



County of Santa Cruz

COUNTY ADMINISTRATIVE OFFICE

701 OCEAN STREET, SUITE 520, SANTA CRUZ, CA 95060-4073

(831) 454-2100 FAX: (831) 454-3420 TDD: (831) 454-2123

SUSAN MAURIELLO, J.D., COUNTY ADMINISTRATIVE OFFICER

January 17, 2006

Agenda: January 24, 2006

BOARD OF SUPERVISORS
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

APPROVAL FOR PRE-QUALIFYING PROCESS FOR TENANT IMPROVEMENTS- WATSONVILLE COURT PROJECT

Dear Members of the Board,

On November 8, 2005 your Board approved an amendment to an agreement with Griffin Realty IV, LLC to provide continued project management services for the Watsonville Superior Court tenant improvements, including construction design services through LPA architects, and construction management services through Devcon Construction, Inc. (DCI). The purpose of this letter is to request your Board's authorization for DCI to conduct a pre-qualification process for prospective bidders for the Court component of the Watsonville Civic Plaza Project. The pre-qualification process provides assurance that the selected licensed contractors have the financial capacity, related experience and performance, historical safety records, insurance, and bonding capacity required to effectively perform all of the required work for the County and the City of Watsonville.

DCI was authorized by the City to use the pre-qualification process for the core and shell work of the Civic Plaza Project, and the City was very satisfied with this approach. Since the City and the Court tenant improvements will be through separate contracts with Griffin and DCI, both the County and the City are required to approve the process. A letter from the Watsonville City staff recommending authorization for the pre-qualification process for the City Library and City Hall tenant improvements has been placed on the Watsonville City Council's agenda for January 24, 2006.

Attached are the pre-qualification documents that have been prepared by DCI based on the model documents provided by the State Department of Industrial Relations (DIR). These documents incorporate the requirements for the pre-qualification process that are set forth in Public Contract Code section 20101. County Counsel has reviewed the documents for consistency with the Public Contract Code requirements. Upon approval by your Board and the City Council of the prequalification process, DCI will send notices to contractors for the pre-qualification submittals that will be due February 28, 2006. DCI will review the submittals for compliance with the pre-qualification criteria with City and County staff, and once pre-qualified


contractors are selected, they will be invited to bid on all components of the tenant improvement project in order to achieve the maximum cost-efficiency for the project.

The bidding process will occur after approval by your Board and the City Council of the plans and specifications and guaranteed maximum price for the tenant improvements, which is currently scheduled for late March 2006. Construction of the tenant improvements is estimated to begin in July 2006 with completion in Spring 2007.

It is therefore Recommended that your Board:

- 1) Approve a pre-qualification process for the Watsonville Court tenant improvements consistent with the requirements of Public Contract Code section 20101 and 20101(d); and,
- 2) Approve the attached pre-qualification documents prepared by Devcon Construction Inc. for the Watsonville Civic Plaza Project tenant improvements based on the Department of Industrial Relations model documents.

Very truly yours,



Susan A. Mauriello
 County Administrative Officer

- cc. Superior Court
 County Counsel
 Sheriff-Coroner
 General Services
 Carlos Palacios, City Manager, City of Watsonville
 Bob Berry, City of Watsonville, Department of Public Works
 Jan Davison, Consultant
 Griffin Realty IV, LLC
 Devcon Construction, Inc.
 LPA
 On Line Consulting Services

**PRE-QUALIFICATION SUBMITTAL
WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
PREPARATION AND INFORMATION**

**THE CITY OF WATSONVILLE,
REDEVELOPMENT AGENCY OF THE CITY OF WATSONVILLE
&
SANTA CRUZ COUNTY
WATSONVILLE BLOCK 200 - CIVIC PLAZA TENANT IMPROVEMENT PROJECT**

OWNERS

The City of Watsonville
250 Main Street
Watsonville, CA 95077

The Redevelopment Agency of the City of Watsonville
250 Main Street
Watsonville, CA 95077

Santa Cruz County
701 Ocean Street
Santa Cruz, CA 95062

PROJECT MANAGER

Griffin Structures
385 Second Street
Laguna Beach, CA 92651

DESIGN ARCHITECT

LPA Architecture
17848 Sky Park Circle
Irvine, CA 92614

Hidell Architects
3033 Kellway Dr., Suite #120
Dallas, TX 75006

CONSTRUCTION MANAGER

Devcon Construction, Inc.
690 Gibraltar Drive
Milpitas, CA 95035

MECHANICAL, ELECTRICAL, & PLUMBING

Glumac International
16845 Von Karman Avenue, Suite 250
Irvine, CA 92606

SECURITY, DATA & TELECOMMUNICATION

On-Line Electric
388 Seventeenth St., Suite 23
Oakland, CA 94612

Konsortium 1
01532 Brockhollow Dr.
Santa Ana, CA 92705

PRE-QUALIFICATION SUBMITTAL
WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
PREPARATION AND INFORMATION

PROJECT DESCRIPTION

The 130,000 square-foot Civic Plaza Tenant Improvement will be constructed in downtown Watsonville on the corner of 2nd and Main Streets. The design consists of a three tenant build-out including the City Hall Chambers and office space, the Watsonville Library and the Watsonville Courts.

Given the budget constraints imposed by the City, Agency & County for this project, the City, Agency & County have the option to proceed or not to proceed with construction.

GENERAL

The City, Agency & County are seeking to pre-qualify contractor firms for anticipated work associated with the construction of the Watsonville Civic Plaza – Tenant Improvements. The general scope of work for the bidding trades is listed below. A multiple prime contract delivery method will be utilized for this project. The City, Agency & County will bid separate contracts for each major trade to be managed by the City, Agency & County's Construction Management **firm**, Devcon Construction, Inc.

A general summary of work is listed below. To pre-qualify, prospective bidders must have the average annual volume over the previous 3 years as specified on pages 5, 6, & 7 and have experience on at least three (3) projects similar in nature and of the minimum estimated value specified on page 2 within the last 3 years. At least 75% of the work must be performed by their own forces:

Concrete Construction: Scope of work includes, but is not limited to all concrete work. To pre-qualify, subcontractor's average annual volume for the past 3 years must be **\$2.5** million.

Masonry: Scope of work includes, but is not limited to all masonry and masonry reinforcement. To pre-qualify, subcontractor's average annual volume for the past 3 years must be **\$2.5** million.

Miscellaneous Metals: Scope of work includes, but is not limited to all miscellaneous and ornamental metals. To pre-qualify, subcontractor's average annual volume for the past 3 years must be **\$4** million.

Millwork: Scope of work includes, but is not limited to all millwork and wood paneling. To pre-qualify, subcontractor's average annual volume for the past 3 years must be **\$3.5** million.

Insulation, Firesafing & Firestopping: Scope of work includes, but is not limited to all acoustical and thermal insulation, firesafing @ rated openings and firestopping. To pre-qualify, subcontractor's average annual volume for the past 3 years must be **\$9** million.

PRE-QUALIFICATION SUBMITTAL
WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
PREPARATION AND INFORMATION

Architectural Sheetmetal and Expansion Joint: Scope of work includes, but is not limited to all architectural sheetmetal, flashing and expansion joints. To pre-qualify, subcontractor's average annual volume for the past 3 years must be \$8 million.

Doors, Frames & Hardware: Scope of work includes, but is not limited to all doors, frames & hardware. To pre-qualify, subcontractor's average annual volume for the past 3 years must be **\$15** million.

Roll-up Doors: Scope of work includes, but is not limited to all roll-up doors. To pre-qualify, subcontractor's average annual volume for the past 3 years must be **\$1.5** million.

Hydraulic Folding Doors: Scope of work includes, but is not limited to all hydraulic folding doors. To pre-qualify, subcontractor's average annual volume for the past 3 years must be **\$500,000**.

Glass & Glazing: Scope of work includes, but is not limited to all frames, glass & glazing. To pre-qualify, subcontractor's average annual volume for the past 3 years must be **\$11** million.

Metal Studs, Gypsum Board & Plaster: Scope of work includes, but is not limited to all metal studs, gypsum board & plaster. To pre-qualify, subcontractor's average annual volume for the past 3 years must be \$18 million.

Ceramic Tile & Stone: Scope of work includes, but is not limited to all Ceramic tile and Stonework . To pre-qualify, subcontractor's average annual volume for the past 3 years must be \$3 million.

Acoustical Ceiling Tile: Scope of work includes, but is not limited to all Acoustical Ceiling Tile & Grid. To pre-qualify, subcontractor's average annual volume for the past 3 years must be **\$3.5** million.

Floor Covering: Scope of work includes, but is not limited to all floor covering. To pre-qualify, subcontractor's average annual volume for the past 3 years must be **\$10** million.

Painting: Scope of work includes, but is not limited to all painting, fabric wrapped panels & vinyl wall covering. To pre-qualify, subcontractor's average annual volume for the past 3 years must be **\$7** million.

Signage: Scope of work includes, but is not limited to all signage. To pre-qualify, subcontractor's average annual volume for the past 3 years must be \$6 million.

**PRE-QUALIFICATION SUBMITTAL
WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
PREPARATION AND INFORMATION**

Toilet Partitions & Accessories: Scope of work includes, but is not limited to all toilet partitions, bathroom accessories and lockers. To **pre-qualify, subcontractor's average annual volume for the past 3 years must be \$1.5 million.**

Plumbing: Scope of work includes, but is not limited to all plumbing. To **pre-qualify, subcontractor's average annual volume for the past 3 years must be \$13 million.**

Fire Protection: Scope of work includes, but is not limited to all fire protection systems. To **pre-qualify, subcontractor's average annual volume for the past 3 years must be \$5 million.**

Mechanical: Scope of work includes, but is not limited to all mechanical systems. To **pre-qualify, subcontractor's average annual volume for the past 3 years must be \$15 million.**

Electrical: Scope of work includes, but is not limited to all electrical, fire alarm, security, tele-data & audio visual systems. To **pre-qualify, subcontractor's average annual volume for the past 3 years must be \$45 million.**

Please refer to the Notice To Contractors included in this package for required deadlines. Each prospective contractor must successfully complete the pre-qualification questionnaire, provide all materials requested herein, and be approved by the City, Agency & County and Construction Manager to be on the final qualified bidders list. The City, Agency & County and Construction Manager will not accept submission of incomplete documentation. Incomplete documentation will result in the rejection of the prospective contractor.

Answers to questions contained in the attached questionnaire, information about current bonding capacity, notarized statement from surety, and the most recent reviewed or audited financial statements, with accompanying notes and supplemental information, are required. The City, Agency & County and Construction Manager will use these documents as the basis of rating prospective contractors in respect to the size and scope of contracts upon which each prospective contractor is qualified to bid. The City, Agency & County and Construction Manager reserve the right to check other sources available. The City, Agency & County and Construction Manager's decision will be based on objective evaluation criteria.

The City, Agency & County and Construction Manager reserve the right to adjust, increase, limit, suspend or rescind the pre-qualification rating based on subsequently learned information. Contractors whose rating changes sufficient to disqualify them will be notified, and given an opportunity for a hearing consistent with the hearing procedures described below to appeal a pre-qualification rating.

**PRE-QUALIFICATION SUBMITTAL
WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
PREPARATION AND INFORMATION**

APPEALS PROCEDURE

Any Contractor who the City, Agency & County determines is not qualified or responsible shall have the right to a hearing to protest that determination. The protest by the Contractor shall be undertaken at the Contractor's expense. The Contractor shall initiate a protest by delivering to the Clerk / Agency Secretary a written notice requesting a hearing. The Contractor shall deliver such written notice to the Clerk / Agency Secretary within three (3) days of being notified that they are not qualified or responsible. The Contractor waives its right to challenge the City, Agency & County's decision if it fails to deliver the notice within the three (3) business days.

The City's Governing Board & the County's Governing Board (Governing Boards) shall hear the appeal prior to the distribution of bid packages to the other Contractors determined to be responsible and qualified. The hearing conducted by the Governing Boards shall be informal and need not be an evidentiary hearing. At the hearing, the Contractor will be given the opportunity to present information and present reasons in opposition to the rating.

The Governing Boards shall consider all evidence, information and arguments submitted by the Contractor relevant to the City, Agency & County's determination, the City, Agency & County's response to such evidence, information and arguments, and any other information the Governing Board deems relevant. Promptly following the hearing, the Governing Boards shall issue a written decision whether the Contractor is qualified or not qualified. The Governing Boards shall sustain the appeal if the appealing party demonstrates by clear and convincing evidence that, as specified above, the City, Agency & County acted improperly in disqualifying the Contractor. The decision of the Governing Boards shall be final.

While it is the intent of the pre-qualification questionnaire and documents required therewith to assist City, Agency & County in determining bidder responsibility prior to bid and to aid the City, Agency & County in selecting the lowest responsible bidder, neither the fact of pre-qualification, nor any pre-qualification rating, will preclude the City, Agency & County from a post-bid consideration and determination of whether a bidder has the quality, fitness, capacity and experience to satisfactorily perform the proposed work, and has demonstrated the requisite trustworthiness.

All information provided by prospective contractors will be kept confidential to the extent permitted by law. However, by requesting pre-qualification, the contractor agrees that the contents of the submittal may be disclosed to third parties for the purpose of verification, or investigation of substantial allegations, or in the appeal hearing. Also, the names of prospective contractors applying for pre-qualification status will be subject to disclosure.

**PRE-QUALIFICATION SUBMITTAL
WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
PREPARATION AND INFORMATION**

PREQUALIFICATION GUIDELINES

The City, Agency & County is seeking qualified General Requirements contractors with applicable experience comparable to the planned New Block 200 Civic Plaza Tenant Improvements. Comparable experience is defined as having completed three (3) projects within the past 3 years of equal or greater value that includes performance of the trade work. The City, Agency & County will award a contract to the lowest responsive contractor that has been deemed qualified after participation in the pre-qualification process.

Please refer to the Notice To Contractors included in this package for required deadlines. Each prospective General Requirements contractor must successfully complete the pre-qualification process outlined in this document. No other pre-qualification process completed for the City, Agency & County will meet these requirements.

Prospective Civic Plaza Tenant Improvement contractors must submit "Statements of Qualifications" (SOQ) by completing the Pre-Qualification Submittal Questionnaire package. All information requested in the Pre-Qualification Questionnaire must be submitted in order to be considered for pre-qualification. Questionnaire, with any attachments or other supplemental information, must be submitted in a complete package by the date stated in the Notice To Contractors. The City, Agency & County will not accept information or documents from other parties. Submission of incomplete and/or unclear Pre-Qualification Submittal Questionnaire will result in rejection of the prospective contractor.

Any questions or requests must be submitted in writing to the Construction Manager.

PREPARATION OF PRE-QUALIFICATION SUBMITTALS

The submittal information should be presented in a binder and separated by section dividers. Oversize drawings (larger than 11x17), if provided, should be folded and inserted in plastic carriers. Three (3) copies of the Pre-Qualification Submittal shall be delivered to the Construction manager. The completed Pre-Qualification Submittal should not exceed **44** pages. The City, Agency & County and Construction Manager reserve the right to waive minor irregularities and omissions in the information contained in the pre-qualification application submitted and the form of such information.

**PRE-QUALIFICATION SUBMITTAL
WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
PREPARATION AND INFORMATION**

EVALUATION AND ANALYSIS

Compliance with minimum qualifications of prospective contractors will be determined from the information submitted in each Pre-Qualification Questionnaire Submittal. The City, Agency & County and Construction Manager reserve the right to verify from other available sources the information provided by the Contractor and to rely upon such information gathered during the verification process. The City, Agency & County and Construction Manager's decision will be based on objective evaluation criteria. Further consideration of a prospective contractor's qualifications will be made only if the prospective contractor meets all of the following minimum requirements:

- Submission of a properly completed and signed Declaration (*this need not be notarized*).
- Possession of the valid California Contractor's License
- Confirmation of insurance at the required limits
- Proof of Bonding capacity of 110% of the amount of your bid
- Insurance form confirming Experience Modification Factor of 1.00 or less or 1.00 or greater and Prospective Bidder is taking all appropriate action to reduce employee workplace injuries, illnesses and workers' compensation losses.
- Demonstration of comparable construction project experience (as that term is defined herein)
- Proposed staff's experience based on past job experiences equal or greater to the value and of similar nature of this project and an organizational chart
- Submission of complete Mediation, Arbitration and Litigation History
- Submission of complete Disciplinary Measures History
- Qualifying score on scorable questions
- Firm must have been in business for three (3) years

Prospective bidders who meet the minimum requirements and who receive a point score above a predetermined level on the pre-established rating system will be deemed qualified to participate in the bidding process.

The Pre-Qualification Questionnaire Submittal Analysis Form that will be used to verify minimum qualifications is included. The City, Agency & County and the Construction Manager will screen each responding prospective contractor's statement for minimum qualifications and develop a list of accepted contractors.

Please refer to the attached Prequalification Questionnaire for details and requirements.

These minimum requirements have been established solely for the purpose of identifying, in a timely and fair manner, prospective bidders that are qualified for successful performance of the type of work required by this project.

**PRE-QUALIFICATION SUBMITTAL
WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
PREPARATION AND INFORMATION**

The City, Agency & County and Construction Manager reserves the right to reject any or all responses to prequalification questionnaires and any or all bids and to waive non-material irregularities in any response or bid received. If the City, Agency, County or Construction Manager deem that there is not a sufficient pool of a particular designated subcontractor for competitive bidding, they reserve the right to withdraw the prequalification requirements for that particular designated subcontractor and continue to prequalify the other designated subcontractors.

All information submitted for prequalification evaluation will be considered official information acquired in confidence and the City, Agency & County and Construction Manager will maintain its confidentiality to the extent permitted by law.

PREQUALIFICATION

Construction documents defining the major trade scope of work will be issued to contractors placed on the pre-qualified list, with an invitation to submit sealed bids.

All insurance policies required to be obtained by the subcontractor shall be subject to approval by the City, Agency & County and Construction Manager. All such policies shall be issued by a company rated by Best as A – or better and a final classification of VIII or better, or have equivalent ratings by Standard and Poor's or Moody's.

Prospective bidders desiring to be prequalified are informed that they will be subject to and must fully comply with all of the bid conditions including the ability to furnish 100% payment and 100% performance bonds.

END OF SECTION

**WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
SUBMITTAL FORM**

The undersigned certifies that the statements and information contained in this submittal are complete and accurate and that the submittal contains no false or deliberately misleading information. The undersigned hereby agrees and declares that receipt of this submittal by the City, Agency & County and Construction Manager does not constitute either a direct or implied guarantee to the Contractor that pre-qualification is or will be granted and also agrees to the procedures and conditions of the pre-qualification requirements described in the Pre-Qualification Document.

Name of Company _____

Scope of Work _____

(1) Legal Name of Applicant (Contractor) _____

(2) Address of Applicant (Contractor) _____

(3) Phone Number _____ Fax _____

(4) Applicant is () A Corporation () A Partnership
() A Sole Proprietorship () A Joint Venture

(5) If Contractor is a Corporation, name the State of Incorporation _____

(6) Number of years the applicant has been contracting _____

(7) Number of years the Contractor has been Specialty _____

(8) Banking institution authorized to provide corroboration of applicant's financial stability:

Name: _____

Address: _____

Contact: _____ Telephone _____

**USE ONLY THE FORMS IN THIS PACKAGE. WHERE NECESSARY, COPIES MAY
BE SUBMITTED.**

**WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
SUBMITTAL FORM**

(9) Pre-Qualification Declaration:

The undersigned is a legally authorized representative of the Contractor. The legal name of the Contractor is _____

State of California
Contractor's License Number: _____ Type: _____

Contractor's Telephone Number: _____

_____, being first duly sworn, says that all statements and information contained in this Submittal are complete and accurate and that this Submittal contains no false or deliberately misleading information.

Contractor

Printed Name

Signature

Title

Each prospective bidder must have a California Contractor's License, which is current, active and in good standing with the California Contractor's State License Board. This Prequalification Questionnaire must be submitted with all portions completed, including required attachments.

Each prospective bidder must answer all of the following questions and provide all requested information, where applicable. Any prospective bidder failing to do so may be deemed to be not responsive and not responsible with respect to this prequalification at the sole discretion of the City, Agency & County and Construction Manager.

All information submitted for prequalification evaluation will be considered official information acquired in confidence, and the City, Agency & County and Construction Manager will maintain its confidentiality to the extent permitted by law.

It is critical that the prospective bidder fill out all information required accurately, completely, truthfully and to the best of their knowledge. Ambiguous or incomplete information may lead to an unfavorable rating and subsequent status as non-qualified. Non-qualification criteria have been clearly identified.

END OF FORM

WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE

PART I ESSENTIAL REQUIREMENTS FOR QUALIFICATION

Contractor will be immediately disqualified if the answer to any of questions 1 through 5 is “no.”

1. Contractor possesses a valid and current California Contractor’s License classification **as specified on page two (2)** for the project or projects for which it intends to submit a bid.

Yes No

If yes, provide the following information about your firm’s contractor’s licenses:

(1) Name of license holder exactly as on file with the California Contractor’s State License Board: _____

(2) License Classification: _____

(3) License Number: _____

(4) Date Issued: _____

(5) Expiration Date: _____

(6) Officer or name of signature on License _____

2. Contractor has a liability insurance policy with a policy limit of at least \$1,000,000 per occurrence and \$2,000,000 aggregate.

Yes No

3. Contractor has current workers’ compensation insurance policy as required by the Labor Code or is legally self-insured pursuant to Labor Code section 3700 et. seq.

Yes No Contractor is exempt from this requirement, because it has no employees

4. Have you signed the attached Statement of Financial Condition Declaration confirming that your company meets the following financial requirements:

- Current ratio for assets: liabilities is 1.25 or larger
- Leverage factor for total liabilities: equity is 2.5 or lower
- Working capital is greater than or equal to 10% of the contract value
- Net worth is positive

Yes No

**WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE**

NOTE: The City, Agency & County and Construction Manager reserves the right to request background proof of Financial Condition from the apparent Low Bidder prior to contract award.

5. Have you attached a 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: (a) that your current bonding capacity is sufficient for the project for which you seek pre-qualification if you are seeking pre-qualification for a single project; or (if you are seeking pre-qualification valid for a year) (b) your current available bonding capacity?]

Yes No

NOTE: Notarized statement must be from the surety company, not an agent or broker.

Contractor will be immediately disqualified if the answer to any of questions 6, 7, 8 or 9 is “yes.”² If the answer to question 8 is “yes,” and if debarment would be the sole reason for denial of pre-qualification, any pre-qualification issued will exclude the debarment period.

6. Has your contractor’s license been revoked at any time in the last five years?
 Yes No
7. Has a surety firm completed a contract on your behalf, or paid for completion because your firm was default terminated by the project owner within the last five (5) years?
 Yes No
8. At the time of submitting this pre-qualification form, is your firm ineligible to bid on or be awarded any local, state or federal public works contract, or perform as a subcontractor on any such public works contract, pursuant to either Labor Code section 1777.1 or Labor Code section 1777.7 or any other local, state or federal law or regulation?
 Yes No

If the answer is “Yes,” state the beginning and ending dates of the period of debarment:

Starting _____ Ending _____

¹ An additional notarized statement from the surety may be requested by the Redevelopment Agency & County of the City of Watsonville at the time of submission of a bid, if this pre-qualification package is submitted more than 60 days prior to submission of the bid.

² A contractor disqualified solely because of a “Yes” answer given to question 6, 7, or 9 may appeal the disqualification and provide an explanation of the relevant circumstances during the appeal procedure.

**WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE**

9. At any time during the last five years, has your firm, or any of its owners or officers been convicted of a crime involving the awarding of a contract of a government construction project, or the bidding or performance of a government contract?
- Yes No

WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE

STATEMENT OF FINANCIAL CONDITION
DECLARATION
(For Individual, Partnership, or Corporation)

Name (name of Individual, Partner, or Officer)

(If and individual, doing business as _____)

declares: That I am (capacity) of the (entity) submitting the Contractor's Statement of Financial Condition Declaration; that I acknowledge the following requirements; and that the Statement of Financial Condition Declaration is a true and accurate statement of (my or the) financial condition (of the partnership or **firm**) as of its date (any other representations deemed appropriate).

- Current ratio for assets: liabilities is 1.25 or larger
- Leverage factor for total liabilities: equity is 2.5 or lower
- Working capital is greater than or equal to 10% of the contract value
- Net worth is positive

I declare under penalty of perjury that the foregoing is true and correct and that this declaration was subscribed at:

(City) (County)

State of _____ on _____
(Date)

(Individual, Partner, or Officer must sign here)

For partnership only:

The foregoing declaration is hereby affirmed

(Remaining Partners of firm sign here)

DECLARATION OF PROSPECTIVE BIDDER

**WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE**

PURSUANT TO GOVERNMENT CODE SECTION 4420

Prospective Bidder certifies the following:

1. Prospective Bidder does not have serious and willful violations of Part 1 (commencing with Section 6300) of Division 5 of the Labor Code, during the past five-year period or Prospective Bidder is taking appropriate corrective action to prevent further violations of Part 1 of Division 5 of the Labor Code.

2. Prospective Bidder's workers' compensation experience modification factor is below 1.00
or
Prospective Bidder's ex-mod rate is equal too or greater then 1.00 and Prospective Bidder is taking all appropriate action to reduce employee workplace injuries, illnesses and workers' compensation losses. Please describe below the actions in place to reduce employee workplace injuries, illnesses and workers' compensation losses so the actions can be reviewed and deemed appropriate by the City, Agency & County & Construction Manager.

3. Prospective Bidder has an injury prevention program instituted pursuant to Section 3201.5 or **640**1.7 of the Labor Code.

Dated: _____

Prospective Bidder's Firm Name

Signature

Printed Name

Printed Title

WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE

**PART II ORGANIZATION, HISTORY, ORGANIZATIONAL
PERFORMANCE, COMPLIANCE WITH CIVIL AND CRIMINAL LAWS**

A. Current Organization and Structure of the Business

For Firms That Are Corporations:

- 1a. Date incorporated: _____
- 1b. Under the laws of what state: _____
- 1c. 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 per cent of the corporation's stock.

Name	Position	Years with Co.	% Ownership	Social Security #

- 1d. 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 last five years.
NOTE: For this question, "owner" and "partner" refer to ownership of ten per cent or more of the business, or 10 per cent or more of its stock, if the business is a corporation.

Person's Name	Construction Firm	Dates of Person's Participation with Firm

WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE

For Firms That Are Partnerships:

- 1a. Date of formation: _____
- 1b. Under the laws of what state: _____
- 1c. Provide all the following information for each partner who owns 10 per cent or more of the **firm**.

Name	Position	Years with Co.	% Ownership	Social Security #

- 1d. Identify every construction company that any partner has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: For this question, “owner” and “partner” refer to ownership of ten per cent or more of the business, or ten per cent or more of its stock, if the business is a corporation.

Person’s Name	Construction Company	Dates of Person’s Participation with Company

For Firms That Are Sole Proprietorships:

- 1a. Date of commencement of business. _____
- 1b. Social security number of company owner. _____
- 1c. Identifl every construction firm that the business owner has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: For this question, “owner” and “partner” refer to ownership of ten per cent or more of the business, or ten per cent or more of its stock, if the business is a corporation.

Person’s Name	Construction Company	Dates of Person’s Participation with Company

For Firms That Intend to Make a Bid as Part of a Joint Venture:

WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE

- 1a. Date of commencement of joint venture. _____
- 1b. 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:

Name of firm	% Ownership of Joint Venture

B. History of the Business and Organizational Performance

- 2. Has there been any change in ownership of the firm ,at any time during the last three 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 page.

- 3. Is the firm a subsidiary, parent, holding company or affiliate of another construction firm?
NOTE: Include information about other firms if one firm owns **50** per cent 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 page.

- 4. 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 page.

- 5. State your firm’s gross revenues for each of the last three years:

- 6. How many years has your organization been in business in California as a contractor under your present business name and license number? _____ Years

**WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE**

7. Is your firm currently the debtor in a bankruptcy case?
 Yes No
 If "yes," please attach a copy of the bankruptcy petition, showing the case number, and the date on which the petition was filed.
8. Was your firm in bankruptcy at any time during the last five years? (This question refers **only** to a bankruptcy action that was not described in answer to question 7, above)
 Yes No
 If "yes," please attach a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued.

Licenses

9. **List all California construction license numbers, classifications and expiration dates of the California Contractor Licenses held by your firm:**

10. If any of your firm's license(s) are held in the name of a corporation or partnership, list below the names of the qualifying individual(s) listed on the California Contractors State License Board (CSLB) records who meet(s) the experience and examination requirements for each license.

11. Has your firm changed names or license number in the past five years?
 Yes No
 If "yes," explain on a separate signed page, including the reason for the change.
12. Has any owner, partner or (for corporations:) officer of your firm operated a construction **firm** under any other name in the last five years?
 Yes No
 If "yes," explain on a separate signed page, including the reason for the change.
13. Has any CSLB license held by your firm or its Responsible Managing Employee (RME) or Responsible Managing Officer (RMO) been suspended within the last five years?
 Yes No
 If "yes," please explain on a separate signed sheet.

**WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE**

Disputes

14. At any time in the last five years has your firm been assessed and paid liquidated damages after completion of a project under a construction contract with either a public or private owner?

Yes No

If yes, explain on a separate signed page, identifying all such projects by owner, owner's address, the date of completion of the project, amount of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.

15. In the last five years has your firm, or any firm with which any of your company's owners, officers or partners was associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason?

NOTE: "Associated with" refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and which is listed in response to question 1c or 1d on this form.

Yes No

If "yes," explain on a separate signed page. State whether the firm involved was the firm applying for pre-qualification here or another firm. Identify by name of the company, the name of the person within your firm who was associated with that company, the year of the event, the owner of the project, the project and the basis for the action.

16. In the last five years has your firm been denied an award of a public works contract based on a finding by a public City, Agency & County that your company was not a responsible bidder?

Yes No

If "yes," explain on a separate signed page. Identify the year of the event, the owner, the project and the basis for the finding by the public agency.

**WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE**

* * * * *

NOTE: The following two questions refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another contractor, or subcontractor. You need not include information about “pass-through” disputes in which the actual dispute is between a sub-contractor and a project owner. Also, you may omit reference to all disputes about amounts of less than \$50,000.

17. In the past five years has any claim **against** your **firm** concerning your firm’s work on a construction project been **filed in court or arbitration?**

Yes No

If “yes,” on separate signed sheets of paper identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

18. In the past five years has your firm made any claim against a project owner concerning work on a project or payment for a contract and **filed that claim in court or arbitration?**

Yes No

If “yes,” on separate signed sheets of paper identify the claim by providing the project name, date of the claim, name of the entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending, or if resolved, a brief description of the resolution).

19. At any time during the past five years, has any surety company made any payments on your firm’s behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on your firm’s behalf, in connection with a construction project, either public or private?

Yes No

If “yes,” explain on a separate signed page the amount of each such claim, the name and telephone number of the claimant, the date of the claim, the grounds for the claim, the present status of the claim, the date of resolution of such claim if resolved, the method by which such was resolved if resolved, the nature of the resolution and the amount, if any, at which the claim was resolved.

**WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE**

20. In the last five 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 page. Name the insurance carrier, the form of insurance and the year of the refusal.

Criminal Matters and Related Civil Suits

21. 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 Agency & County or entity?

Yes No

If "yes," explain on a separate signed page, including identifying who was involved, the name of the public Agency & County, the date of the investigation and the grounds for the finding.

22. 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?

Yes No

If "yes," explain on a separate signed page, including identifying who was involved, the name of the public Agency & County, the date of the conviction and the grounds for the conviction.

23. Has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?

Yes No

If "yes," identify on a separate signed page the person or persons convicted, the court (the county if a state court, the district or location of the federal court), the year and the criminal conduct.

Bonding

24. Bonding capacity: Provide documentation from your surety identifying the following:

Name of bonding company/surety: _____

Name of surety agent, address and telephone number:

**WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE**

25. If your firm was required to pay a premium of more than one per cent for a performance and payment bond on any project(s) on which your firm worked at any time during the last three years, state the percentage that your firm was required to pay. You may provide an explanation for a percentage rate higher than one per cent, if you wish to do so.

26. List all other sureties (name and full address) that have written bonds for your firm during the last five years, including the dates during which each wrote the bonds:

27. During the last five 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 during a public construction project when one was required?

Yes No

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

C. Compliance with Occupational Safety and Health Laws and with Other Labor Legislation Safety

28. 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 years?

NOTE: If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Board has not yet ruled on your appeal, you need not include information about it.

Yes No

**WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE**

If "yes," attached a separate signed page describing the citations, including information about the dates of the citations, the nature of the violation, the project on which the citation(s) was or were issued, the amount of penalty paid, if any. If the citation was appealed to the Occupational Safety and Health Appeals Board and a decision has been issued, state the case number and the date of the decision.

29. Has the Federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five years?

NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

Yes No

If "yes," attach a separate signed page describing each citation.

30. Has the EPA or 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 contractor, in the past five years?

NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

Yes No

If "yes," attach a separate signed page describing each citation.

31. How often do you require documented safety meetings to be held for construction employees and field supervisors during the course of a project?

32. List your firm's Experience Modification Rate (EMR) (California workers' compensation insurance) for each of the past three premium years:
NOTE: An Experience Modification Rate is issued to your firm annually by your workers' compensation insurance carrier.

Current year: _____

Previous year: _____

Year prior to previous year: _____

If your EMR for any of these three years is or was 1.00 or higher you may, if you wish, attach a letter of explanation.

**WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE**

33. Within the last five years has there ever been a period when your firm had employees but was without workers' compensation insurance or state-approved self-insurance?

Yes No

If "yes," please explain the reason for the absence of workers' compensation insurance on a separate signed page. If "No," please provide a statement by your current workers' compensation insurance carrier that verifies periods of workers' compensation insurance coverage for the last five years. (If your firm has been in the construction business for less than five years, provide a statement by your workers' compensation insurance carrier verifying continuous workers' compensation insurance coverage for the period that your **firm** has been in the construction business.)

Prevailing Wage and Apprenticeship Compliance Record

34. Has there been any occasion during the last five years in which your firm was required to pay either back wages or penalties for your own firm's failure to comply with the **State's** prevailing wage laws?

NOTE: This question refers only to your own firm's violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.

Yes No

If "yes," attach a separate signed page or pages, describing the nature of each violation, identifying the name of the project, the date of its completion, the public Agency & County for which it was constructed; the number of employees who were initially underpaid and the amount of back wages and penalties that you were required to pay.

35. During the last five years, has there been any occasion in which your own firm has been penalized or required to pay back wages for failure to comply with the **Federal** Davis-Bacon prevailing wage requirements and/or **State** Prevailing Wage Requirements?

Yes No

If "yes," attach a separate signed page or pages describing the nature of the violation, identifying the name of the project, the date of its completion, the public Agency & County for which it was constructed; the number of employees who were initially underpaid, the amount of back wages you were required to pay along with the amount of any penalty paid.

WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE

36. Provide the **name, address and telephone number** of the apprenticeship program (approved by the California Apprenticeship Council) from whom you intend to request the dispatch of apprentices to your company for use on any public work project for which you are awarded a contract by the City, Agency & County.

37. If your **firm** operates its own State-approved apprenticeship program:

(a) Identifl the craft or crafts in which your firm provided apprenticeship training in the past year.

(b) State the year in which each such apprenticeship program was approved, and attach evidence of the most recent California Apprenticeship Council approval(s) of your apprenticeship program(s).

(c) State the number of individuals who were employed by your firm as apprentices at any time during the past three years in each apprenticeship and the number of persons who, during the past three years, completed apprenticeships in each craft while employed by your **firm**.

_____	_____
_____	_____
_____	_____

WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE

38. At any time during the last five years, has your **firm** been found to have violated any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works?

NOTE: You may omit reference to any incident that occurred prior to January 1, 1998, if the violation was by a subcontractor and your firm, as general contractor on a project, had no knowledge of the subcontractor's violation at the time they occurred.

Yes No

If "yes," provide the date(s) of such findings, and attach copies of the Department's final decision(s).

**WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE**

PART III RECENT CONSTRUCTION PROJECTS COMPLETED

1. Contractor shall provide information about its three most recently completed public sector projects and its two similar projects completed within the past 5 years.³ Names and references must be current and verifiable. Use separate sheets of paper that contain all of the following information:

Project Name: _____

Location: _____

Owner: _____

Architect or Engineer:

Construction Manager/ General Contractor

Description of Project, Scope of Work Performed:

Total Value of Construction (including change orders):

Original Scheduled Completion Date:

³ If you wish, you may, using the same format, also provide information about the largest private projects that you have completed within the last 10 years.

**WATSONVILLE CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE**

Time Extensions Granted (number of days):

Actual Date of Completion:

END OF QUESTIONNAIRE



**WATSONVILLE BLOCK 200
CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE SCORING**

A LIST OF THE SCORABLE QUESTIONS AND THE SCORING INSTRUCTIONS

The scorable questions are in two areas:

- (I) History of the business and organizational performance;
- (II) Compliance with occupational safety and health laws, workers' compensation and other labor legislation;

Note: Not all questions in the questionnaire are scorable; some questions simply ask for information about the contractor firm's structure, officers and history. This document includes only those questions that are "scorable." The question numbers in this document are the numbers used in the questionnaire. Thus, the questions included here begin with question number 6, and there are a few breaks in the numerical sequence.

The Scores Needed for Pre-Qualification

To pre-qualify, a contractor would be required to have a passing grade within each of the two large categories referred to above.

Section I, "History of the business and organizational performance,"

The prospective contractor is required to meet a passing score of **57** on this portion of the questionnaire (of a maximum score of 76 on this portion of the questionnaire).

Section II, "Compliance with occupational safety and health laws, workers' compensation and other labor legislation"

The prospective contractor is required to meet a passing score of 38 on this portion of the questionnaire (of a maximum score of 53 points on this portion of the questionnaire).

**WATSONVILLE BLOCK 200
CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE SCORING**

Questions about History of the Business and Organizational Performance

(16 questions)

6. How many years has your organization been in business in California as a contractor under your present business name and license number? _____ years
3 years or more = 2 points
4 years = 3 points 5 years = 4 points
6 years or more = 5 points
7. Is your firm currently the debtor in a bankruptcy case?
 Yes No
“No” = 3 points “Yes” = 0 points
8. Was your firm in bankruptcy any time during the last five years? (This question refers only to a bankruptcy action that was not described in answer to question 7, above).
 Yes No
“No” = 3 points “Yes” = 0 points
13. Has any CSLB license held by your firm or its Responsible Managing Employee (RME) or Responsible Managing Officer (RMO) been suspended within the last five years?
 Yes No
“No” = 5 points “Yes” = 0 points
14. At any time in the last five years, has your firm been assessed and paid liquidated damages after completion of a project, under a construction contract with either a public or private owner?
 Yes No
No projects with liquidated damages of more than \$50,000, or one project with liquidated damages = 5 points
Two projects with liquidated damages of more than \$50,000 = 3 points
Any other answer: no points

**WATSONVILLE BLOCK 200
CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE SCORING**

15. In the last five years has your firm, or any firm with which any of your company's owners, officers or partners was associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government Agency & County or public works project for any reason?

NOTE: "Associated with" refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and which is listed in response to question 1c or 1d on this form.

Yes No

"No" = 5points "Yes" = 0points

16. In the last five years, has your firm been denied an award of a public works contract based on a finding by a public Agency & County that your company was not a responsible bidder?

Yes No

"No" = 5points "Yes" = 0points

**WATSONVILLE BLOCK 200
CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE SCORING**

* * * * *

NOTE: The following two questions refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another contractor, or subcontractor. You need not include information about "pass-through" disputes in which the actual dispute is between a sub-contractor and a project owner. Also, you may omit reference to all disputes about amounts of less than **\$50,000**.

17. In the past five years, has any claim against your firm concerning your firm's work on a construction project, been filed in court or arbitration?

Yes No

If the firm's average gross revenue for the last three years was less than \$50 million, scoring is as follows:

5 points for either "No" or "Yes" indicating 1 such instance

3 points for "Yes" indicating 2 such instances

0 points for "Yes" if more than 2 such instances

If your firm's average gross revenue for the last three years was more than \$50 million, scoring is as follows:

5 points for either "No" or "Yes" indicating 1, 2, or 3 such instances

3 points for "Yes" indicating either 4 or 5 such instances

0 points for "Yes" if more than 5 such instances

18. In the past five years, has your **firm** made any claim against a project owner concerning work on a project or payment for a contract, and filed that claim in court or arbitration?

Yes No

If your firm's average gross revenues for the last three years was less than \$50 million scoring is as follows:

5 points for either "No" or "Yes" indicating 1 such instance

3 points for "Yes" indicating 2 such instances

0 points for "Yes" if more than 2 such instances

If your firm's average gross revenues for the last three years were more than \$50 million scoring is as follows:

5 points for either "No" or "Yes" indicating 1, 2, or 3 such instances

3 points for "Yes" indicating either 4 or 5 such instances

0 points for "Yes" if more than 5 such instances

WATSONVILLE BLOCK 200
CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE SCORING

0000104

19. At any time during the past five years, has any surety company made any payments on your firm's behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on your firm's behalf in connection with a construction project, either public or private?
 Yes No
5 points for either "No" or "Yes" indicating 1 such claim
3 points for "Yes" indicating no more than 2 such claims
Subtract 5 points for "Yes" if more than 2 such claims
20. In the last five years, has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?
 Yes No
5 points for either "No" or "Yes" indicating 1 such instance
3 points for "Yes" indicating 2 such instances
0 points for "Yes" or f more than 2 such instances
21. In the last five (5) years, 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 Agency & County or entity?
 Yes No
"No" = 5 points "Yes" = subtract 5 points
22. In 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?
 Yes No
"No" = 5 points "Yes" = subtract 5 points
23. In the last five (5) years, has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?
 Yes No
"No" = 5 points "Yes" = subtract 5 points

WATSONVILLE BLOCK 200
CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE SCORING

0000105

25. If your firm was required to pay a premium of more than one per cent for a performance and payment bond on any project(s) on which your firm worked at any time during the last three years, state the percentage that your firm was required to pay. You may provide an explanation for a percentage rate higher than one per cent, if you wish to do so.

_____ %

5 points if the rate is no more than one per cent

3 points if the rate was no higher than 1.10 per cent

0 points for any other answer

27. During the last five years, has your firm ever been denied bond credit 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?

Yes No

“No” = 5 points “Yes” = 0 points

**ti] about _____ e with safety, orkers compensation,
prevailing wage and apprenticeship laws.**

(11 questions)

28. 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 years?

Note: If you have filed an appeal of a citation and the Occupational Safety and Health Appeals Board has not yet ruled on your appeal, you need not include information about it.

Yes No

If the firm’s average gross revenues for the last three years was less than \$50 million, scoring is as follows:

5 points for either “No” or “Yes” indicating 1 such instance

3 points for “Yes” indicating 2 such instances

0 points for “Yes” more than 2 such instances

If the firm’s average gross revenues for the last three years was more than \$50 million, scoring is as follows:

5 points for either “No” or “Yes” indicating 1, 2, or 3 such instances

3 points for “Yes” indicating either 4 or 5 such instances

0 points for “Yes” more than 5 such instances

**WATSONVILLE BLOCK 200
CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE SCORING**

29. Has the federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five years?
Note: If you have filed an appeal of a citation and the appropriate appeals Board has not yet ruled on your appeal, you need not include information about it.

Yes No

If yes, attach a separate signed page describing each citation.

If the firm's average gross revenues for the last three years was less than \$50 million, scoring is as follows:

5 points for either "No" or "Yes" indicating 1 such instance

3 points for "Yes" indicating 2 such instances

*0 points for "Yes" or **f** more than 2 such instances*

If the firm's average gross revenues for the last three years was more than \$50 million, scoring is as follows:

5 points for either "No" or "Yes" indicating 1, 2, or 3 such instances

3 points for "Yes" indicating either 4 or 5 such instances

0 points for "Yes" if more than 5 such instances

30. Has the EPA or 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 contractor, in the past five years?
NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

Yes No

If the firm's average gross revenues for the last three years was less than \$50 million, scoring is as follows:

5 points for either "No" or "Yes" indicating 1 such instance

3 points for "Yes" indicating 2 such instances

*0 points for "Yes" or **f** more than 2 such instances*

If the firm's average gross revenues for the last three years was more than \$50 million, scoring is as follows:

5 points for either "No" or "Yes" indicating 1, 2, or 3 such instances

3 points for "Yes" indicating either 4 or 5 such instances

0 points for "Yes" if more than 5 such instances

**WATSONVILLE BLOCK 200
CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE SCORING**

31. How often do you require documented safety meetings to be held for construction employees and field supervisors during the course of a project?

*3 points for an answer of once each week or more often
0 points for any other answer*

32. List your firm's Experience Modification Rate (EMR) (California workers' compensation insurance) for each of the past three premium years:

NOTE: An Experience Modification Rate is issued to your firm annually by your workers' compensation insurance carrier.

Current year: _____

Previous year: _____

Year prior to previous year: _____

If your EMR for any of these three years is or was 1.00 or higher, you may, if you wish, attach a letter of explanation.

NOTE: An Experience Modification Rate is issued to your firm annually by your workers' compensation insurance carrier.

5 points for three-year average EMR of .95 or less

3 points for three-year average of EMR of more than .95 but no more than 1.00

0 points for any other EMR

33. Within the last five years, has there ever been a period when your firm had employees but was without workers' compensation insurance or state-approved self-insurance?

Yes No

5 points for either "No" or "Yes" indicating 1 such instance

0 points for any other answer

WATSONVILLE BLOCK 200
CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE SCORING

0000108

34. Has there been more than one occasion during the last five years on which your firm was required to pay either back wages or penalties for your own firm's failure to comply with the **state's** prevailing wage laws?

Yes No

NOTE: This question refers only to your own firm's violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.

If your firm's average gross revenues for the last three years was less than \$50 million, scoring is as follows:

5 points for either "No," or "Yes" indicating either 1 or 2 such instance

3 points for "Yes" indicating 3 such instances

0 points for "Yes" and more than 3 such instances

If your firm's average gross revenues for the last three years was more than \$50 million, scoring is as follows:

5 points for either "No" or "Yes" indicating no more than 4 such instances

3 points for "Yes" indicating either 5 or 6 such instances

0 points for "Yes" and more than 6 such instances

35. During the last five years, has there been more than one occasion on which your own firm has been penalized or required to pay back wages for failure to comply with the **federal** Davis-Bacon prevailing wage requirements?

Yes No

If your firm's average gross revenues for the last three years was less than \$50 million, scoring is as follows:

5 points for either "No," or "Yes" indicating either 1 or 2 such instance

3 points for "Yes" indicating 3 such instances

0 points for "Yes" and more than 3 such instances

If your firm's average gross revenues for the last three years was more than \$50 million, scoring is as follows:

5 points for either "No" or "Yes" indicating no more than 4 such instances

3 points for "Yes" indicating either 5 or 6 such instances

0 points for "Yes" and more than 6 such instances

**WATSONVILLE BLOCK 200
CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE SCORING**

0000109

36. Provide the **name, address and telephone number** of the apprenticeship program sponsor(s) (approved by the California Division of Apprenticeship Standards) that will provide apprentices to your company for use on any public work project for which you are awarded a contract by the Agency & County.

*5 points if at least one approved apprenticeship program is listed
0 points for any other answer*

37. If your firm operates its own State-approved apprenticeship program:
- (a) Identify the craft or crafts in which your firm provided apprenticeship training in the past year.
 - (b) State the year in which each such apprenticeship program was approved, and attach evidence of the most recent California Apprenticeship Council approval(s) of your apprenticeship program(s).
 - (c) State the number of individuals who were employed by your firm as apprentices at any time during the past three years in each apprenticeship and the number of persons who, during the past three years, completed apprenticeships in each craft while employed by your firm.

*5 points if one or more persons completed an approved apprenticeship while employed by your firm
0 points if no persons completed an approved apprenticeship while employed by your firm*

**WATSONVILLE BLOCK 200
CIVIC PLAZA TENANT IMPROVEMENTS
QUESTIONNAIRE SCORING**

38. At any time during the last five years, has your **firm** been found to have violated any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works?

NOTE: You may omit reference to any incident that occurred prior to January 1, 1998 if the violation was by a subcontractor and your firm, as general contractor on a project, had no knowledge of the subcontractor's violation at the time they occurred.

Yes No.

If yes, provide the date(s) of such findings, and attach copies of the Department's final decision(s).

If your firm's average gross revenues for the last three years was less than \$50 million, scoring is as follows:

5 points for either "No," or "Yes" indicating either 1 or 2 such instance

3 points for "Yes" indicating 3 such instances

0 points for "Yes" and more than 3 such instances

If your firm's average gross revenues for the last three years was more than \$50 million, scoring is as follows:

5 points for either "No" or "Yes" indicating no more than 4 such instances

3 points for "Yes" indicating either 5 or 6 such instances

0 points for "Yes" and more than 6 such instances

END OF SECTION