



## CERRITOS COMMUNITY COLLEGE DISTRICT

### PREQUALIFICATION QUESTIONNAIRE

The Cerritos Community College District ("District") is adopting the Uniform Construction Cost Accounting Procedures under Public Contract Code §2200 et seq. In accordance with the State of California Uniform Public Construction Cost Accounting Commission, the District is inviting all interested licensed contractors to submit their company for inclusion on the District's list of qualified contractors for one calendar year. Per California Public Contract Code §22032, any Public Works Project that is estimated to be below \$175,000 is subject to the Informal Bidding Procedures set forth by the State of California Uniform Construction Cost Accounting Commission. All trade categories are subject to Informal Bidding Procedures. **Contractors that are interested in being on the Prequalified Contractors List are required to have a current license and are subject to verification the Contractors State License Board.**

If you or your company would like to be placed on the District's Prequalified Contractors List, please download this District's prequalification questionnaire:

Today's Date: \_\_\_\_\_

**Bidder Information:**

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite/Office

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Postal Code

Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Website Address \_\_\_\_\_

\_\_\_\_\_  
Contractor's License Number

\_\_\_\_\_  
Contractor's License Classification

\_\_\_\_\_  
Date of Issuance

\_\_\_\_\_  
Expiration Date

\_\_\_\_\_  
Federal Tax ID Number

**Please check the following if they apply to your firm:**

- \_\_\_\_\_ DVBE Certified
- \_\_\_\_\_ Large Business (500 or more employees)
- \_\_\_\_\_ Small Business (Under 500 employees)
- \_\_\_\_\_ Disadvantaged Business (Minority Owned)
- \_\_\_\_\_ Woman-Owned & Operated
- \_\_\_\_\_ Sheltered Workshop
- \_\_\_\_\_ Local (Office within 10 miles of the College)

## Bidder's Principal Contact Information

\_\_\_\_\_

First Name

\_\_\_\_\_

Last Name

\_\_\_\_\_

Title

Email: \_\_\_\_\_ Mobile: \_\_\_\_\_

Please mark the trade categories for which Informal Bidding qualification is requested. The required classification of the California Contractor's License Board for each trade category is identified below.

- Acoustical
- Asbestos Abatement
- Cabinetry/Millwork/Finish Carpentry
- Ceramic Tile
- Concrete
- Doors/Locks/Security
- Earthwork/Grading
- Electrical
- Fencing
- Fire Protection
- Flooring
- General Construction
- Glass/Glazing
- HVAC
- Insulation
- Landscape/Irrigation
- Lath/Plaster
- Metal Stud/Drywall
- Moving/Demolition
- Painting
- Paving/Striping
- Plumbing
- Roofing
- Signage
- Window Coverings

Other

\_\_\_\_\_

## Terms and Conditions

Per the District's terms and conditions, the following insurance documents are required before work can be performed.

1. **ISURANCE REQUIREMENTS**, The Contractor and it's officers, employees, agents, and subcontractors shall, at their expense maintain and comply with Insurance Requirements #a-f below to protect Contractors and District from any and all claims for personal injury, bodily injury and property damage arising from, pertaining to or relating to the scope of work under this agreement.
  - a. **Commercial General Liability** Minimum limits of \$1,000,000 per occurrence and \$2,000,000 general aggregate for personal injury, bodily injury an property damage including products and completed operations. Under insurance Services Office Occurrence Number CA 00n01 (any auto)
  - b. **Automobile Liability** \$1,000,000 per accident for bodily injury and property damage under Business Automobile Liability Coverage Form Number CA 00 01 (any auto)
  - c. Any insurance or self-insurance maintained by the District shall be excess of the Contractor's insurance and shall not contribute with it.
  - d. **Waiver of Subrogation** Contractor agrees that in the event of loss due to any perils for which it has agreed to provide Commercial General and Automobile Liability insurance. Contractor shall look solely to its insurance carrier(s) for recovery and grants a waiver of any right to subrogation which any such insurer of Contractor may acquire against the District by virtue of payments of any loss under this insurance.
  - e. **Certificate of insurance** Contractors shall furnish the District with original certificates of insurance and amendatory endorsements effecting coverage required by this Agreement and indicating a thirty (30) day cancellation notice or notice of reduction in coverage.
  - f. **Additional Insured** Insurance shall name the District and its Board of Trustees, officers, employees, agents and volunteers as Additional Insured under said policy.

Premiums on all insurance policies shall be paid by Contractor and shall be deemed included in this contract.

2. **WORKER'S COMPENSATION** The Contractor and all of their officer's employees, agents, volunteers, and subcontractors agree to. (1) procure and maintain in full force and effect Workers Compensation and Employer's Liability insurance covering its employees and agents while these persons are participating in the scope of work hereunder (2) The insurer for the Contractor shall agree to waive all rights of subrogation against District, its Board of Trustees, officials, employees, agents and volunteers for losses under the terms of the insurance policy which arise from work performed by the Contractor.

Do you currently have the stated amounts of coverage?

- YES    NO

**Reference 1**

District Name \_\_\_\_\_

Project Name: \_\_\_\_\_

District Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Reference 2**

District Name \_\_\_\_\_

Project Name: \_\_\_\_\_

District Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Reference 3**

District Name \_\_\_\_\_

Project Name: \_\_\_\_\_

District Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

## Application for Qualification

A Bidder will **not be** deemed qualified if the answer to any of the following questions in these sections is “**NO**”

	Yes	NO
1. Bidder possesses a valid and current California Contractors’ license for the trades for which Bidder is prequalifying under the name presented on this questionnaire.	<input type="radio"/>	<input type="radio"/>
2. Bidder maintains a commercial General Liability Insurance policy with a coverage amount of at the least \$1,000,000 per occurrence and \$2,000,000 in general aggregate.	<input type="radio"/>	<input type="radio"/>

A Bidder will **not be** deemed qualified if the answer to any of the following questions in these sections is “**YES**”

	Yes	NO
3. Has your firm or any of its owners, officers, or partners ever been found liable in a civil suit, or found guilty in a criminal action, for making any false claim or material misrepresentation to any public entity?	<input type="radio"/>	<input type="radio"/>
4. At any time during the last five (5) years has your firm or any of its owners, officers or partners ever been convicted of a crime involving any federal, state or local law related to construction?	<input type="radio"/>	<input type="radio"/>
5. At any time during the last five (5) years, has your firm or any of its owners, officers or partners ever been convicted of felony fraud (federal or state)?	<input type="radio"/>	<input type="radio"/>

6. Is your firm currently involved in any form of bankruptcy proceedings?     No     Yes

If yes, please explain. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

7. Was your firm in bankruptcy any time during the last five (5) years? This question refers only to bankruptcy action that was not described in the answer to questions 6 above.

No     Yes

If yes, please explain. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## Application for Qualification

8. Has your firm ever failed to complete a construction agreement/contract?  
 No    Yes

If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Has your firm ever been declared in default of a construction contract?  
 No    Yes

If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. Has your firm ever been terminated from a construction contract for cause and/or failure to perform?  No    Yes

If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. Has your firm or any principal of your firm ever been found guilty of violating any federal state or local law, rule or regulation regarding a construction contract?  
 No    Yes

If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. Has Cal-OSHA cited and assessed penalties against your firm for any "serious" "willful" or "repeat" violations of its safety or health regulations in the past five (5) years?  
 No    Yes

If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Application for Qualification

13. Has the EPA, any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against either your firm or the owner of a project on which your firm was the contractors in the past five (5) years? Note: If you have filed an appeal of citation and the appropriate appeals Board has not yet ruled on your appeal, you need not include any information about it.

- No    Yes

If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

14. Has your firm ever been prohibited from bidding on a construction project for failure to comply with applicable federal suspension and debarment regulations, including, but not limited to, regulations implementing Executive Order 12549 (29 C.F.R. Part 98)?

- No    Yes

If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Accuracy and Authenticity

*I declare under penalty of perjury under California law that I am duly authorized to execute this Contractor Qualification Questionnaire on behalf of the identified Contractors. I warrant and represent that I have personal knowledge of each of the responses to this Contractor Qualification Questionnaire and have conducted all necessary and appropriate inquiries to determine the truth, completeness and accuracy of responses to this Contractors Qualification Questionnaire.*

*I declare and certify that the responses to this Contractors Qualification Questionnaire are complete and accurate; there are no omissions of material fact or information that render any responses to be false or misleading and there are no misstatements of fact in any of the responses. I acknowledge and agree that if the District determines that any responses herein is false or misleading or contains misstatements of fact, the Contractor will not be deemed qualified to participate in the Districts Informal Estimate Procedures.*

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Signature

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Print

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Date

The prequalification of Contractors will be based on the criteria as outlined in this questionnaire. The District however reserves the right to reject any/or all applications and to waive any informality in this questionnaire. The District reserves the right to reject the application of any bidder who has previously failed to perform properly, or complete on time contracts of similar nature, or to reject the application of a contractor who is not in a position to perform such contract satisfactory. The District expressly reserves the right to reject the Proposal of any bidder who is in default of payment of taxes, licenses or other monies due to the District.

Thank you, your response is very important to us.