

Elk Grove Unified School District

Pre-Qualification Application

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 and any contractors bidding on projects projected to cost \$1,000,000 or more are required to participate in the District’s pre-qualification process. Pre-qualification application packages are available on the District’s main office.

It is mandatory that all contractors 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 contractor that has 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.

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.

The pre-qualification packages should be sealed, marked “CONFIDENTIAL PREQUALIFICATION”, and delivered to: **Facilities and Planning, Elk Grove Unified School District, 9510 Elk Grove-Florin Road, Elk Grove, CA 95624, Attention: Pre-Qualification**

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.

A contractor who has submitted a completed application form, and who receives a rating of “not qualified” from the District may appeal that determination. There is no appeal from a finding that a contractor is not pre-qualified because of a late application or a failure to submit required information. A contractor may appeal the District’s decision with respect to its request for pre-qualification, by giving notice to the District no later than five (5) business days after receipt of notice of its qualification status. Notice shall be sent to the Address listed above. Unless a contractor files a timely appeal, the contractor waives any and all rights to challenge the qualification decision of the District, whether by administrative process, judicial process or any other legal process or proceeding.

Within five (5) business days of the request of the appealing contractor, the District will provide written notification to the contractor of the basis for the contractor’s disqualification, including any relevant supporting evidence. Within five (5) business days of such notification, the contractor may provide the District with a written rebuttal of any evidence used as a basis for the District’s disqualification, and present evidence to the District as to why the contractor should be found qualified. The District will respond to the contractor within ten (10) days of receipt of such rebuttal with its determination.

To the extent the matter is not resolved, the contractor may request an informal hearing within five (5) days of receipt of the District’s determination following the procedure above. The hearing shall be conducted so that it is concluded no later than ten (10) business days after the District’s receipt of the contractors request for hearing. The hearing so provided shall be an informal process conducted by a panel to which the District has delegated responsibility to hear such appeals (the “Appeals Panel”). At or prior to the hearing, the contractor will be advised of the basis for the District’s pre-qualification determination. The contractor will be given the opportunity to present information and present reasons in opposition to the pre-qualification determination. At the conclusion of the hearing or no later than three (3) business days after completion of the hearing, the Appeals Panel will render its decision. The date for submission and opening of bids for a specific project will not be delayed or postponed to allow for completion of an appeal process.

The District reserves the right to waive minor irregularities and omissions in the information contained in the pre-qualification application submitted and to make all final determinations.

A contractor may be found not pre-qualified for bidding on a specific public works contract to be let by the District, or on all contracts to be let by the District until the contractor meets the District’s requirements. In addition, a contractor may be found not pre-qualified for either an omission of requested information, falsification of information, or a failure to use the forms provided by the District.

Prequalified General contractors must use prequalified Mechanical, Electrical, and Plumbing Subcontractors in order for their bid to be “responsive,” whenever that is specified in the bid documents.

The District reserves the right to amend the pre-qualification packet at any time. Additionally, a determination by the District that a contractor is pre-qualified does not amount to a final determination that such contractor is responsible or responsive for purposes of bid evaluation. The District may, in accordance with applicable law, reject a pre-qualified contractor’s bid, and the District may additionally reject all bids if it determines such action is in the best interest of the public.

GENERAL INFORMATION

- A. The bidder shall complete the enclosed Pre-Qualification Application materials. If an explanation and/or additional sheets are required for any of the responses, please attach additional pages signed by the preparer and identify clearly to which questions the attached page refers. 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 or, providing such updated information as applicable to make the Pre-Qualification Application, as supplemented by the Quarterly Update, true, accurate, and not misleading. A form of the Quarterly Update is attached. 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.
- B. “You” or “Your” as used herein refers to the bidder’s firm and any of its officers, directors, shareholders, parties, or principals.
- C. Any statement which is proven to be false shall be grounds for immediate disqualification.
- D. The District reserves the right to determine disqualification on the basis of information secured from any source(s).
- E. Failure to complete all questions and provide all information requested within this pre-qualification questionnaire shall be a basis for disqualification.
- F. Please be advised that all references are subject to verification.
- G. A bidder’s failure to provide legible, unambiguous and sufficiently detailed answers or explanations to any questions or requests of information required herein may result in the rejection of the Bidder’s pre-qualification application.
- H. Please be advised that the contractor must be able to properly answer the “Essential Criteria” in Part I of this Pre-Qualification Questionnaire, as indicated in Part I, and failure to do so is automatic grounds for disqualification and no further evaluation of the contractor will be performed by the District.

PRE-QUALIFICATION APPLICATION

(This page is subject to disclosure pursuant to the California Public Records Act)

CONTACT INFORMATION:

Firm Name: _____ Check One: Corporation
(as it appears on license) Partnership
 Sole Prop.

Contact Person: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

If firm is a sole proprietor or partnership:

Owner(s) of Company _____

Contractor's License Number(s): _____, _____, _____

Contractors that successfully prequalify will be eligible to bid on any projects for which they are qualified as outlined below:

1. **Bid Limit:**

The contractor's qualified limit will be limited to (stated in US currency) the contractor's current bonding capacity (as determined by the surety with which the contractor currently has the highest bonding limit). Your accurate answer below, once verified by the District, will determine your bid limit.

Please provide your firm's current maximum bonding capacity: \$_____.

Name of Bonding Company: _____

2. **Essential Experience Requirements:**

The District is not precluded from specifying in the bid documents additional prequalification requirements as may be required for a specific project. In addition, the contractor must be able to properly answer the "Essential Criteria" in Part I of this Pre-Qualification Questionnaire, as indicated in Part I, and failure to do so is automatic grounds for disqualification **and no further evaluation of the contractor will be performed by the District.**

Pre-qualification Questionnaire

PART I. ESSENTIAL AND GENERAL REQUIREMENTS FOR QUALIFICATION

A. Essential Criteria

1. **License.** Has the Contractor held all current, active contractors license(s) necessary to perform its work for at least five (5) years and have those license(s) not been suspended or revoked? (Please circle one. If “No,” then Contractor is not qualified.)
 Yes No
2. Contractor has a liability insurance policy with a policy limit of at least \$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 attached your latest copy of a reviewed or audited financial statement with accompanying notes and supplemental information?¹
 Yes No
NOTE: A financial statement must be provided. One that is neither reviewed nor audited is not acceptable. 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.
5. 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 whether your current available bonding capacity is sufficient for the project for which you seek pre-qualification and provides your total bonding capacity limits?²
 Yes No
NOTE: Notarized statement must be attached from the surety company, not an agent or broker.
6. **Default or Bankruptcy.** Has the Contractor ever defaulted on a contract within the past five (5) years or declared bankruptcy or been placed in receivership within the past five (5) years? (Please circle one. If “Yes,” then Contractor is not qualified.)
 Yes No
7. **Debarment/Not Responsible.** Has the Contractor ever been found non-responsible or debarred from performing work and/or bidding on work for any school district or other public agency within the State of California within the past five (5) years? (Please circle one. If “Yes,” then Contractor is not qualified.)
 Yes No

¹ Public Contract Code section 20101(e) exempts from this requirement a contractor who has qualified as a small business pursuant to Government Code section 14837(d)(1), if the bid is “no more than 25 per cent of the qualifying amount provided in section 14837(d)(1).”

² An additional notarized statement from the surety may be requested by District 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.

- 8. Termination for Cause.** Has the Contractor ever been terminated for cause by any school district or other public agency on any project for any school district or other public agency within the State of California within the past five (5) years? (Please circle one. If “Yes,” then Contractor is not qualified.)
 Yes No
- 9. Criminal Conviction.** Has the Contractor or any of its owners or officers been convicted of a crime involving the bidding for, awarding of, or performance of a contract with a public entity; making a false claim(s) to any public entity; or fraud, theft, or other act of dishonesty to any contracting party? (Please circle one. If “Yes,” then Contractor is not qualified.)
 Yes No
- 10.** Has any contractor’s license held by your firm, or its responsible managing employee (“RME”) or responsible managing officer (“RMO”) been suspended or revoked at any time in the last five (5) years?
 Yes No
- 11.** 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
- 12.** Is contractor currently registered with the Department of Industrial Relations Pursuant to Labor Code 1725.5?
 Yes No

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: _____

For Firms That Are Partnerships:

- 1a. Date of formation: _____
- 1b. Under the laws of what state: _____

For Firms That Are Sole Proprietorships:

- 1a. Date of commencement of business: _____
- 1b. Social security number of company owner: _____
- 1c. Identify 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 percent or more of the business, or ten percent 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:

- 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

1. Has there been any change in ownership of the firm at any time during the last three years? Yes No If “yes,” explain on a separate signed page.

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

2. Is the firm a subsidiary, parent, holding company or affiliate of another construction firm? Yes No If “yes,” explain on a separate signed page.

NOTE: Include information about other firms if one firm owns 50 percent or more of another, or if an owner, partner or officer of your firm holds a similar position in another firm.

3. Are any corporate officers, partners or owners connected to any other construction firms. Yes No If “yes,” explain on a separate signed page.

NOTE: Include information about other firms if an owner, partner or officer of your firm holds a similar position in another firm.

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

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

C. Licenses

1. List all California construction license numbers, classifications and expiration dates of the California contractor licenses held by your firm:

2. 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 CSLB records who meet(s) the experience and examination requirements for each license.

3. 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.
4. 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.
5. 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.

D. Disputes

1. 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.

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.

2. 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).

3. 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).

4. Has your firm had a contract for a public work of improvement in the last five years that was terminated for cause by a public entity, or terminated in whole or in part with your consent? **Note: you need not answer "yes" if the public entity terminated the contract for convenience.** Yes No

If the answer is "Yes," for each such contract attach a separate sheet identifying the owner, your bonding company, the original contract value, the value of the work terminated and a brief explanation of the circumstances leading to the termination.

5. Has your firm ever entered into a settlement agreement, or otherwise agreed with a public entity that your firm would not bid on future projects advertised by the public entity for a specified period of time? Yes No

If the answer is "Yes," for each such agreement attach a separate sheet identifying the public entity and the period of time during which your firm agreed not to bid.

6. 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.

7. 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.

8. In the last three years has your firm held a public works contract on which more than three (3) stop payment notices were served against your firm. Yes No
If "yes," explain on a separate signed page.

9. If answering "Yes" to Question 8, did any Stop Payment Notice result in a claim against your Payment Bond? Yes No If "yes," explain on a separate signed page.

E. Criminal Matters and Related Civil Suits

1. 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 or entity?
 Yes No

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

2. 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, the date of the conviction and the grounds for the conviction.

3. 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.

F. Bonding

1. Bonding capacity: Provide documentation from your surety identifying the following:
Name of bonding company/surety: _____

Name of surety agent, address and telephone number:

2. 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.

3. 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:

4. 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.

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

1. 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?
 Yes No

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.

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.

2. Has the federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five years?
 Yes No

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

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.

3. 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?
 Yes No

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

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.

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

5. 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.

6. 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.)

H. Prevailing Wage and Apprenticeship Compliance Record

1. Has there been more than one 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 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.

2. During the last five years, has there been more than one 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?

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 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.

3. Provide the **name, address and telephone number** of the apprenticeship program sponsor(s) (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 District.

4. 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. 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?

Yes No

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

PART III. RECENT CONSTRUCTION PROJECTS COMPLETED

Provide the information requested below for the six largest public works projects and three largest private works of improvement on which you have completed your scope of work in the last five years. "Largest" means highest contract dollar value, including change orders.³ Names and references must be current and verifiable. **Provide email addresses for all references.**

For general contractor applicants: Only list projects your firm performed as the general contractor in charge of all trades for the construction of a building.

For subcontractor applicants: Only list projects your firm performed as the prime contractor if a single trade job or as a subcontractor on a multiple trade contract. For multiple trade contracts, indicate the general contractor's name and contact information.

Project Name: _____

Location: _____

Owner and Contact Name and Information: _____

Architect or Engineer Contact Name and Information: _____

Construction Manager and Contact Name and Information: _____

Description of Project, Scope of Work Performed: _____

Total Value of Construction (including change orders): _____

Original Scheduled Completion Date: _____

Time Extensions Granted (# of Days): _____

Actual Date of Completion: _____

³ If you wish, you may, using the same format, also provide relevant information about other projects that you have completed.

EVALUATION CRITERIA

The following criteria will be used to evaluate the applications:

- 1) similar projects that have been completed by the contractor within the last five years;
- 2) prior defaults by the contractor and/or prior bankruptcy filings;
- 3) the type of license the contractor holds;
- 4) disqualification on prior jobs;
- 5) assessment of liquidated damages on earlier projects;
- 6) claims against bonds;
- 7) prior terminations;
- 8) bondability;
- 9) insurability;
- 10) workers compensation experience;
- 11) violation of regulations and rules; and
- 12) financial strength.

NOTE: The contractor must be able to properly answer the “Essential Criteria” in Part 1.A of this Pre-Qualification Questionnaire, as indicated in Part 1.A, and failure to do so is automatic grounds for disqualification and no further evaluation of the contractor will be performed by the District.

I, the undersigned, certify and declare that I have read all the foregoing answers to this prequalification questionnaire and know their contents. The matters stated in the questionnaire answers are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters I believe them to be true. I declare under penalty of perjury under the laws of the State of California, that the foregoing is correct.

Dated: _____

Company

(Name)

Corporate Seal

(Signature)

**Quarterly Update and Certification
to Pre-Qualification Application**

I, the undersigned, a duly authorized representative of [COMPANY NAME] (the “Contractor”), certify and declare that, within the last calendar year, a duly authorized representative of the Contractor has submitted, on _____, 20__, answers to the Elk Grove Unified School District’s prequalification questionnaire (the “Questionnaire”). As of the date hereof, the matters stated in the Questionnaire are true and correct to my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters I believe them to be true, except that any matters that have changed and affect any of the answers previously given in the Questionnaire or a subsequent quarterly update are addressed in the additional disclosures attached to this quarterly update and certification (this “Quarterly Update”) as an exhibit. I declare under penalty of perjury under the laws of the State of California, that the foregoing statement is true, accurate and correct and the Questionnaire, as updated by this Quarterly Update (including any exhibits attached hereto) and any other Quarterly Update delivered in the current calendar year, is true, accurate and not misleading.

Dated: _____

Company Name

(Name)

Corporate Seal

(Signature)

EXHIBIT A

[ATTACH UPDATES, IF ANY, TO EACH QUESTION WITH REFERENCE TO PART, SUBPART AND QUESTION NUMBER AS SET FORTH IN THE ORIGINAL QUESTIONNAIRE]

Are there any changes affecting any of the responses given under the Pre-Qualification Questionnaire or any Quarterly Update delivered to the District this calendar year? If so, please attach responses and any other statements or information that may be required to make all responses true, accurate and complete. If no changes or updates from the last Quarterly Update or the Pre-Qualification Questionnaire, check the box below for "No" and initial the adjacent line.

Yes (attach) No _____