

PUBLIC NOTICE
ELK GROVE UNIFIED SCHOOL DISTRICT
PRE-QUALIFICATION PROCEDURES

Notice is hereby given that all contractors required to pre-qualify for Elk Grove Unified School District ("District") projects must adhere to the following procedures, submit the following documentation and information at least annually, with quarterly certifications or updates, and must be found by the District on a quarterly basis to pre-qualify, as a condition of bidding the District project during any quarterly period. The District is required to have a pre-qualification process pursuant to applicable California law (in particular Public Contracts Code sections 20111.5 and 20111.6) for any projects projected to cost \$1,000,000 or more. Any General Contractors (GCs) and Mechanical, Electrical and Plumbing (MEP) Subcontractors bidding on projects projected to cost \$1,000,000 or more are required to participate in the District's pre-qualification process. MEP is defined as subcontractors holding the following license classifications: C-4, C-7, C-10, C-16, C-20, C-34, C-36, C-38, C-42, C-43 and/or C-46. Pre-qualification application packages are available by contacting the Facilities and Planning Department located at the address shown below, via telephone at (916) 686-7711, or via email at mccox@egusd.net

It is mandatory that all GCs and MEP Subs who intend to submit bids fully complete the pre-qualification questionnaire, provide all materials requested herein, and be approved by the District. No bid will be accepted from a GC that has failed to comply with these requirements, or submits a bid that lists MEP Subs that have failed to comply with these requirements. If two or more business entities submit a bid on a project as a Joint Venture, or expect to submit a bid as part of a Joint Venture, each entity within the Joint Venture must be separately qualified to bid.

Pursuant to Labor Code section 1725.5, no contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations.

The pre-qualification packet includes, in part, a questionnaire and financial statement, to be verified under oath. The District will use the information and documentation required herein, as the basis for rating contractors in respect to the size and scope of contracts upon which each contractor is qualified to bid. The District reserves the right to check other sources available. The District's decision will be based, in part, on its uniform rating system, including, among other things, objective evaluation criteria and references.

While it is the intent of the pre-qualification questionnaire and documents required therewith to assist the District in determining bidder responsibility prior to the submission of bids and to aid the District in selecting the lowest responsible bidder, neither the fact of pre-qualification, nor any pre-qualification rating, will preclude the District from a post-bid consideration and determination on a specific project of whether a bidder has the quality, fitness, capacity and experience to satisfactorily perform the proposed work, and has demonstrated the requisite trustworthiness. Contractors are encouraged to submit pre-qualification packages as soon as possible, so that they may be notified of pre-qualification status well in advance of the bid process.

If the bidder, within the last calendar year, has submitted to the District a completed Pre-Qualification Application and the District has determined that the bidder is prequalified, the bidder must submit a Quarterly Update in each calendar quarter after the calendar quarter in which the initial Pre-Qualification Application was filed, certifying that nothing has changed in the interim period to make the Pre-Qualification Application materially untrue, inaccurate or misleading. If the bidder has been deemed prequalified by the District within the last calendar year but has failed to submit a Quarterly Update in order to maintain pre-qualification, the bidder will be automatically disqualified and must submit a full Pre-Qualification Application in order to be considered for pre-qualification.

The pre-qualification packages should be sealed, marked "CONFIDENTIAL PREQUALIFICATION", and delivered to: **Facilities and Planning Department, Elk Grove Unified School District, 9510 Elk Grove-Florin Road, Room 206, Elk Grove, CA 95624, Attention: Pre-Qualification, by 5:00 p.m. on March 29, 2018.**

The questionnaire answers and financial statements included in the pre-qualification packages submitted by contractors are not public records and are not open to public inspection. All such information provided will be kept confidential to the extent permitted by law, although the contents may be disclosed to third parties for the purpose of verification, investigation of substantial allegations, and in the process of any applicable appeal. State law requires that the names of contractors applying for pre-qualification status shall be public records subject to disclosure, and the first page of the questionnaire will be used for that purpose.

Each questionnaire must be signed under penalty of perjury in the manner designated at the end of the form, by an individual who has the legal authority to bind the contractor on whose behalf that person is signing. If any information provided by a contractor becomes inaccurate, the contractor must immediately notify the District and provide updated accurate information in writing, under penalty of perjury.