

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
QUESTIONNAIRE FOR EXISTING PREQUALIFIED CONTRACTORS**

_____, 20__

NAME OF CONTRACTOR: _____

Existing prequalified contractors shall submit the following information to continue its qualifications to bid to perform construction work on District facilities:

A. CONTRACTOR'S INFORMATION

Update contact information, if necessary (i.e. name, address, telephone, email).

B. CURRENT ORGANIZATION AND STRUCTURE OF THE BUSINESS

Update structure of business, if necessary (i.e. from sole proprietorship to corporation).

C. ASSOCIATED FIRMS

Update, if necessary, whether any construction firm and/or construction management 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 year. NOTE: For this question, "owner" and "partner" refer to ownership of ten percent (10%) or more of the business, or ten percent (10%) or more of its stock, if the business is a corporation.

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 year? NOTE: A corporation whose shares are publicly traded is not required to answer this question.

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.

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.

Yes____ No____

If "yes," explain on a separate signed sheet.

4. State your firm's gross revenues for the past year:

Year	Gross Revenue
	\$

E. CONTRACTOR'S LICENSES

Update, if necessary, any changes to name, license number, or license classifications have been added or removed in the past year. If there have been any changes, please explain on a separate signed sheet.

F. CONTRACTOR'S REGISTRATION

Provide and/or update, if necessary, any changes to name or registration number in the past year. If there have been any changes, please explain on a separate signed sheet.

G. EVALUATION CRITERIA

1. Essential Criteria

- a. Has any license(s) and/or license classification held by your firm and/or any firm identified in Section B been revoked or suspended in the past year?

Yes____ No____

- b. Is your firm currently registered with the Department of Industrial Relations as a public works contractor?

Yes____ No____

- c. Has your firm and/or any firm identified above in Section B and/or section C ever been disqualified, debarred, forbidden, found non-responsible, or otherwise prohibited, from performing work and/or bidding on work for any school district or other public agency within the State of California within the past year? (Please circle one).

Yes____ No____

- d. Has your firm and/or any firm identified above in Section B and/or Section C been defaulted or terminated on a contract for any school district or other public agency within the State of California within the past year?
- Yes____ No____
- e. Has your firm declared bankruptcy or been placed in receivership within the past year?
- Yes____ No____
- f. Does your firm and/or any firm identified above in Section B and/or Section C have liability insurance policy with a policy limit of at least \$2,000,000 per occurrence and \$4,000,000 aggregate?
- Yes____ No____
- g. Does your firm and/or any firm identified above in Section B and/or Section C have workers compensation insurance policy as required by the California Labor Code or is legally self-insured pursuant to California Labor Code section 3700 *et seq.*?
- Yes____ No____
- h. Can your firm demonstrate that it can provide a 10% bid bond, 100% payment bond, and 100% performance bond, each issued by a surety admitted and authorized to transact business as a surety in California?
- Yes____ No____
- i. Has your firm and/or any firm identified above in Section B and/or Section C, or any of its owners or officers, been convicted of a crime involving the bidding, award or performance of a contract of a government construction project or fraud, theft, or any other action of dishonesty within the past five (5) years?
- Yes____ No____

H. CONTRACTOR'S BONDING/SURETY

Update, if necessary, all bond sureties utilized in the past year, including without limitation any amounts paid out by or work performed by surety in the past year that were in any way related to construction activities of your firm, if your firm 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 year, whether your firm has 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 in the past year, and your firm's total bonding capacity.

I. CONTRACTOR'S INSURANCE (For Firms That Are Corporations):

Update, if necessary, all insurers contractor utilized in the past year, including without limitation any amounts paid out by Insurer in the past year that were in any way related to construction activities of your firm.

J. WORKERS' COMPENSATION EXPERIENCE MODIFICATION RATE

1. State the contractor's current Workers' Compensation Experience Modification Rate: _____
2. Within the past year, has there ever been a period when your firm and/or any firm identified in Section 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.

K. CONTRACTOR'S FINANCIAL INFORMATION

Contractor must submit a reviewed financial statement for the past full fiscal year. A letter verifying availability of a line of credit may also be attached; however, it will be considered as supplemental information only, and is not a substitute for the required financial statement.

L. 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: _____
(Print Name)

Title: _____