”) PROJECT

May 16, 2013

Name of Contractor: ____________________________

I. RESPONSIVENESS CRITERIA

Confirm Prequalification Statement Submitted is Responsive – if the answer to any of the questions is “no,” then the Prequalification Statement is nonresponsive. (See Section III.E of Prequalification Information)

A. **Timeliness**
   Has the Contractor submitted its Prequalification Statement on time?
   Yes ☐    No ☐

B. **Completeness**
   Did the Contractor provide all requested information in its submitted Prequalification Statement?
   Yes ☐    No ☐

C. **Signed Under Penalty of Perjury**
   Is the Prequalification Questionnaire signed under penalty of perjury by individuals who have the authority to bind the contractor on whose behalf they are signing?
   Yes ☐    No ☐

D. **Misleading/Inaccurate Information**
   Is the information provided by the contractor misleading or inaccurate in any material manner (e.g., financial resources are overstated; previous violations of law are not accurately reported)?
   Yes ☐    No ☐

E. **Acknowledgement of Receipt of Addenda**
   Did the Contractor acknowledge receipt of all addenda issued by the District?
   Yes ☐    No ☐
II. GENERAL INFORMATION

Confirm Contractor has completed/provided the following information— if the answer to any of the questions is “no,” then the answer to I.B. is also “no”:

A. Contractor’s Information (See Section II.A. of Questionnaire)
   Is the information provided by the contractor responsive?
   Yes ☐ No ☐

B. Current Organization/Structure (See Section II.B. of Questionnaire)
   Is the information provided by the contractor responsive?
   Yes ☐ No ☐

C. Associated Firms (See Section II.C. of Questionnaire)
   Is the information provided by the contractor responsive?
   Yes ☐ No ☐

D. History and Performance (See Section II.D. of Questionnaire)
   Is the information provided by the contractor responsive?
   Yes ☐ No ☐

E. Licenses (See Section II.E. of Questionnaire)
   Is the information provided by the contractor responsive?
   Yes ☐ No ☐

F. Contractor’s Project Personnel (See Section II.F. of Questionnaire)
   Is the information provided by the contractor responsive?
   Yes ☐ No ☐

G. Contractor’s Insurance (See Section II.G. of Questionnaire)
   Is the information provided by the contractor responsive?
   Yes ☐ No ☐
III. ESSENTIAL CRITERIA

Confirm Essential Criteria (See Section III of Questionnaire and Section IV.A of Prequalification Information)

A. Similar Projects

Has the Contractor contracted for and completed a minimum of three (3) similar complex new construction projects for a community college/university in the State of California with a minimum initial price of $24,000,000.00 within the past five (5) years?

Yes □ No □

(If no, then Contractor is not qualified)

B. Default or Bankruptcy

Has the Contractor, either performing work under its current license or under licenses through other entities, including a joint venture, defaulted on a contract, declared bankruptcy, or been placed in receivership within the past five (5) years?

Yes □ No □

(If yes, then Contractor is not qualified)

C. Licensure

To prequalify for the Project, the Contractor is required to possess one or more of the following State of California Contractor Licenses: A or B. Has the Contractor held all current, active contractor’s license(s) necessary to perform its work at all times (i.e. license has not been suspended or revoked) for at least five (5) years?

Yes □ No □

(If no, then Contractor is not qualified)

D. Disqualification, Prohibition

Has the Contractor been disqualified, debarred, found non-responsible or otherwise prohibited, from performing work and/or bidding on work on any community college district, university, school district, or other public agency within the State of California within the past five (5) years?

Yes □ No □

(If yes, then Contractor is not qualified)
E. **Termination**
Has the Contractor been terminated on any project by any owner, including any community college district, university, school district, or other public agency, on any project within the State of California within the past five (5) years?

Yes ☐ No ☐

(If yes, then Contractor is not qualified)

F. **Liquidated Damages**
Were liquidated damages assessed against the Contractor for any of the projects identified by the Contractor on Exhibit A to the Prequalification Questionnaire?

Yes ☐ No ☐

(If yes, then Contractor is not qualified)

G. **Bonding Capacity**
Has Contractor provided a notarized statement that states Contractor’s total bonding capacity (from an admitted surety insure that is authorized to issue bonds in the State of California) meets or exceeds the estimated “Bid Day” Cost of Construction of the NAC Project of $24,000,000?

Yes ☐ No ☐

(If no, then Contractor is not qualified)

IV. **PROJECT EXPERIENCE AND REFERENCES**

A. **ATTACHMENT “A”, Completed New Construction Projects**

To be completed on Evaluation Worksheet.

B. **Site Specific Criteria**

1. **Scheduling Criteria:**
   a. **Fixed Occupancy Date, Limited Extensions Schedule:** Does Contractor have experience with complex new construction projects with similar schedule constraints, and if so, was Contractor able to meet the schedule?

   Yes ☐ No ☐
b. **Scheduling Qualifications:** Has Contractor demonstrated internal proactive scheduling expertise, including staff and subcontractor expertise, and evidence of project delivery?

Yes ☐ No ☐

Numerical Rating: _______ points (out of 20 possible points)

2. **High Traffic, Limited Site Access:** Does Contractor have experience with new construction projects located near a high traffic intersection with limited site access?

Yes ☐ No ☐

Numerical Rating: _______ points (out of 10 possible points)

3. **Tree Preservation:** Does Contractor have experience with construction projects requiring preservation of heritage and other trees?

Yes ☐ No ☐

Numerical Rating: _______ points (out of 5 possible points)

4. **Neighborhood Noise and Disruption Mitigation:** Does Contractor have experience with new construction projects where noise and neighborhood disruption were concerns and mitigation measures were required?

Yes ☐ No ☐

Numerical Rating: _______ points (out of 10 possible points)

5. **Cultural Artifacts Discovery:** Does Contractor have experience with procedures for handling discovery of cultural artifacts in connection with new construction projects?

Yes ☐ No ☐

Numerical Rating: _______ points (out of 5 possible points)

6. **Cost Control:** Has contractor demonstrated adequate and effective cost control measures?

Yes ☐ No ☐

Numerical Rating: _______ points (out of 20 possible points)
7. **Coordination**: Has contractor demonstrated adequate and effective measures are in place for coordination and supervision of subcontractors that are conducive to the demands of the specific Project phase and environment?

   Yes ☐  No ☐

   Numerical Rating: _______ points (out of 20 possible points)

C. **Contact Project References**

   The District must contact each of Contractor’s references for a minimum of three (3) of Contractor’s most recent similar complex new construction projects for a community college/university, including the two (2) largest complex new construction projects. (Use attached Prequalification Evaluation Reference Form).

V. **BUSINESS LONGEVITY, FINANCIAL STRENGTH AND PERFORMANCE**

   To be completed on Evaluation Worksheet.

   **Complete Evaluation Worksheet**

   Insert total score from Evaluation Worksheet  ________

   Contractor must have 140 points TOTAL POINTS or higher to qualify.
The District should fill out the information in Section I and then telephone the contact person(s). The District should then ask the questions in Section II, obtaining the information as to whether the Contractor’s performance in that area was unsatisfactory, below average, average or above average. The District should then complete section III with that information and enter the average of the Total Numerical Rating of all the Evaluation Reference Forms for that Contractor at the corresponding place on the Evaluation Worksheet.

**Section I - General Project Information**

<table>
<thead>
<tr>
<th>Name of Contractor:</th>
<th>Total Contract Costs:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Contract Start/End Dates:</td>
<td></td>
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<tr>
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</table>

<table>
<thead>
<tr>
<th>Project Title:</th>
<th>Actual Completion Date:</th>
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<tbody>
<tr>
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<table>
<thead>
<tr>
<th>Scope of Work:</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Public Agency/School District:</th>
<th>Telephone Number of Contact Person:</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

<table>
<thead>
<tr>
<th>Name of Contact Person:</th>
<th>Date and Time of Interview of Contact Person:</th>
</tr>
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<tbody>
<tr>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Architect Firm:</th>
<th>Principal Architect in Charge of Project:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Section II – Telephone Interview Questions

1. Planning and Coordination of Work
   Did the Contractor pursue and develop a thorough understanding of the scope of work? Did the Contractor proactively anticipate and coordinate agencies and jurisdictions' requirements and procedures? Was the Contractor able to plan and execute complex critical path tasks for successful completion? Please rate the Contractor with respect to planning and coordination of work as either unsatisfactory, below average, average, or above average.

___________________________________________________________________
___________________________________________________________________
___________________________________________________________________
___________________________________________________________________

2. Quality of Work
   Were there quality-related problems on the project? Were these problems attributable to the Contractor? Was the Contractor cooperative in trying to resolve problems? If not, provide specific examples. Please rate the Contractor with respect to quality of work as either unsatisfactory, below average, average, or above average.

___________________________________________________________________
___________________________________________________________________
___________________________________________________________________
___________________________________________________________________

3. Performance and Accountability
   a. Scheduling - Rate the Contractor’s performance with regard to adhering to project schedules. Did the Contractor proactively manage and meet the project schedule? If not, was the delay attributable to the Contractor? Please rate the Contractor with respect to scheduling as either unsatisfactory, below average, average, or above average.

___________________________________________________________________
___________________________________________________________________
___________________________________________________________________
___________________________________________________________________
b. Supervision - Subcontractor and Project Management - Rate the Contractor's ability to manage and coordinate subcontractors (if no subcontractors, rate the Contractor's overall supervision and project management). Was the Contractor able to effectively resolve problems? If not, provide specific examples. **Please rate the Contractor with respect to project management as either unsatisfactory, below average, average, or above average.**

___________________________________________________________________
___________________________________________________________________
___________________________________________________________________
___________________________________________________________________

c. Staging – Rate the Contractor’s performance with regard to staging requirements. Did the Contractor keep staging areas clean and free from debris? Did the Contractor comply with set staging requirements, if any, and if so, what were the requirements? **Please rate the Contractor with respect to staging as either unsatisfactory, below average, average, or above average.**

___________________________________________________________________
___________________________________________________________________
___________________________________________________________________
___________________________________________________________________

d. Safety and Additional hazardous material abatement - Was Contractor able to coordinate timely abatement of additional hazardous material uncovered during demolition? Did Contractor have effective safety measures in place? **Please rate the Contractor with respect to coordination of additional abatement and safety as unsatisfactory, below average, average, or above average.**

___________________________________________________________________
___________________________________________________________________
___________________________________________________________________
___________________________________________________________________
e. Change Orders - Rate the Contractor's performance with regard to change orders and extras. Did the Contractor unreasonably claim change orders or extras? Were the Contractor's prices on change orders and extras reasonable? If not, provide specific examples. Please rate the Contractor with respect to change orders as either unsatisfactory, below average, average, or above average.

___________________________________________________________________
___________________________________________________________________
___________________________________________________________________
___________________________________________________________________

f. Working Relationships - Rate the Contractor's working relationships with other parties (i.e. owner, designer, subcontractors, etc.). Did the Contractor relate to other parties in a professional manner? If not, provide specific examples. If not, provide specific examples. Please rate the Contractor with respect to working relationships as either unsatisfactory, below average, average, or above average.

___________________________________________________________________
___________________________________________________________________
___________________________________________________________________
___________________________________________________________________

g. Paperwork Processing - Rate the Contractor's performance in completing and submitting required project paperwork (i.e. submittals, drawings, requisitions, payrolls, etc.). Did the Contractor submit the required paperwork promptly and in proper form? If not, provide specific examples. Please rate the Contractor with respect to paperwork processing as either unsatisfactory, below average, average, or above average.

___________________________________________________________________
___________________________________________________________________
___________________________________________________________________
___________________________________________________________________
h. Litigation - Rate the Contractor's performance with regard to litigation. Were there claims in an amount exceeding $50,000 against the Contractor or filed by the Contractor? (i.e. above average is less than $50,000 total in claims; average below average and unsatisfactory is based on the particular circumstances) Please rate the Contractor with respect to litigation as either unsatisfactory, below average, average, or above average.
Section III - Numerical Rating

If the contact person rates the Contractor unsatisfactory in any area, please attempt to provide written comments in Section II to explain the rating(s) assigned.

Contractor's Name: _______________________________________

<table>
<thead>
<tr>
<th></th>
<th>Unsatisfactory</th>
<th>Below Average</th>
<th>Average</th>
<th>Above Average</th>
<th>RATING</th>
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<td>5</td>
<td>10</td>
<td>15</td>
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<td>2. Quality of Work</td>
<td>0</td>
<td>1</td>
<td>3</td>
<td>5</td>
<td></td>
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<td>3. Performance and Accountability</td>
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</tr>
<tr>
<td>a. Scheduling</td>
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<td>1</td>
<td>2</td>
<td>3</td>
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<td>b. Supervision; Subcontractor and Project Management</td>
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<td>1</td>
<td>2</td>
<td>4</td>
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<tr>
<td>c. Staging</td>
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<td>0</td>
<td>1</td>
<td>2</td>
<td></td>
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<tr>
<td>d. Safety and Additional Hazardous Material Abatement</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>e. Change Orders</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>f. Working Relationships</td>
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<td>0</td>
<td>1</td>
<td>2</td>
<td></td>
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<td>g. Paperwork Processing</td>
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<td>2</td>
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<tr>
<td>h. Litigation</td>
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<tr>
<td><strong>Total</strong></td>
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<td><strong>Maximum Possible</strong></td>
<td>0</td>
<td>10</td>
<td>25</td>
<td>40</td>
<td></td>
</tr>
</tbody>
</table>
PREQUALIFICATION EVALUATION WORKSHEET

Name of Contractor: ________________________________

NAME OF EVALUATOR: __________________________ DATE: ____________

I. Responsive Criteria
(If any one of the responsive criteria is not met, there is no need to complete the remainder of
the evaluation).

I.A Timeliness of Prequalification Statement? Yes No
I.B Completeness? Yes No
I.C Signed Under Penalty of Perjury? Yes No (See Questionnaire Section VII)
I.D Information is Accurate/Not Misleading? Yes No

II. General Information
(If Contractor has failed to complete any one of the general information questions, the
Prequalification Statement is not complete [see Responsive Criteria, I.B. above])

II.A Contractor’s information Yes No
II.B Current organization/structure Yes No
II.C Associated firms Yes No
II.D History and performance Yes No
II.E Licenses Yes No
II.F Project Personnel Yes No
II.G Contractor’s Insurance Yes No

III. Essential Criteria
(If any one of the essential criteria is not met, there is no need to complete the remainder
of the evaluation).

Contractor meets Criteria described?

III.A Similar projects Yes No (If no, then Contractor is not qualified)
III.B Bankruptcy Yes No (If yes, then Contractor is not qualified)
III.C Licensure Yes No (If no, then Contractor is not qualified)
III.D Barred Yes No (If yes, then Contractor is not qualified)
III.E Termination Yes No (If yes, then Contractor is not qualified)
III.F Liquidated Damages Yes No (If yes, then Contractor is not qualified)
III.G Bonding Capacity Yes No (If no, then Contractor is not qualified)

IV. Project Experience and References

A. Size of Completed Similar Projects (30 possible points = 15% of score) (See Section III.A of
Questionnaire and Attachment A)

Choose the one with the highest point value that contractor meets.

<table>
<thead>
<tr>
<th>Projects Size</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completed Projects</td>
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<tr>
<td>$60 million</td>
<td>30</td>
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<tr>
<td>$40 million</td>
<td>25</td>
</tr>
<tr>
<td>$30 million</td>
<td>22</td>
</tr>
<tr>
<td>$24 million</td>
<td>20</td>
</tr>
</tbody>
</table>

Note: Exhibit A must contain at least three complex new construction projects for a community
college/university with a minimum initial price of $24,000,000.00 or contractor cannot prequalify
B. **Site Specific Criteria**  (90 possible points = 45% of score; rate Contractor in each category)  
These criteria are particularly important to the District as predictors of success, and Contractor responses will be scored. *(See Section IV.B. of Questionnaire)*

| Experience with fixed occupancy date, limited extensions schedule (demonstrated in-house scheduling expertise) | Max points = 20 Points |
| Experience with high traffic, limited site access | Points |
| Experience with tree preservation | Points |
| Experience with neighborhood noise and disruption mitigation | Points |
| Experience with cultural artifacts discovery | Points |
| Experience with cost control measures | Points |
| Experience with Effective Subcontractor Coordination and Supervision Measures | Points |

C. **References**  (40 possible points = 20% of score)  
Use the attached Evaluation Reference Form for each reference contacted for each contractor. Insert the average of all the scores from all references for each contractor.

| Average Numeric Rating from Evaluation Reference Forms | = 40 Points |

V. **Business Longevity, Financial Strength, Performance**  (40 possible points = 20% of score)

A. **Years in Business under Current License**  (See Section V.A. of Questionnaire – 7 possible points)

| 10 or more years | = 7 Points |
| 5 to 9 years | = 5 Points |
| 2 to 4 years | = 3 Points |
| 0 to 2 years | = 0 Points |

B. **Financial Strength** – (assets minus liabilities, excluding line of credit)  (See Section V.B. of Questionnaire – 8 possible points)

| Working Capital; current assets minus current liabilities; 10% or more of $___ million | = 4 Points |
| Net Worth: Current assets minus current liabilities; equal to $___ million | = 4 Points |

C. **Surety Payment on behalf of Contractor**  (See Section V.C. of Questionnaire – 5 possible points)

| 0 Incidents | = 5 Points |
| 1 or more Incidents | = 0 Points |

D. **Non-Compliance with Applicable Laws**  (See Section V.D. of Questionnaire – 5 possible points)

| 0 Projects | = 5 Points |
| 1 Project | = 3 Points |
| 2 or more Projects | = 0 Points |

E. **Environmental Citations**  (See Section V.E. of Questionnaire – 5 possible points)

| 0 Incidents | = 5 Points |
| 1 or more Incidents | = 0 Points |

F. **Workers Compensation Modifier**  (See Section V.F. of Questionnaire – 5 possible points)

| Less than or equal to 1.0 | = 5 Points |
| More than .75 and less than 1.0 | = 3 Points |
| More than 1.0 | = 0 Points |

G. **Labor Agreements**  (See Section V.G. of Questionnaire – 5 possible points)

| 10 Projects | = 5 Points |
| 5 Projects | = 3 Points |
| 0 Projects | = 0 Points |
**H. CEQA** (See Section V.H. of Questionnaire – 5 possible points)

<table>
<thead>
<tr>
<th>Projects</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 Projects</td>
<td>0</td>
</tr>
<tr>
<td>1 Project</td>
<td>3</td>
</tr>
<tr>
<td>2 or more Projects</td>
<td>5</td>
</tr>
</tbody>
</table>

**VI. Safety and Experience Subcontracting Additional Hazardous Material Abatement**

- Yes
- No

Maximum Points: = 200

TOTAL POINTS
Exhibit “C”

Appeal Process

A contractor may appeal the District’s decision. If a contractor decides to appeal the District’s qualification decision, it shall follow this procedure:

A. Contractor shall submit, in writing, within three (3) working days from notification, a request for a written response from the District to explain any aspect of the District’s determination.

B. Within three (3) working days from receipt of the District’s written response to the contractor’s request, contractor may submit, in writing, a request for a meeting with the District’s staff. Contractor may submit with the request any information that it believes supports a finding that District’s determination should be changed.

Contractor’s failure to comply with any of the above time periods shall be deemed acceptance of the District’s determination of the contractor’s prequalification status. Unless a contractor files a timely appeal, the contractor waives any and all rights to challenge the qualification decision of the District, whether by administrative process, judicial process, or any other legal process or proceeding.

There is no appeal of the determination that a contractor does not prequalify where said contractor has failed to submit required information.

The date for submission and opening of bids for a specific project will not be delayed or postponed to allow for completion of an appeal process.
c. The contractor and its subcontractors shall pay all workers on all work performed pursuant to a contract for the Project not less than the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work as determined by the Director of the Department of Industrial Relations, State of California, for the type of work performed and the locality in which the work is to be performed within the boundaries of the District, pursuant to sections 1770 et seq. of the California Labor Code. Prevailing wage rates are also available from the District or on the Internet at http://www.dir.ca.gov.

8. The Prequalification Packages 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. The contents may be disclosed to third parties for purpose of verification, or investigation of substantial allegations, or in the appeal process, however. State law requires that the names of contractors applying for prequalification status shall be public records subject to disclosure.

9. A contractor may be denied prequalification status for either omission of requested information or falsification of information.

END OF DOCUMENT