



**OCEAN VIEW SCHOOL DISTRICT**

**CONTRACTOR PREQUALIFICATION**

**CONTRACTOR PREQUALIFICATION INFORMATION**

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**NOTICE TO CONTRACTORS TO PREQUALIFY FOR WORK ON  
OCEAN VIEW SCHOOL DISTRICT**

1. Notice is hereby given that as required in PCC 20111.6, Ocean View School District is requiring that all contractors **HOLDING** a general contracting (i.e. Class A or B) license and, whether used as a prime contractor or a subcontractor, any mechanical, electrical and plumbing prime and/or subcontractors **HOLDING** a contractors' license in any of the following specialty classifications: C-4 (boiler, hot water, and steam fitting); C-7 (low-voltage systems); C-10 (electrical); C-16 (fire protection); C-20 (HVAC); C-34 (pipeline); C-36 (plumbing); C-38 (refrigeration); C-42 (sanitation systems); C-43 (sheet metal); and C-46 (solar)" **MUST BE PRE-QUALIFIED**. If you **HOLD** any of the licenses above, regardless of whether you are using it to bid this project, you must still pre-qualify.
2. Please be advised that Ocean View School District has a pre-qualification process through PQ Bids. All general contractors and subcontractors will now be required to pre-qualify through PQ Bids for any public works contract entered into with the District. PQ Bids is an online pre-qualification site utilized by the Ocean View School District to create a pool of qualified contractors. The link for PQ Bids is located by visiting the Ocean View School website at <https://www.ovsd.org> and locating Quick Links / RFP/RFQ/Bid Opportunities.
3. Any contractor interested in being prequalified for District projects must submit a fully completed package no later than 10 business days before any bid opening.
4. To prequalify, a contractor is required, in addition to other criteria, to possess an applicable State of California Contractors License, which must remain active and in good standing throughout the term of the District project.
5. If a contractor performs work for a District project, the contractor shall pay all workers on all work performed pursuant to a contract for the Project not less than the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work as determined by the Director of the Department of Industrial Relations, State of California, for the type of work performed and the locality in which the work is to be performed within the boundaries of the District, pursuant to section 1770 *et seq.* of the California Labor Code.
6. To prequalify, a contractor is required to be registered as a public works contractor with the Department of Industrial Relations. The contractor's registration must remain active throughout the term of the contractor's prequalification.
7. Prequalification Packages submitted by contractors are not public records and are not open to public inspection. All information provided will be kept confidential to the extent permitted by law. The contents may be disclosed to third parties for purposes of verification, or investigation of substantial allegations, or in the appeal process, however. State law requires that the names of contractors applying for prequalification status shall be public records subject to disclosure.
8. A contractor may be denied prequalification status for either omission of requested information or falsification of information.

**OCEAN VIEW SCHOOL DISTRICT  
PREQUALIFICATION INFORMATION FOR  
PROSPECTIVE CONTRACTORS**

**I. BACKGROUND AND OVERVIEW**

The Ocean View School District (“District”) is prequalifying contractors to perform construction work on District projects. These projects may include modernization, renovation, additions, and new construction of existing/new campuses.

California Public Contract Code Section 20111.6 requires that all contractors **HOLDING** a general contracting (i.e. Class A or B) license and, whether used as a prime contractor or a subcontractor, any mechanical, electrical and plumbing prime and/or subcontractors **HOLDING** a contractors' license in any of the following specialty classifications: C-4 (boiler, hot water, and steam fitting); C-7 (low-voltage systems); C-10 (electrical); C-16 (fire protection); C-20 (HVAC); C-34 (pipeline); C-36 (plumbing); C-38 (refrigeration); C-42 (sanitation systems); C-43 (sheet metal); and C-46 (solar)” **MUST BE PRE-QUALIFIED** for projects involving a projected expenditure of \$1 million or more that is eligible for state bond funding. If you **HOLD** any of the licenses above, regardless of whether you are using it to bid this project, you must still pre-qualify. As a condition of bidding to perform any of the construction work on District projects, and in accordance with California Public Contract Code Section 20111.6, the District requires prospective bidders to fully complete a prequalification questionnaire through PQ Bids. You will also be required to provide financial information to PQ Bids (collectively, the Prequalification Questionnaire and financial information are referred to as the “Prequalification Package”).

Once the prequalification process is complete, PQ Bids will notify the contractors who meet the prequalification requirements. Prequalification will be valid for **one calendar year following the date of initial prequalification.**

A list of prequalified contractors and subcontractors for specified scopes of work will be provided to all prospective bidders for the project as needed and applicable. **A contractor may not submit a bid unless that contractor is prequalified by the District and all licensed subcontractors relying on licenses listed in Public Contract Code Section 20111.6 may not be listed as a subcontractor on a bid by a contractor unless that subcontractor is prequalified by the District.**

**II. PROJECT DESCRIPTION**

District construction projects may include the modernization, renovation, addition and new construction on existing and/or new campuses.

**III. PREQUALIFICATION PROCESS**

The following process will govern the conduct of contractor prequalification for District projects. A contractor who submits a complete Prequalification Package thereby consents to and will comply with the procedures outlined below and as set forth in greater detail in this document.

**A. Submittal.** On or before ten (10) business days prior to any bid due date., all prospective Contractors who wish to qualify to bid for work on District projects shall submit a Prequalification Package through the online site PQ Bids. The link for PQ Bids is located by visiting the Ocean View School website at <https://www.ovsd.org> and locating Quick Links / RFP/RFQ/Bid Opportunities.

The District reserves the right to request, receive, and evaluate supplemental information after the above time and date at its sole discretion.

**For information regarding the prequalification process, please contact [info@POBids.com](mailto:info@POBids.com) or by calling 888-218-4173.**

**B. PQ Bids/District Review.** Information submitted in the Prequalification Package shall not be public information and shall not be open to public inspection, to the extent permitted by law. Contractors that have submitted a Prequalification Package shall receive written notification of their prequalification status. The

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District reserves the right, in its sole discretion, to reject any or all Prequalification Packages or to waive irregularities in any Prequalification Package received. The District reserves the right to prequalify a contractor only to a specific contract size or dollar amount.

**C. Non-Responsiveness.** A contractor's Prequalification Package shall be deemed nonresponsive if:

1. Contractor does not provide all requested information.
2. The Prequalification Questionnaire is not signed under penalty of perjury by individuals who have the authority to bind the contractor on whose behalf they are signing.

**D. Incomplete, Misleading or Inaccurate Information.** A contractor's Prequalification Package shall be rejected and/or their prequalification status shall be revoked if:

1. Information contained in the Prequalification Package is not updated under penalty of perjury when it is no longer accurate.
2. Any information provided by the contractor is misleading or inaccurate in any material manner (e.g., financial resources are overstated; previous violations of law are not accurately reported).

Even after a contractor has been prequalified, the District reserves the right to revoke that determination at any subsequent time if it determines that any information provided by the contractor in its Prequalification Package or subsequently was incomplete, misleading, or inaccurate in any material manner.

## IV. QUALIFICATION CRITERIA

**A. Essential Criteria.** As detailed herein, each potential contractor must provide specific information that will be reviewed and scaled by the District. Any contractor who cannot satisfy all of the following requirements ("Essential Criteria"), regardless of the ranking or ability to meet other criteria, will not be prequalified:

1. Licensure. The Contractor shall hold all current, active contractor's license(s) necessary to perform its work and those license(s) shall not have been revoked in the past five (5) years. The contractor shall be registered with the Department of Industrial Relations ("DIR") as required by Labor Code Section 1725.5.
2. Insurability. The contractor shall demonstrate that it holds the insurance as indicated in the Prequalification Package.
3. Termination. A surety firm shall not have completed the contractor's work because contractor was defaulted and/or terminated with cause from any project by any school district or other public agency within the State of California within the past five (5) years.
4. Disqualification. The contractor shall not have been debarred or otherwise prohibited from performing work for and/or bidding on work for any school district or other public agency within the State of California within the past five (5) years.
5. Violations of Regulations or Laws. The contractor, or any of its owners or officers, shall not have been convicted of a crime involving the bidding, award or performance of a contract of a government construction project or fraud, theft, or any other action of dishonesty within the past five (5) years.
6. Bonding Capacity. The contractor shall demonstrate that it can provide bonds as indicated in the Prequalification Package.
7. K-14 School Projects. The contractor shall have contracted and completed construction involving a minimum of California Kindergarten to Jr. College ("K-14") public school construction projects within the past three (3) years based on the following Licenses:

**QUALIFICATION FOR REQUIRED LICENSE REQUESTED:**

A, B	C- 4, 10, 20, 34, 36, 38, 42	C- 7, 16, 43
3 completed projects larger than \$250 thousand	3 completed projects larger than \$250 thousand	3 completed projects larger than \$100 thousand

8. Default or Bankruptcy. The contractor, either performing work under its current license or under other licenses through other entities, including a joint venture, shall not have defaulted on a contract within the past five (5) years or declared bankruptcy or been placed in receivership within the past five (5) years.

**B. Other Criteria.**

As stated above, each contractor must satisfy all of the Essential Criteria, regardless of its ranking or ability to meet other criteria or the contractor will not prequalify for District project(s).

The Prequalification Questionnaire contains questions for which a numerical score will be given for specific answer(s). A contractor must receive a minimum number of points, regardless of its ability to meet other criteria, or the contractor will not prequalify for the District projects. Even if a contractor meets the Essential Criteria and receives at least the minimum number of points, the District reserves the right to disqualify that contractor from bidding for a District project on other grounds.

The District will use some or all of the following criteria in qualifying each contractor. The District reserves the right to modify the following criteria and to add or delete criteria at its sole discretion at any time prior to opening the Prequalification Package(s).

1. Previous Experience. The contractor shall demonstrate experience working on State projects approved by the Division of the State Architect (“DSA”), including the following:
  - a. Previous or current contracts for similar types of projects that demonstrate equivalent quality design, detailing, finishes and construction.
  - b. Experience in working on projects of similar scale and complexity with strict budget and schedule compliance.
2. Business History. The contractor has a history of having continuously been in business as a licensed contractor.
3. Workers’ Compensation Experience Modifier. The District will consider the contractor’s workers’ compensation experience modification rate for the past three (3) years.
4. Financial Strength. The contractor shall demonstrate its financial ability to undertake and complete the Project.

**V. APPEALING A QUALIFICATION FINDING**

A contractor may appeal the District’s decision. If a contractor decides to appeal the District’s qualification decision, it shall follow the procedure outlined below.

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- A.** Contractor shall submit, in writing, within three (3) working days from notification, a request for a written response to the District to explain any aspect of the District’s determination.
- B.** Within three (3) working days from receipt of the District’s written response to the contractor’s request, contractor may submit, in writing, a request for reconsideration by the District’s staff. Contractor may submit with the request any information that it believes supports a finding that District’s determination should be changed.
- C.** Within three (3) working days from receipt of the District’s written response following the reconsideration, contractor may submit, in writing, a request that the District’s findings be submitted to the District’s Governing Board (“Board”), at which time the contractor may address the Board pursuant to the Board’s procedures for public inquiry.

**VI. MISCELLANEOUS**

- A.** The information given in the Prequalification Package by contractors seeking prequalification is provided under oath, with the understanding that the providing of false information is, in itself, grounds for disqualification.
- B.** Pursuant to Public Contract Code Section 20101(a), prequalification “questionnaires and financial statements shall not be public records and shall not be open to public inspection; however, records of the names of contractors applying for prequalification status shall be public records subject to disclosure.”
- C.** The District may implement an OCIP (Owner Controlled Insurance Program) on specific projects.
- D.** All applicants must comply with the fingerprinting requirements of Education Code Section 45125.1 or 45125.2. Applicants are hereby informed with respect to their employees and all of their subcontractors’ employees, who may have contact with District pupils during the course of executing a contract for any of the Projects, the California Department of Justice must determine that none of those employees has been convicted of a felony, as the term is described in Education Code Section 45122.1. All applicants must provide proof of their company’s ability to submit any employees for fingerprinting via Live Scan. Proof can be submitted in the form of an Originating Agency Identification (“ORI”) Number. Or proof of an application to the Department of Justice for an ORI Number assignment after the contractor is awarded a project contract.

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