TRAVIS UNIFIED SCHOOL DISTRICT
PREQUALIFICATION QUESTIONNAIRE FOR
PROSPECTIVE PRIME CONTRACTORS

Pursuant to Public Contract Code section 20111.6, each prospective prime contractor shall submit the following information to establish its qualifications to perform construction work as the prime contractor on all (1) District lease-leaseback projects, and (2) District projects using state general funds, funds received pursuant to the Leroy F. Greene School Facilities Act of 1998, or any funds received, including funds reimbursed, from any future state school bond for a public project that involves a projected expenditure of $1,000,000 or more must be prequalified.

A. CONTRACTOR'S CONTACT INFORMATION

Firm name: _____

_____

Address: _____

_____

Telephone: _____

Fax: _____

Mobile Telephone: _____

E-mail: _____

By: _____ Date: _____

(Name of individual completing statement)

Years in business as a licensed contractor: _____

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. Under the laws of what state: _____

   c. 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 10% of the corporation's stock.

Name	Position	Years with Co.	% Ownership

2. For Firms that Are Partnerships or LLCs:

   a. Date of formation: _____

   b. Under the laws of what state: _____

   c. Provide all the following information for each partner or member who owns ten percent (10%) or more of the firm.

Name	Position	Years with Co.	% Ownership

3. For Firms that Are Sole Proprietorships:

   a. Date of commencement of business: _____

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.

Name of Firm	% of Ownership of Joint Venture

5. Associated Firms

For any of the above business structures, identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the past three (3) years.

Person's Name	Name of Construction Firm & License No.	Dates of Person's Participation with Firm

Attach all additional references and/or information on separate signed sheets.

C. HISTORY OF THE BUSINESS AND ORGANIZATIONAL PERFORMANCE

1. Has there been any change in ownership of the firm at any time during the past five (5) years? NOTE: A corporation whose shares are publicly traded is not required to answer this question.

☐ Yes ☐ No

If "yes," explain on a separate signed 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 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. Include name of the related company and 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. Has any owner, partner, CSLB qualifier or corporate officer of the firm operated as a contractor under any other name or license number (not listed above) in the last five (5) years?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, including the name and license number of the other company.

5. State your firm's gross revenues for each of the past three (3) years:

Year	Gross Revenue
	$
	$
	$

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

_____

7. Is your firm currently the debtor in a bankruptcy case or was it in bankruptcy at any time during the last five (5) years?

☐ Yes ☐ No

If "yes," please attach a copy of the bankruptcy petition and a copy of the Bankruptcy Court's discharge or any other document that ended the case, if any.

LICENSES/REGISTRATION

8. Please provide the following licensing 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. Public Works Contractor's Registration # as on file with Department of Industrial Relations:_____

9. Has any CSLB license held by your firm or its Responsible Managing Employee or Responsible Managing Officer been suspended or revoked within the last five (5) years?

☐ Yes ☐ No

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

10. Has your firm changed names or license number in the past five (5) years?

☐ Yes ☐ No

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

DISPUTES

11. At any time in the last five (5) years, has your firm been assessed liquidated damages under a construction contract with another public or private owner?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, identifying projects by owner, owner's address, and date of completion.

12. At any time in the last five (5) years, has your firm, or any owners, officers or partners, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any public works project?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, including the name of the person who was associated with that company, the year of the event, owner, owner's address and basis for the action.

13. Is your firm, or any owners, officers or partners, presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or board?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, including the name of the person who was associated with that company, the year of the event, owner, owner's address and basis for the action.

14. At any time in the last five (5) years, has a public agency found your company was not a responsible bidder?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, including the year of the event, owner, owner's address and basis for the finding.

15. In the past five (5) years, has any claim exceeding $50,000 against your firm or by your firm against an owner been filed in court or arbitration concerning your firm's work or payment on a construction project?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, including the project name, court or arbitration case name and number, and a brief description of the status of the claim.

INSURANCE

16. Does prime contractor have liability insurance policy with a policy limit of at least $2,000,000 per occurrence and $4,000,000 aggregate?

☐ Yes ☐ No

If "No," provide on a separate signed sheet what limits are available to the prime contractor.

17. Does prime contractor have current workers' compensation insurance policy as required by the California Labor Code or is prime contractor legally self-insured pursuant to California Labor Code section 3700 et seq.?

☐ Yes ☐ No

18. In the last five (5) years, has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, including the name of the insurance carrier, form of insurance and year of the refusal.

CRIMINAL MATTERS AND RELATED CIVIL SUITS

19. Has your firm or any of its owners, partners or officers ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, identifying who was involved, name of the public agency, date of the investigation and grounds for the filing.

20. In the last five (5) years, has your firm or any of its owners, partners or officers ever been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, including but not limited to, a contract of a government construction project; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, identifying who was involved, name of the public agency, date of conviction and grounds for the conviction.

21. Is your firm or any of its owners, partners or officers presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph 20 of this questionnaire?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, identifying who was involved, name of the public agency, date of conviction and grounds for the conviction.

SAFETY

22. Within the past five (5) years, has the California or federal OSHA cited and assessed against your firm, or any associated firm, for "serious," "willful" or "repeat" violations of its safety or health regulations?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, identifying the citation(s), nature of the violation(s), project, and amount of penalty paid, if any.

23. Within the past five (5) years, has the EPA or any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against your firm or the owner of the project on which your firm was the Contractor?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, describing the citation(s).

24. State the prime contractor's Workers' Compensation Experience Modification Rate for the past three (3) premium years:

Year	Modification Rate

If your EMR is 1.00 or higher, you may attach a letter of explanation.

25. Within the past five (5) years, has there ever been a period when your firm and/or any associated firm had employees but was without workers' compensation insurance or state-approved self-insurance?

☐ Yes ☐ No

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

PREVAILING WAGE AND APPRENTICESHIP COMPLIANCE

26. In the past five (5) years, has there been more than one occasion in which your firm was required to pay either back wages or penalties for your firm's failure to comply with California prevailing wage laws or federal Davis-Bacon prevailing wage requirements?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, describing the nature of the violation(s), project, owner, and amount paid, if any.

27. At any time during the past five (5) years, has your firm been found to have violated any provision of California apprenticeship laws or regulations, or laws pertaining to use of apprentices on public works projects?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, including date(s) of such findings and attaching the DAS' final decision(s).

BONDING

28. Have you attached a notarized statement from an admitted surety insurer (approved by the California Department of Insurance and authorized to issue bonds in the State of California), which states your current bonding capacity (both single job limit and aggregate limit)? NOTE: Contractor must have independent capacity to provide a 10% bid bond, 100% payment bond, and 100% performance bond, each issued by an admitted surety insurer, without bonding by subcontractors.

☐ Yes ☐ No

29. Provide the name, address and telephone number of the surety agent:

_____

_____

_____

_____

30. List all sureties that have written bonds for your firm currently and during the last five (5) years:

Name	Address	Dates of bonds

31. In the last five (5) years, has any surety paid on your firm's behalf as a result of a default to satisfy any claims made against a payment or performance bond issued on your firm's behalf?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, including the amount of each claim, name and telephone number of claimant, date of and grounds for the claim, and present status.

32. If your firm was required to pay a premium of more than 1% for a performance and payment bond on any project on which your firm worked in the last five (5) years, state the percentage that your firm was required to pay: _____.

You may explain on a separate sheet, why you were required to pay a premium of more than 1%.

33. In the last five (5) years, has your firm ever been denied bond coverage by a surety company, or has there ever been a period of time when your firm had no surety bond in place when one was required?

☐ Yes ☐ No

If "yes," explain on a separate signed sheet, including the name of the surety company and the period during which your firm had no bond in place.

D. PROJECT REFERENCES

On the form attached as **Exhibit A**, list all California K-12 projects (both under construction and completed) during the past five (5) years, using the lease-leaseback project delivery method and/or with a total contract price of $1 million or more, in which the contractor under all firm names identified in Section B has participated. Use and attach additional signed sheets when needed to explain or clarify any response or to include more responses with all requested information.

E. FINANCIAL INFORMATION

Prime contractor must submit a reviewed financial statement with accompanying notes and supplemental information 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 financial statement.

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 Prime Contractor: _____

_____

Signature by an officer of the Prime Contractor: _____

Print Name: _____

Title: _____

EXHIBIT A

a. Project Name: _____

_____

b. Project address/location: _____

_____

c. Owner (name of district reference and tel. no.): _____

_____

_____

d. Architect (name and tel. no.): _____

_____

e. Construction Manager (name and tel. no.): _____

_____

f. Scope of Work: _____

_____

_____

g. Was/Is this a lease-leaseback project? _____

h. Original completion date: _____

i. Actual date of completion: _____

j. Time extensions granted: _____

k. Initial contract value: _____

l. Final contract value: _____

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

Date: _____ _____

Name