


ADDENDUM TO REQUEST FOR PREQUALIFICATION DOCUMENTS

	ADDENDUM #01
	Project: Napa Valley College Request for Prequalification for General Contractors Wine Spectator Wine Education Center RFQ #TBD
	Date: February 13, 2024

Addendum # 01 – The following clarifications are provided and must be added/considered when completing your submittal: Acknowledgement of receipt of this **ADDENDUM #01** is required in Part I of your submittal. Please clearly note the addendum date and number.

ITEM NO. 1 – Modifications to Request for Prequalification Document

The entire “Request for Prequalification for General Contractors Seeking to Bid on the Napa Valley College – Wine Spectator Wine Education Center project” document dated January 22, 2024 has been replaced in its entirety with the attached updated document dated February 13, 2024. The deadline for submissions is at 2:00 P.M. (Pacific Time) on Wednesday, February 21, 2024.

ITEM NO. 2 – Responses to Questions Submitted

QUESTION 1 – Does this pre-qualification process qualify the General Contractor for both Phase 1 and Phase 2 of the project? Does this pre-qualification process qualify the general contractor for the Napa Valley College District vendor list?

ANSWER – *The pre-qualification process qualifies the general contractor for both Phase 1 and Phase 2 of the Napa Valley College – Wine Education Center, although bidding will only be done on Phase 1 of the project at this time. Bidding award for Phase 1 does NOT ensure award of bidding for Phase 2 and is subject to a second bidding round. Pre-qualification for the Napa Valley College – Wine Spectator Wine Education Center does NOT qualify the general contractor for the Napa Valley College District vendor list. There is a separate process, which can be found on the Napa Valley College website, for general vendor list.*

QUESTION 2 – What is the current electrical service? Has the design team done any preliminary engineering to ensure it is sufficient for the new build out? Any switch gear or long lead electrical items determined thus far?

ANSWER – *This question is regarding the design and will be answered during the bid phase.*

QUESTION 3 – Regarding the question below from the prequal form:

Within the past seven (7) years has your firm contracted for and completed at a minimum one (1) DSA (Division of the State Architect) project with an original construction contract value of \$10 million or more? (The same projects may be used to meet the requirements of questions 14 through 20.)

Currently, we have (1) completed DSA project under 10mil, (1) in-progress project under 10mil, and (1) in-progress project over 10mil. Is it possible for us to qualify based on this?

ANSWER – *This is in reference to question 14 in part II of the questionnaire. This is a point-weighted question not a pass/fail question. The specific experience on DSA projects as noted above would result in a “0” point score for this specific question. However, this “0” point score on this one question would not result in immediate disqualification. Contractors will not be immediately disqualified by receiving “0” points for any of the point-weighted questions unless they do not meet the minimum number of total points required in each Part of the questionnaire.*

QUESTION 4 – Question 14 in Part II says that if our firm has not completed a DSA project with an original contract amount of \$10 million in the last seven years, we will be automatically disqualified. Our firm currently has the following DSA projects contracted:

- a. \$5,112,517 ground up building to be completed this year at an occupied middle school.
- b. \$2,266,360 site work contract to be completed this year at an occupied junior college.
- c. \$32,402,518 ground up building to be completed in 2025 at an occupied junior college.

Would our firm be immediately disqualified from the prequalification?

ANSWER – *No. Your firm would receive “0” points for this specific question base upon the status of the contracted work noted in your question above. However, this is a point-weighted question not a pass/fail question. If answers to the balance of the point-weighted questions in Part II totals at least 24 points, you would not be disqualified.*

QUESTION 5 – Reference Prequalification Part II, questions 14 – 22. It doesn't appear the projects contemplated in these questions necessarily need to match or be the same as the projects in Part IV, section 1 – Relevant Project Experience. Please confirm. It also does not appear that there needs to be any information submitted for the projects contemplated in Part II, questions 14-22 other than just checking the appropriate box. Please confirm.

ANSWER – *Confirmed as correct on both circumstances described in this question.*

QUESTION 6 – Reference Part IV, section 1 – Relevant experience and the similar section in the scoring criteria. The scoring criteria appears to read different than the language in the prequal section.

- a. Scoring criteria 1.A reads that at least 3 projects must be over \$5.0 Million whereas the prequalification section requires at least 3 projects to be over \$10.0 Million. Please clarify whether the value is 5 or 10 Million.
- b. Scoring criteria 1.B requires one project to be at least \$5.0 Million and a "Public Works Project in CA" whereas the prequalification section language requires at least one of the projects to be a "K-14 project in California". Seeing how the first paragraph requires all 6 projects to be public works projects we're assuming that to be a "public" K-14 project. We can meet the requirements for public project, some of those being higher education projects. We can also show K-14 experience, just not public K-14. Seeing how these sections show a "pass/fail" scoring, having no "public K-14" experience would preclude us from qualification. We would request being able to show either public works projects, non-public K-14 projects, or public higher education projects as we meet all the other requirements of the pre-qualification. Please advise.

ANSWER – *Changes and clarifications to Part IV, Section 1 (Relevant Project Experience) qualifications and scoring sections.*

Pre-Qualification Questionnaire Page 24 Part IV, Section 1. – No changes.

Evaluation/Scoring Page 9 Part IV, Section 1 should be changed as follows (see item highlighted):

1. *Information on six (6) projects included within last seven (7) years.*

Rating: PASS/FAIL

Yes – Ok to proceed (Pass)

No – Disqualified (Fail)

2. *Three (3) building projects with a completed construction value of at least \$10 million included.*

Rating: PASS/FAIL

Yes – Ok to proceed (Pass)

No – Disqualified (Fail)

3. *One (1) public works project in CA with a completed construction value of at least \$5 million included.*

Rating: PASS/FAIL

Yes – Ok to proceed (Pass)

No – Disqualified (Fail)

At least three (3) of the examples in response to Part IV, Section 1 (Relevant Project Experience) should have construction values in excess of \$10,000,000, including at least one (1) project that is a K-14 project in the State of California with a construction value in excess of \$5,000,000. Relevant projects shall include as many of the components and construction features listed in this section of the RFQ.

If you intend to include experience that is not public works, you may. However, your submitted project examples must still include at least three (3) public works projects within the last seven (7) years with a construction value in excess of \$10,000,000 and at least one (1) public works projects within the last seven (7) years that is a K-14 project in the State of California with a construction value in excess of \$5,000,000.

A single project may be used to meet multiple criteria. For example, a single private CA K-14 project that is over \$10,000,000 could meet the following example requirements of (a) a project with construction value over \$10,000,000 and (b) a K-14 project in the State of California with a construction value in excess of \$5,000,000. However, this example does not meet the requirement of being a public works project. You would still need to list at least three (3) other projects that are public works projects in excess of \$10,000,000 in construction value; however, these additional projects would not have to include a K-14 project in the State of California in excess of \$5,000,000 as that requirement is already met by the project noted in this “for example”.

QUESTION 7 – Part IV – Organization’s Experience and Recent Construction Projects Completed states to provide public works projects completed within the last 7 years. It doesn’t appear that this is a public works project, therefore, public works experience would not be relevant. Please advise if relevant experience to this project type can be substituted for public works experience?

ANSWER – *Napa Valley College is a public institution. Construction on the Wine Spectator Wine Education Center Project is a public works project as it is being constructed on the site of a publicly operated facility. Experience in public works projects completed within the last seven (7) years is relevant. At least three (3) of the examples should have construction values in excess of \$10,000,000, including at least one (1) project that is a K-14 project in the State of California with a construction value in excess of \$5,000,000. Relevant projects shall include as many of the components and construction features listed in this section of the RFQ. If you intend to include experience that is not public works, you may. However, your example projects must still include at least three (3) public works projects within the last seven (7) years with a construction value in excess of \$10,000,000 and at least one (1) public works projects within the last seven (7) years that is a K-14 project in the State of California with a construction value in excess of \$5,000,000.*

QUESTION 8 – Page 2 of 12 for the scoring requirements- question #14 is a pointed question but #14 of the packet is a yes/no question, see attached.

ANSWER – *The scoring for question #14 (Within the past seven (7) years has your firm contracted for and completed at a minimum one (1) DSA (Division of the State Architect) project with an original construction contract value of \$10 million or more) is changed to:*

No = 0 Points

Yes = 5 points

QUESTION 9 – Page 24 of 34 of the Prequal- Relevant Project Experience. Can we remove the word “original” for the construction values for the (3) examples.

ANSWER – *No. the word “original” will remain. At least three (3) of the examples should have construction values in excess of \$10,000,000, including at least one (1) project that is a K-14 project in the state of California with a construction value in excess of \$5,000,000. Relevant projects shall include as many of the components and construction features listed in this section of the RFQ. If you want to include experience that does not meet these stated values, you may. However, your list must still include at least three (3) public works projects within the last seven (7) years with a construction value in excess of \$10,000,000 and at least one (1) public works projects within the last seven (7) years that is a K-14 project in the State of California with a construction value in excess of \$5,000,000.*

QUESTION 10 – The Evaluation Criteria Form for Part II Essential Requirements for Qualification, questions 14-22 on pages 2-4 for the points scoring do not line up with options available in the Qualification Questionnaire on pages 13-14. See questions 14 and 16 as an example. Please clarify the correct scoring ratings for questions 14-22.

ANSWER – *Except as otherwise provided, Contractor will be immediately disqualified if the answer to any of questions 1 through 7, and 13 is “No”; if the answer to questions 8-12 is “yes”. If you score less than 24 points for questions 14-22, this can also disqualify the contractor. Contractors will not be disqualified in any of the point-weighted questions unless they do not meet the minimum number of points required. “Evaluation of Part II (Questions 1 through 19)” on Page 4 of 12 of the Evaluation Criteria should read “Evaluation of Part II (Questions 1 through 22).*

QUESTION 11 – In Part V Financial Statements and Supplemental Information, for information you must submit item #1 it is requesting the past three years of audit or reviewed financial statements. Please confirm we are to submit the past three years.

ANSWER – *The requirement to Part V – Financial Statements and Supplemental Information Item #1 is a “Full set of financial statements for **your most recent three (3) complete fiscal years**, accompanied by either an audit or review report by an independent Certified Public Accountant.” The submittal requirement is for **YOUR most recent three (3) complete fiscal years**, which must be accompanied by either an audit or review report by an independent Certified Public Accountant.*

**REQUEST FOR PREQUALIFICATION
FOR**

**GENERAL CONTRACTORS
SEEKING TO BID ON THE**

**NAPA VALLEY COLLEGE
Wine Spectator Wine Education Center**



**NAPA VALLEY COLLEGE DISTRICT
NAPA, CALIFORNIA**

Re-Issued: February 13, 2024

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PROJECT INFORMATION AND RFP INSTRUCTIONS

I. NOTICE OF PREQUALIFICATION

Notice is hereby given that Napa Valley College District (“District”) is seeking to prequalify B licensed Contractors who wish to compete for the award of contract for the Napa Valley College Wine Spectator Wine Education Center (WEC). The District has determined that, pursuant to Public Contract Code section 20651.5 all bidders on construction of the WEC Project must be pre-qualified prior to submitting a bid. All Contractors seeking to be prequalified must fully complete the prequalification questionnaire and provide all materials requested herein. No bid will be accepted from a Contractor that has failed to prequalify. If a Joint Venture intends to submit a bid, each entity within the Joint Venture must be separately prequalified.

II. PROJECT OVERVIEW

The new Wine Spectator Wine Education Center project (“Project”) is located on the District’s Main Campus at 2277 Napa-Vallejo Highway, Napa, California. This Project consists of two (2) phases. This Pre-Qualification is to pre-qualify Contractors that will be invited to bid on Phase 1 work. Phase 2 work is not being bid at this time. The District may use Phase 1 Pre-Qualified Contractors to bid on Phase 2 work when Phase 2 work is ready for bidding.

Phase 1 (work scope currently being bid)

Phase 1 includes construction of a new 7,445 SF Wine Education Center and new site improvements at this area. The new Wine Education building will contain wine sensory classrooms with an adjacent sensory preparation room, a wine laboratory classroom with an adjacent preparatory laboratory, administrative offices, multiple-user restrooms, a single user restroom, a custodial room and building services support spaces. These functions are currently located in the old Wine Education building and will migrate to the new Wine Education building when it is completed.

The new Wine Education building generally consists of the following:

- The foundation system will include continuous and pad concrete footings, and a slab on grade. The main vertical and horizontal building structure will be a combination of structural steel, architecturally exposed structural steel, steel moment frame, engineered wood and solid lumber. Exposed steel members receive a high-performance painted coating throughout the building, interior and exterior (fireproofing is not necessary).
- Exterior cladding is composed of a rain screen system with glass fiber reinforced cement planks and rough sawn plywood with board and battens. Exterior soffits consist of exposed wood boards over furring and cement plaster. Roofing is a combination of a metal standing seam system and a thermoplastic polyolefin system, with both systems over rigid insulation. A photovoltaic panel array field is mounted to the standing seam roofing system. A roof hatch with fixed wall ladder is provided for roof access.
- Exterior openings consist of aluminum storefront and entrances, and curtain wall glazing systems. Interior openings are hollow metal and aluminum door frames, with doors of wood, aluminum, and hollow metal. Door hardware is specified for all openings, exterior and interior.
- Interior floor finishes include sealed concrete, tile, carpet tile and resilient flooring. Interior wall finishes include painted gypsum wallboard, tile, exposed wood boards, acoustical wall panels and fiber reinforced wall panels. Interior ceiling finishes include painted gypsum wallboard, suspended acoustical panels, and exposed wood boards.
- Laboratory equipment and casework with epoxy resin countertops are included in the wine laboratory and adjacent preparation room. Casework in the sensory classroom and adjacent preparatory area are plastic laminate veneered wood with epoxy resin countertops.
- Specialties include an operable folding acoustic partition, toilet partitions and accessories, wire storage shelving, fire extinguisher cabinets, dry erase boards, and building signage.
- Appliances include wine cooler cabinets, commercial grade glassware dishwashers.

Wine Spectator Wine Education Center

- Furnishings identified are electric window shades and recessed entry mats.
- Audio visual includes equipment, display panels, speaker system, assistive listening system, and controls.
- Fire protection consists of an NFPA 72 fire alarm system with voice evacuation, and an NFPA 13 automatic fire sprinkler system. Includes new fire service and hydrants.
- Plumbing systems generally include sanitary waste, vent, storm drain, domestic water, condensate, filtered water, laboratory waste, and natural gas. Plumbing generally includes fixtures for restrooms, laboratories and preparatory rooms, wine preparatory spaces, cart wash area, custodial room, mechanical equipment service, and general building services.
- Mechanical systems and equipment generally are variable refrigerant flow, rooftop gas fired units, exhaust fans, fume hood exhaust fan, ductwork, piping, air outlets and controls.
- Electrical systems and equipment generally consist of a pad mounted transformer and site distribution for power and fiber optic systems, building power and signal, lighting (building and site), lighting controls, communications and cable management systems, photovoltaic system with battery storage, and telecommunication system.
- Security system infrastructure pathways will be provided, with devices to be installed by the College.
- Site improvements will include accessibility upgrades to existing parking with paths of travel to the buildings, underground utility extensions to existing points of connection with trenching and patching, concrete walkways and patios, concrete retaining walls, concrete and stairs and ramps, patio with pavers, chain link fencing, site furnishings, tree protection/preservation, landscaping and irrigation system, miscellaneous related work.
- Refer to drawings and specifications for additional materials, equipment, and systems not identified above.

Phase 1 is anticipated to be issued for bid in March 2024. Construction is anticipated to commence in June 2024. The total project budget for Phase 1 is approximately \$10 million. Due to interface with an occupied campus, the following phases and timeframes have been established for Phase 1 work: Mobilize on site and demolish old buildings and site preparation for new building, including extensions to existing utility and infrastructure connections. Demolish old Wine Education building. Construct new Wine Education building and associated site improvements, including building pad for possible Phase 2 Wine Education Hospitality building. Phase 1 Building to be ready for occupancy July 1, 2025.

Phase 2 (future Project phase)

Phase 2 work includes the new Wine Education Hospitality building (Phase 2), of approximately 3,080 SF, will be constructed of similar structure, exterior envelope, interior finishes, equipment, systems, and services as the Phase 1 building. Included in Phase 2 are: site preparation, construction of new Wine Education Hospitality building, connection of utilities and infrastructure, and construction associated with site improvements.

The following items are specific to the Phase 2 scope:

- Exterior openings include an aluminum horizontal sliding glass wall.
- Casework in the hospitality room includes a custom decorative metal finish.
- Laboratory casework, equipment, fixtures, plumbing, and mechanical laboratory grade items will not be necessary.
- Refer to drawings and specifications for additional materials, equipment, and systems not identified above.

III. PREQUALIFICATION PROCESS

A. Prequalification Submittal Overview:

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 District will use these documents as the basis of rating Contractors. The District reserves the right to check other sources available. The District's decision will be based on the evaluation criteria in the attached Evaluation Forms.

The prequalification packages (questionnaire answers and financial statements) 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. However, the contents may be disclosed to third parties for purpose of verification, or investigation of substantial allegations, or in the appeal hearing. State law requires that the names of contractors applying for prequalification 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 in 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.

The District may refuse to grant prequalification where the requested information and materials are not provided, or not provided by the due date. The closing time for submittals will not be changed in order to accommodate supplementation of incomplete submissions, or late submissions.

The District reserves the right to make other inquiries as permitted by law. The District reserves the right, in its sole discretion, to reject any or all prequalification packages, to waive irregularities and omissions in the information contained in the prequalification package submitted, and to make all final determinations.

Contractors that have submitted a Prequalification Package shall receive written notification of their prequalification status. The District reserves the right to suspend or rescind the prequalification based on subsequently learned information, including falsification of information. Regardless of the fact of prequalification, the District is not precluded from a post-bid consideration of a bidder's responsibility, including a determination of whether a bidder has the quality, fitness, capacity and experience to satisfactorily perform the proposed work, and has demonstrated the requisite trustworthiness.

B. Prequalification Forms:

All prequalification packages shall be on the forms provided by the District. Prequalification forms can be downloaded from the District's website at www.napavalley.edu

C. Deadline for Submitting Prequalification Packages:

Contractors are required to submit a prequalification package and submit one (1) unbound single sided original with attachments, five (5) bound copies with attachments and one (1) electronic copy (flash/thumb drive) including a PDF copy of the prequalification package. Please tab all sections of the Prequalification Questionnaire according to the table of contents. Prequalification submittals must be marked clearly on the sealed envelope with your firm name and "**Prequalification for General Contractors for the WEC**". Contractors must "hand deliver" a fully completed prequalification package as detailed above on or prior to:

2:00 P.M. (Pacific Time) on February 21, 2024. Prequalification Submittals are to be delivered to:

Napa Valley Community College District
2277 Napa Vallejo Highway
Room #4103
Napa, CA 94558

Submittals received after the specified time and date will not be considered and will be returned unopened to the sender. **THIS SUBMISSION DEADLINE WILL BE STRICTLY ENFORCED.** No fax, mail or e-mail copies will be accepted. The District reserves the right to request, receive, and evaluate supplemental information after the above time and date at its sole discretion.

D. Mandatory Pre-Submittal Conferences:

Two pre-submittal conferences are scheduled for:

Wednesday, January 31, 2024, at 10:00 A.M. (Pacific Time)

Thursday, February 01, 2024, at 1:00 P.M. (Pacific Time)

Interested parties are to meet at the Napa Valley Community College, 2277 Napa Vallejo Highway, Napa, CA 94558, Room #4103 in the 4100 building. The meeting will include a presentation of the project and will allow for questions regarding the prequalification package.

The same information will be addressed at both pre-submittal conferences. In order for a contractor's submittal in response to this RFQ to be considered, **interested parties MUST attend at least one (1) of these pre-submittal conferences. Failure to attend at least one (1) of these pre-submittal conferences will result in the submittal not being considered and will lead to immediate disqualification.**

E. Questions about the Prequalification Process:

Contractors are required to submit any questions in writing, via e-mail only, to the District's Project Manager no later than **4:00 P.M. (Pacific Time) on Thursday February 8, 2024.** The District's Project Manager is:

Ken Burroughs
Project Manager
Kitchell
Email: kburroughs@kitchell.com

No other questions will be received after the deadline. Only written inquiries will be permitted. Under no circumstance should any contractors contact, discuss with, or inquire of any District consultant, employee, or elected official on any matter relating to this solicitation process, except as provided above.

An Addendum listing the questions and answers will be issued to all attendees of the Mandatory Prequalification Conferences and posted on the District's web site on **February 13, 2024.**

This requirement is to ensure that the same information is communicated to all parties and that no inconsistent, incomplete, or inaccurate information is transmitted separately.

IV. PREQUALIFICATION EVALUATION

The District intends to utilize the Department of Industrial Relations, Model Forms for Prequalification and suggested scoring method for questions. The scoreable questions arise in the following categories:

PART I	Company Contact Information, Declaration and Acknowledgement of Addenda
PART II	Essential Requirements for Qualification
PART III	Organization History, Organization Performance, Compliance with Civil and Criminal Laws
PART IV	Organization's Experience and Recent Construction Projects Completed
PART V	Financial Statements and Supplemental Information
PART VI	Required Attachments

Note: A contractor may be found not prequalified for either:

- (1) Omission of requested information; or
- (2) Falsification of information

V. PREQUALIFICATION APPEAL PROCESS

Where a Contractor is not pre-qualified, the Contractor may dispute the District's determination through the appeal process. An appeal is begun by the Contractor delivering a written request for an explanation of any aspect of the District's determination to the District's Project Manager:

Ken Burroughs, Project Manager, Kitchell
2277 Napa-Vallejo Hwy,
Room #4103
Napa, CA 94558

A contractor's written request must be postmarked no later than five (5) business days after receipt of notice that the contractor is not prequalified.

Within five (5) 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.

The District will render its decision within five (5) working days from receipt of Contractor's request for reconsideration, which shall be final and not subject to further appeal. It is the intention of the District that the date for the submission and opening of bids will not be delayed or postponed to allow for completion of an appeal process.

Without a timely appeal, the Contractor waives any and all rights to challenge the decision of the District, whether by administrative process, judicial process or any other legal process or proceeding.

PREQUALIFICATION QUESTIONNAIRE

PART I. COMPANY CONTACT INFORMATION and DECLARATION

Firm Name: _____
(as it appears on license)

Check One: Corporation
 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: _____

Contractor's DIR Registration Number: _____

DECLARATION

1. Acknowledgement and Release. By signature and date on this page, prospective bidder authorizes any financial institution, credit reporting agency and/or service, legal firm or any other type of business, agency or individual named within this document to release to the Napa Valley College District (or Napa Valley College District's designated representative) any and all information as that information relates, or could relate, to their ability to evaluate the background, stability and general worthiness of this bidder to perform current or future construction activities if Prequalified and awarded a contract by the Napa Valley College District.

- a. A photocopy of this page shall be deemed as valid as an original document.
- b. This Acknowledgement and Release shall remain in effect until such time as the prospective bidder, in writing, requests that the Napa Valley College District cease any attempt to evaluate himself/herself/themselves as potential Prequalified bidder for construction work on the Wine Spectator Wine Education Center Project.

2. 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: _____

(Signature)

(Print name and title)

Acknowledgement of Addenda

Prospective Bidder hereby acknowledges receipt of all Addenda through and including:

Addendum No. _____ , dated _____ .

Addendum No. _____ , dated _____ .

Addendum No. _____ , dated _____ .

Addendum No. _____ , dated _____ .

Addendum No. _____ , dated _____ .

Addendum No. _____ , dated _____ .

Company _____

Authorized Signature _____

Printed Name _____

PART II. ESSENTIAL REQUIREMENTS FOR QUALIFICATION

Except as otherwise provided, Contractor will be immediately disqualified if the answer to any of questions 1 through 7, and 13 is “No.”

Contractor will be immediately disqualified if the answer to any of questions 8 through 12 is “Yes.”¹

1. Contractor possesses a valid and current California Contractor’s B license.

Yes No

Contractor is currently registered with the California Department of Industrial Relations.

Yes No

2. Contractor has Commercial Liability insurance in the amount of \$2,000,000 each occurrence and \$4,000,000 general aggregate for bodily injury, personal injury, property damage, advertising injury, and medical payments.

Yes No

3. Contractor has Automobile Liability insurance in the amount of \$1,000,000 combined single limit per accident and \$2,000,000 general aggregate for bodily injury and property damage.

Yes No

4. Contractor has Workers’ Compensation Workers’ Compensation limits as required by the Labor Code of the State of California and Employers Liability limits of \$1,000,000 per accident.

Yes No

5. Contractor has Builder’s Risk Insurance at 100% of the value of the contract.

Yes No

6. Have you attached your latest copy of a reviewed or audited financial statement with accompanying notes and supplemental information.

Yes No

NOTE: A financial statement that is not either reviewed or 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.

¹ A contractor disqualified solely because of a “Yes” answer given to question 7, 8, or 10 may appeal the disqualification and provide an explanation of the relevant circumstances during the appeal procedure.

7. 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: (a) that your current bonding capacity is sufficient for the project for which you seek prequalification if you are seeking prequalification for a single project; or (if you are seeking prequalification 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.

8. Has your contractor's license been suspended or revoked at any time in the last five (5) years?

Yes No

9. Has a surety firm completed a contract on your behalf, or paid for completion because your firm was in default and/or terminated by the project owner within the last five (5) years?

Yes No

10. At the time of submitting this prequalification form, is your firm ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract, pursuant to either Labor Code section 1777.1 or Labor Code section 1777.7?

Yes No

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

11. At any time during the last five (5) 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

12. 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.

13. Was your firm in bankruptcy any time during the last five (5) years?

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.

Wine Spectator Wine Education Center

14. Within the past seven (7) years has your firm contracted for and completed at a minimum one (1) DSA (Division of the State Architect) project with an original construction contract value of \$10 million or more? (The same projects may be used to meet the requirements of questions 14 through 22.)
- Yes No
15. Within the past seven (7) years how many teaching classrooms for community colleges or universities has your firm contracted for and completed at a minimum 75% or more of the actual construction work at this time? These projects may be either whole or in part classified as education center building use. (The same projects may be used to meet the requirements of questions 14 through 22.)
- No Projects 1 – 3 Projects 4 or More Projects
16. Within the past seven (7) years how many laboratory or science classrooms for community colleges or universities has your firm contracted for and completed at a minimum 75% or more of the actual construction work at this time? These projects may be either whole or in part classified as education center building use. (The same projects may be used to meet the requirements of questions 14 through 22.)
- No Projects 1 – 3 Projects 4 or More Projects
17. Within the past seven (7) years how many winery tasting rooms has your firm contracted for and completed at a minimum 75% or more of the actual construction work at this time? These projects may be either whole or in part classified as education center building use. (The same projects may be used to meet the requirements of questions 14 through 22.)
- No Projects 1 – 3 Projects 4 or More Projects
18. Within the past seven (7) years how many K-12, Community College, Public University or other Public Works projects with an original construction contract value of \$5 million or more has your firm contracted for and completed at a minimum 75% or more of the actual construction work at this time? (The same projects may be used to meet the requirements of questions 14 through 22.)
- No Projects 1 – 3 Projects 4 or More Projects
19. Within the past seven (7) years how many DSA (Division of the State Architect) projects with an original construction contract value of \$5 million or more has your firm contracted for and completed at a minimum 75% or more of the actual construction work at this time? (The same projects may be used to meet the requirements of questions 14 through 22.)
- 1 - 2 Projects 3 – 5 Projects 6 or More Projects
20. Within the past seven (7) years how many projects with an original contract value somewhere between \$5.1 million - \$9.99 million has your firm contracted for and completed at least a minimum 75% or more of actual construction value in work at this time? (The same projects may be used to meet the requirements of questions 14 through 22.)
- No Projects 1 – 2 Projects 3 or More Projects
21. Within the past seven (7) years how many projects with an original contract value somewhere between \$10 million - \$14 million has your firm contracted for and completed at least a minimum 75% or more of actual construction value in work at this time? (The same projects may be used to meet the requirements

of questions 14 through 22.)

- No Projects 1 – 2 Projects 3 or More Projects

22. Within the past seven (7) years how many projects with an original contract value at \$15 million or more has your firm contracted for and completed at least a minimum 75% or more of actual construction value in work at this time? (The same projects may be used to meet the requirements of questions 14 through 22.)

- No Projects 1 – 2 Projects 3 or More Projects

PART III. 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

- 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 percent (10%) or more of the business, or ten percent (10%) or more of its stock if the business is a corporation.

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

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

- 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 percent (10%) or more of the business.

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. 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.

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

2. Has there been any change in ownership of the firm at any time during the last three (3) 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 percent (50%) 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 (3) 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

C. LICENSES

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

8. 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.

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

Yes No

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

10. Has any owner, partner or (for corporations) officer of your firm operated a construction firm under any other name in the last five (5) years?

Yes No

If “yes,” explain on a separate signed page, including the reason for the change.

11. 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 (5) years?

Yes No

If “yes,” please explain on a separate signed sheet.

D. DISPUTES

12. At any time in the last five (5) years has your firm been assessed 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.

13. In the last five (5) 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 prequalification 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.

14. In the last five (5) years has your firm been denied an award of a public works project contract based on a finding by a public agency 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.

* * * * *

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.

15. In the past five (5) 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).

16. In the past five (5) 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).

* * * * *

17. At any time during the past five (5) 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.

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

Yes No

If "yes," explain on a separate signed page. Name the insurance carrier, the form of insurance and the year of the refusal.

E. CRIMINAL MATTERS AND RELATED CIVIL SUITS

19. 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.

20. 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.

21. 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

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

Name of bonding company/surety: _____

Name of surety agent, address and telephone number:

23. If your firm was required to pay a premium of more than one percent (1%) for a performance and payment bond on any project(s) on which your firm worked at any time during the last three (3) years, state the percentage that your firm was required to pay. You may provide an explanation for a percentage rate higher than one percent (1%), if you wish to do so.

24. List all other sureties (name and full address) that have written bonds for your firm during the last five (5) years, including the dates during which each wrote the bonds:

25. During the last five (5) years, has your firm ever been denied bond coverage by a surety company, or has there ever been a period of time when your firm had no surety bond in place 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 that 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

26. 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 (5) 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 “yes,” attach 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.

27. Has the Federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five (5) 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.

28. Has the state or federal 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 (5) 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.

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

30. List your firm's Experience Modification Rate (EMR) (California workers' compensation insurance) for each of the past three (3) 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 (3) years is or was 1.00 or higher you may, if you wish, attach a letter of explanation.

31. Within the last five (5) 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 (5) years. (If your firm has been in the construction business for less than five (5) 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

32. Has there been more than one occasion during the last five (5) 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.

33. During the last five (5) 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.

34. 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 Napa Valley College District

35. At any time during the last five (5) 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 government construction projects?

NOTE: You may omit reference to any incident that occurred prior to January 1, 2014, 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).

PART IV. ORGANIZATION'S EXPERIENCE AND RECENT CONSTRUCTION PROJECTS COMPLETED

Provide information on projects completed or currently in progress that demonstrate your organization's experience with projects of similar scope, size and complexity as the Napa Valley College Wine Spectator Wine Education Center. Provide specific project related experience, relevance of scope, size and complexity.

1. Relevant Project Experience

Provide information for six (6) public works projects completed within the last seven (7) years. Please use the Sample Format following this section.

At least three (3) of the examples should have original construction values in excess of \$10,000,000, including at least one (1) project that is a K-14 project in the state of California with a construction value in excess of \$5,000,000. Relevant projects shall include as many of the following components and construction features as applicable:

- Education buildings in excess of 10,000 sf
- Steel framed buildings
- Buildings with steel moment frames
- Buildings with architecturally exposed structural steel
- Buildings with rain screen with glass fiber reinforced cement planks or panels
- Buildings with extensive storefront systems
- Buildings with standing seam metal roofing
- Buildings with TPO roofing
- Buildings with photovoltaic systems with rooftop arrays installed
- Buildings with NFPA 13 automatic fire sprinklers systems
- Buildings with NFPA 72 fire alarm system with voice evacuation
- Buildings with a lithium ion phosphate battery storage room
- Projects consisting of or which include college or university laboratories with preparatory rooms
- Projects with complex interrelated building systems such as security monitoring and alarm, building and energy management systems, telecommunications, data distribution and other related sub-systems
- Projects in the center of educational campuses requiring work adjacent to existing sites/facilities that remain occupied and operational, while new work including utilities, site features, security, building and energy management, and telephone/data systems are constructed
- Demolition of buildings in excess of 15,000sf
- Projects whose agency of jurisdiction was California State Division of the State Architect (DSA)

Clearly identify the relevance of each project and be specific as to the nature of any self-performed work and the role of your organization in the management of the overall project. Photos and other graphic materials would be helpful to delineate each project.

2. Reference Interview Questions

This section includes a series of interview questions and questions about recently completed projects. **The District, in its sole discretion, may choose whether or not to conduct these reference interviews.** If the District chooses to conduct the interviews, the following questions will be used to interview randomly selected contacts from at least two (2) completed projects. No action on the Contractor's part is necessary. The following questions are included for the Contractors' information only:

1. Are there any outstanding stop payment notices, liens, or claims by the contractor that are currently unresolved on contracts for which notices of completion were recorded more than 120 days ago? (1 point for each is deducted from overall score; maximum amount to be deducted is 5 points)
2. On a scale of 1-10, with 10 being the best, did the contractor provide adequate personnel? (Max. 10 points)
3. On a scale of 1-10, with 10 being the best, did the contractor provide adequate supervision? (Max. 10 points)
4. On a scale of 1-10, with 10 being the best, was there adequate equipment provided on the job? (Max. 10 points)
5. On a scale of 1-10, with 10 being the best, was the contractor timely in providing reports and other paperwork, including change order paperwork and scheduling updates? (Max. 10 points)
6. On a scale of 1-10, with 10 being the best, did the contractor adhere to the project schedule that your agency or business approved? (Max. 10 points)
7. Was the project completed on time? (10 points if the answer is "Yes"). Or, if the answer is "no," on a scale of 1-10, with 10 being the least responsible, how responsible was the contractor for the delay?
8. On a scale of 1-10, with 10 being the best, rate the contractor on the timely submission of Change Order requests. (Max. 10 points)
9. On a scale of 1-10, with 10 being the best, rate the contractor on how well the contractor performed the work after a change order was issued, and how well the contractor integrated the change order work into the existing work. (Max. 10 points).
10. On a scale of 1-10, with 10 being the best, rate how the contractor performed in the area of Operation & Maintenance manuals, as-built drawings, providing required training and resolving warranty items? (Max. 10 points)
11. On a scale of 1-10, with 10 being the lowest amount, rate the contractor on whether there were an unusually high number of claims, given the nature of the project. (Max. 10 points)
12. On a scale of 1-10, with 10 being the timeliest, did the contractor make timely payments to either subcontractors or suppliers? (If the person being interviewed knows of no such difficulties, the score on this question should be "10.")
13. On a scale of 1-10, with 10 being the best, how would you rate the quality of the work overall? (Max. 10 points)

Project Description and Information Sheet

Contractor shall provide information about its six (6) most recently completed public works projects within the last ten (10) years. Names and references must be current and verifiable. Use a separate sheet of paper for each project and provide all the following information:

Project Name: _____

Location: _____

Gross Area (SF): _____

Project Delivery Method: _____

Owner: _____

Owner Contact (name, current email, and current phone number):

Architect or Engineer: _____

Architect or Engineer Contact (company name, contact and current email and phone number):

Construction Manager: _____

Construction Manager Contact (company name, contact and current email and phone number):

Description of Project, Scope of Work Performed: _____

LEED Certification Level (if any): _____

Original Construction Contract Amount: _____

Total Value of Construction (including change orders): _____

Original Scheduled Completion Date: _____

Time Extensions Granted (number of days): _____

Actual Date of Completion: _____

PART V. FINANCIAL STATEMENTS AND SUPPLEMENTAL INFORMATION

Financial prequalification may be established by determining capacity to perform the Wine Spectator Wine Education Center Project contract in the following manner:

- a. Working capital is determined from the most recent balance sheet submitted, by subtracting the current liabilities from current assets.
- b. Available lines of credit or other credit facilities are then added to the working capital, and then the sum is multiplied by ten (10).
- c. Uncompleted work on current contracts, which have been awarded to your organization (backlog), will be subtracted from the amount determined in paragraph "b" above.
- d. Any positive number resulting from paragraph "c" above would be the maximum Napa Valley College District contract that can be awarded to the Submitting organization.

Should your organization not qualify on the basis of the above calculation, the Napa Valley College District may consider other alternative information you can provide that, in its sole judgment, indicates clearly your ability to meet the financial requirements of the anticipated Napa Valley College District contract. This information must include the required data described below, and sufficient supplemental analysis and description as needed to clearly present your position. This information must be submitted with your Request for Prequalification. It is your responsibility to make the above-described calculation and determine if additional information will be required to demonstrate your ability to perform the project.

Information you must submit includes:

1. Full set of financial statements for your most recent three (3) complete fiscal years, accompanied by either an audit or review report by an independent Certified Public Accountant. *Compiled or internally prepared financial statements will not be accepted.* Statements, which are older than six (6) months, must be supplemented by internally financial statements, which update the information to no more than six (6) months from the date of submission of the Request for Prequalification. Such statements must be prepared in accordance with generally accepted accounting principles, including all required information disclosures.
2. Letter from a financial institution in support of available lines of credit or other facilities, if you wish them to be considered in prequalification. See attached "General Statement of Bank Credit" for sample language; Attachment - 1.
3. Schedule indicating contracts, which have been awarded to you, and reconciling the original award, any amendments, completed portion and uncompleted portion of such contracts. This is your backlog of work awarded but not yet complete.

PART VI. REQUIRED ATTACHMENTS

Name of Organization (Name must correspond exactly with Contractor's License)

Napa Valley College District
2277 Napa-Vallejo Hwy
Napa, CA 94558

The following documents, Attachments 1 through 8, are to be submitted as part of the Request for Prequalification. Failure to provide all these attachments will be cause for disqualification for this project.

- **Attachment 1** - General Statement of Bank Credit
- **Attachment 2** - Certificate of Accountant
- **Attachment 3** - Notarized Statement from Bonding Company
- **Attachment 4** - Notarized Statement from Worker's Compensation Insurance Carrier
- **Attachment 5** - Current Copy of Organization's California Contractor's License(s)
- **Attachment 6** - Certification declaring that the applying organization has not had a surety company finish work on any project within the last five (5) years.
- **Attachment 7** - Certification declaring that the applying Organization, in the last five (5) years has not been found by a judge, arbitrator, jury, or a nolo contendere plea to have submitted a false or fraudulent claim to a public agency.
- **Attachment 8** - Certification declaring that the applying Organization has not been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of violations of law or a safety regulation, pursuant to Public Contract Code section 10162.

Attachment 1

BANK CREDIT STATEMENT

_____ (Date)

Bank Reference # -----

Gentlemen:

In connection with the pre-qualification of _____
(Name of General Contractor)

Under Section 10160 et seq. of the Public Contract Code to perform contracts with the City, we hereby declare that said General Contractor has been extended a line of credit in a total amount not exceeding \$_____, and that such credit will not be withdrawn or reduced without notice to the Napa Valley College District.

This letter is signed with the understanding that it is a document to be used by the Napa Valley Community College District only for the purpose of determining the financial resources of said General Contractor available for use in performing work under contracts, which may be awarded by the Napa Valley College District during the term of its prequalification.

This General Statement of Bank Credit supersedes and replaces any General Statement of Bank Credit from the same Bank, which may have been filed with the current General Contractor's Statement of Experience and Financial Condition and will EXPIRE with the Annual Contractor's Statement of Experience and Financial Condition for which the line of credit was issued.

----- (Name of Bank)

----- (Address)

By ----- (Signature of Bank Representative)

----- (printed name and Title)

----- (phone)

PLEASE NOTE: The above form is optional and may be used to augment your Working Capital or help your firm establish a rating when completed by your bank; if they prefer, one with the same provisions maybe issued on the bank's own letterhead.

Attachment 2

Certificate of Accountant

Exchange this page for a certification declaring that the financial statements included in this Prequalification Submittal set forth fairly the financial condition of the applying organization.

Sample Declaration

I (We) have examined the financial statements of _____
(Name of Organization)
as of _____. My examination was made in accordance with generally accepted auditing standards and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In my (our) opinion, the accompanying financial statements included in this Prequalification Submittal, set forth fairly the financial condition of _____
(Name of Organization)
as of _____ *in conformity with generally accepted accounting principles applied on a basis consistent with that of the proceeding year.*

(Accountant's Signature) License No. : _____

(Name of Accounting Firm's)

(Address of Firm)

NOTE TO ACCOUNTANT:

The above Certificate of Accountant must not be made by any individual who is a member or who is in the regular employment of the individual, partnership, corporation, or joint venture submitting this Request for Prequalification.

Attachment 6

Certification Declaring Applying Organization Has Not Had Surety Finish Work on any Project within last Five Years

Exchange this page for a certification declaring that the applying organization has not had a surety company finish work on any project within the last five (5) years.

Sample Declaration

I, _____ authorized agent of _____
(Name of Organization)

hereby certify, under penalty of perjury under the laws of the State of California, that the organization named above has not had a surety company finish work on any project within the last five (5) years.

Signed: _____ Dated: _____

Attachment 7

False or Fraudulent Claim

Exchange this page for a certification declaring that the applying organization in the last five (5) years has not been found, by a judge, arbitrator, jury, or nolo contendere plea, to have submitted a false or fraudulent claim to a public agency.

Sample Declaration

I, _____ authorized agent of _____
(Name of Organization)

hereby certify, under penalty of perjury under the laws of the State of California, that the foregoing is true and correct. In the last five (5) years, the organization named above, any affiliate, parent or subsidiary company, has not been found by a judge, arbitrator, jury, or nolo contendere plea, to have submitted a false or fraudulent claim to a public agency.

Signed: _____ Dated: _____

Attachment 8

Disqualification or Removal

Exchange this page for a certification declaring that the applying organization has not been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of violations of law or a safety regulation, pursuant to State of California, Public Contract Code, Section 10162.

Sample Declaration

I, _____ authorized agent of _____
(Name of Organization)

hereby certify, under penalty of perjury under the laws of the State of California, that the organization named above has not been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state or local government project because of violations of law or a safety regulation, pursuant to State of California, Public Contract Code, Section 10162.

Signed: _____ Dated: _____

**PREQUALIFICATION
EVALUATION FORMS
(FOR INFORMATION PURPOSES)**

**Prequalification of General Contractors
Contractor Evaluation Form
Napa Valley College District
Wine Spectator Wine Education Center**



CONTRACTOR INFORMATION

Firm Name:
Contact Person:
Address:
Phone:

PREQUALIFICATION EVALUATION

Evaluation

PART I	COMPANY CONTACT INFORMATION, DECLARATION and AFFIDAVIT	PASS / FAIL
PART II	ESSENTIAL REQUIREMENTS FOR PREQUALIFICATION	PASS / FAIL
PART III	ORGANIZATION HISTORY, ORGANIZATION PERFORMANCE, COMPLIANCE WITH CIVIL AND CRIMINAL LAWS	PASS / FAIL
	PART III Sections B through F	PASS / FAIL
	PART III Sections G through H	PASS / FAIL
PART IV	ORGANIZATION'S EXPERIENCE AND RECENT CONSTRUCTION PROJECTS COMPLETED	PASS / FAIL
PART V	FINANCIAL STABILITY	PASS / FAIL
PART VI	REQUIRED ATTACHMENTS	PASS / FAIL

PREQUALIFICATION DETERMINATION

PASS / FAIL

*Contractor **MUST PASS ALL PARTS I-VI** for be deemed prequalified to bid. To "PASS" any single part, contractor **MUST PASS** all PASS/FAIL questions and **MUST** obtain the stated passing score when questions are rated rather than being PASS/FAIL.*



**Prequalification of General Contractors
 Contractor Evaluation Form
 Napa Valley College District
 Wine Spectator Wine Education Center**

Contractor:
Reviewed by:
Review Date:

PASS/FAIL

PART I COMPANY CONTACT INFORMATION AND DECLARATION AND ACKNOWLEDGEMENT OF ADDENDA

Company contact information and declaration completed and signed

Yes - OK to proceed
No - Disqualified

Rating:

Acknowledgement of Addenda

Yes - OK to proceed
No - Disqualified

Rating:

Evaluation of Part I

Rating: **PASS / FAIL**

PART II ESSENTIAL REQUIREMENTS FOR QUALIFICATION

1-6 Contractor will be immediately disqualified if the answer to any of questions 1 through 6 is "No."

List Questions Answered "NO" :	<input style="width: 200px; height: 15px;" type="text"/>
--------------------------------	--

Rating:

7-12 Contractor will be immediately disqualified if the answer to any of questions 7 through 12 is "Yes."

List Questions Answered "YES" :	<input style="width: 200px; height: 15px;" type="text"/>
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Rating:

13 Contractor will be immediately disqualified if the answer to questions 13 a is "No."

List Questions Answered "NO" :	<input style="width: 200px; height: 15px;" type="text"/>
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Rating:

14 - 22 For qualification, a passing score of 24 or more is required for this portion of the questionnaire.

Rating:

14. Within the past seven (7) years has your firm contracted for and completed at a minimum one (1) DSA (Division of the State Architect) project with an original construction contract value of \$10 million or more? (The same projects may be used to meet the requirements of questions 14 through 22.)

	Points
--	--------

No	=	0 Points
Yes	=	5 Points



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15. Within the past seven (7) years how many teaching classrooms for community colleges or universities has your firm contracted for and completed at a minimum 75% or more of the actual construction work at this time? These projects may be either whole or in part classified as education center building use. (The same projects may be used to meet the requirements of questions 14 through 22.)

No project	= 0 Points
1 - 3 projects	= 3 Points
4 or more projects	= 5 Points

Points

16. Within the past seven (7) years how many laboratory or science classrooms for community colleges or universities has your firm contracted for and completed at a minimum 75% or more of the actual construction work at this time? These projects may be either whole or in part classified as education center building use. (The same projects may be used to meet the requirements of questions 14 through 22.)

1 - 2 projects	= 0 Points
3 - 5 projects	= 3 Points
6 or more projects	= 5 Points

Points

17. Within the past seven (7) years how many winery tasting rooms has your firm contracted for and completed at a minimum 75% or more of the actual construction work at this time? These projects may be either whole or in part classified as education center building use. (The same projects may be used to meet the requirements of questions 14 through 22.)

No projects	= 0 Points
1 - 2 projects	= 3 Points
3 or more projects	= 5 Points

Points

18. Within the past seven (7) years how many K-12, Community College, Public University or other Public Works projects with an original construction contract value of \$5 million or more has your firm contracted for and completed at a minimum 75% or more of the actual construction work at this time? (The same projects may be used to meet the requirements of questions 14 through 22.)

No projects	= 0 Points
1 - 2 projects	= 3 Points
3 or more projects	= 5 Points

Points



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19. Within the past seven (7) years how many DSA (Division of the State Architect) projects with an original construction contract value of \$5 million or more has your firm contracted for and completed at a minimum 75% or more of the actual construction work at this time? (The same projects may be used to meet the requirements of questions 14 through 22.)

	Points
--	--------

No projects	=	0 Points
1 - 2 projects	=	5 Points
3 or more projects	=	10 Points

20. Within the past seven (7) years how many projects with an original contract value somewhere between \$5.1 million - \$9.99 million has your firm contracted for and completed at least a minimum 75% or more of actual construction value in work at this time? (The same projects may be used to meet the requirements of questions 14 through 22.)

	Points
--	--------

No projects	=	0 Points
1 - 2 projects	=	3 Points
3 or more projects	=	5 Points

21. Within the past seven (7) years how many projects with an original contract value somewhere between \$10 million - \$14 million has your firm contracted for and completed at least a minimum 75% or more of actual construction value in work at this time? (The same projects may be used to meet the requirements of questions 14 through 22.)

	Points
--	--------

No project	=	0 Points
1 - 3 projects	=	3 Points
4 or more projects	=	5 Points

22. Within the past seven (7) years how many projects with an original contract value at \$15 million or more has your firm contracted for and completed at least a minimum 75% or more of actual construction value in work at this time? (The same projects may be used to meet the requirements of questions 14 through 22.)

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No project	=	0 Points
1 - 3 projects	=	3 Points
4 or more projects	=	5 Points

Evaluation of Part II (Questions 1 through 22) Rating: PASS / FAIL



**Prequalification of General
Contractors Contractor Evaluation
Form
Napa Valley College District
Wine Spectator Wine Education Center**

Contractor:
Reviewed by:
Review Date:

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

Sections B through F

- 6 How many years has your organization been in business in California as a contractor under your present business name and license number? Points
- | | | |
|-------------------|---|----------|
| less than 3 years | = | 0 Points |
| 3 years | = | 2 Points |
| 4 years | = | 3 Points |
| 5 years | = | 4 Points |
| 6 years or more | = | 5 Points |
-
- 11 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? Points
- | | | |
|-----|---|----------|
| Yes | = | 0 Points |
| No | = | 5 Points |
-
- 12 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? Points
- | | | |
|------------------------|---|----------|
| 0-1 Projects with LD's | = | 5 Points |
| 2 Projects with LD's | = | 3 Points |
| Any other answer | = | 0 Points |
-
- 13 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 Points
- | | | |
|-----|---|----------|
| Yes | = | 0 Points |
| No | = | 5 Points |
-
- 14 In the last five years, has your firm been denied an award of a public works project contract based on a finding by a public agency that your company was not a responsible bidder? Points
- | | | |
|-----|---|----------|
| Yes | = | 0 Points |
| No | = | 5 Points |
-
- 15 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? Points
- | | | |
|---|---|----------|
| No or Yes indicating 1 instance | = | 5 Points |
| Yes indicating 2, 3 or 4 such instances | = | 3 Points |
| Yes indicating more than 5 such instances | = | 0 Points |



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16 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? Points

No or Yes indicating 1 instance	=	5 Points
Yes indicating 2, 3 or 4 such instances	=	3 Points
Yes indicating more than 5 such instances	=	0 Points

17 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? Points

No	=	5 Points
Yes indicating no more than 1-2 such claims	=	3 Points
Subtract 5 point for Yes if more than 2 such claims	=	-5 Points

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

No or Yes indicating 1 such instance	=	5 Points
Yes indicating 2 such instances	=	3 Points
Yes indicating more than 2 such instances	=	0 Points

19 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? Points

Yes	=	-5 Points
No	=	5 Points

20 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? Points

Yes	=	-5 Points
No	=	5 Points

21 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? Points

Yes	=	-5 Points
No	=	5 Points

23 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. Points

If the rate is no more than 1%	=	5 Points
If the rate was no higher than 1.10%	=	3 Points
Any other answer	=	0 Points

25 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? Points

Yes	=	0 Points
No	=	5 Points

Total Points for PART III (Sections B-F): _____ Points

Evaluation of Part III (Sections B-F)

PASS / FAIL

For qualification, a passing score of 54 or more points is needed on this portion of the questionnaire

Note: Section A questions and several other questions within Part III are not scored, but all questions MUST be completed.



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Contractor:
Reviewed by:
Review Date:

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

Sections G through H

- 26 **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?** Points
- | | | |
|---|---|-----------|
| No or Yes indicating 1 such instance | = | 5 Points |
| Yes indicating 2, 3 or 4 such instances | = | 3 Points |
| Yes indicating more than 4 such instances | = | -5 Points |
- 27 **Has the Federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five years?** Points
- | | | |
|---|---|-----------|
| No or Yes indicating 1 such instance | = | 5 Points |
| Yes indicating 2, 3 or 4 such instances | = | 3 Points |
| Yes indicating more than 4 such instances | = | -5 Points |
- 28 **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?** Points
- | | | |
|---|---|----------|
| No or Yes indicating 1 such instance | = | 5 Points |
| Yes indicating 2, 3 or 4 such instances | = | 3 Points |
| Yes indicating more than 4 such instances | = | 0 Points |
- 29 **How often do you require documented safety meetings to be held for construction employees and field supervisors during the course of a project?** Points
- | | | |
|------------------------------|---|----------|
| Once each week or more often | = | 3 Points |
| Any other answer | = | 0 Points |
- 30 **List your firm’s Experience Modification Rate (EMR) (California workers’ compensation insurance) for each of the past three premium years:** Points
- | | | |
|--|---|----------|
| Three year average EMR of .95 or less | = | 5 Points |
| Three year average of EMR of more than .95 but no more than 1.00 | = | 3 Points |
| Three year average of EMR 1.00 | = | 0 Points |
- 31 **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?** Points
- | | | |
|--------------------------------------|---|----------|
| No or Yes indicating 1 such instance | = | 5 Points |
| Any other answer | = | 0 Points |
- 32 **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?** Points
- | | | |
|--|---|----------|
| No or Yes indicating no more than 4 such instances | = | 5 Points |
| Yes indicating either 5 or 6 such instances | = | 3 Points |
| Yes indicating more than 6 such instances | = | 0 Points |



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- 33 **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?** Points
- | | | |
|---|---|----------|
| No or Yes indicating no more than 4 such instance | = | 5 Points |
| Yes indicating either 5 or 6 such instances | = | 3 Points |
| Yes indicating more than 6 such instances | = | 0 Points |
-
- 34 **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 Authority.** Points
- | | | |
|--|---|----------|
| At least one approved apprenticeship program is listed | = | 5 Points |
| Any other answer | = | 0 Points |
-
- 36 **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 government construction projects?** Points
- | | | |
|---|---|----------|
| No or Yes indicating no more than 4 such instance | = | 5 Points |
| Yes indicating either 5 or 6 such instances | = | 3 Points |
| Yes indicating more than 6 such instances | = | 0 Points |

Total Points for PART III (Sections G-H) _____ Points

Evaluation of Part III (Sections G-H)

PASS / FAIL

For qualification, a passing score of 34 or more points is needed on this portion of the questionnaire

Note: Question #34 is not scored, but MUST be completed.



**Prequalification of General
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Napa Valley College District
Wine Spectator Wine Education Center**

Contractor:
Reviewed by:
Review Date:

PART IV ORGANIZATION'S EXPERIENCE AND RECENT PROJECTS COMPLETED

PASS/FAIL

1

Information on six (6) projects included within last seven (7) years

Yes - OK to proceed (Pass)
No - Disqualified (Fail)

Rating: **PASS / FAIL**

1.A

Three (3) building projects with a completed construction value of at least \$10 million included

Yes - OK to proceed (Pass)
No - Disqualified (Fail)

Rating: **PASS / FAIL**

1.B

One (1) public works project in CA with a completed construction value of at least \$5 million included

Yes - OK to proceed (Pass)
No - Disqualified (Fail)

Rating: **PASS / FAIL**

2.A

Interview of Project "A"

Rating: **PASS / FAIL**

2.B

Interview of Project "B"

Rating: **PASS / FAIL**

Evaluation of Part IV

PASS / FAIL



**Prequalification of General
Contractors Contractor Evaluation
Form
Napa Valley College District
Wine Spectator Wine Education Center**

Project A Interview

Project Name:
Owner:

Date:
Spoke to:

- | | | | | | | | | | | | | | | | | | |
|---|--|---|---|-----------|---|---|------------|--|---|-----------|--|---|-----------|--|---|-----------|------------|
| 1 | <p>Are there any outstanding stop notices, liens, or claims by the contractor that are currently unresolved on contracts for which notices of completion were recorded more than 120 days ago?</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 55%;">1 outstanding stop notice, lien, or claim</td> <td style="width: 5%;">=</td> <td style="width: 40%;">-1 Points</td> </tr> <tr> <td>2 outstanding stop notices, liens, or claims</td> <td>=</td> <td>-2 Points</td> </tr> <tr> <td>3 outstanding stop notices, liens, or claims</td> <td>=</td> <td>-3 Points</td> </tr> <tr> <td>4 outstanding stop notices, liens, or claims</td> <td>=</td> <td>-4 Points</td> </tr> <tr> <td>5 outstanding stop notices, liens, or claims</td> <td>=</td> <td>-5 Points</td> </tr> </table> | 1 outstanding stop notice, lien, or claim | = | -1 Points | 2 outstanding stop notices, liens, or claims | = | -2 Points | 3 outstanding stop notices, liens, or claims | = | -3 Points | 4 outstanding stop notices, liens, or claims | = | -4 Points | 5 outstanding stop notices, liens, or claims | = | -5 Points |
Points |
| 1 outstanding stop notice, lien, or claim | = | -1 Points | | | | | | | | | | | | | | | |
| 2 outstanding stop notices, liens, or claims | = | -2 Points | | | | | | | | | | | | | | | |
| 3 outstanding stop notices, liens, or claims | = | -3 Points | | | | | | | | | | | | | | | |
| 4 outstanding stop notices, liens, or claims | = | -4 Points | | | | | | | | | | | | | | | |
| 5 outstanding stop notices, liens, or claims | = | -5 Points | | | | | | | | | | | | | | | |
| 2 | <p>On a scale of 1-10, with 10 being the best, did the contractor provide adequate personnel?</p> |
Points | | | | | | | | | | | | | | | |
| 3 | <p>On a scale of 1-10, with 10 being the best, did the contractor provide adequate supervision?</p> |
Points | | | | | | | | | | | | | | | |
| 4 | <p>On a scale of 1-10, with 10 being the best, was there adequate equipment provided on the job?</p> |
Points | | | | | | | | | | | | | | | |
| 5 | <p>On a scale of 1-10, with 10 being the best, was the contractor timely in providing reports and other paperwork, including change order paperwork and scheduling updates?</p> |
Points | | | | | | | | | | | | | | | |
| 6 | <p>On a scale of 1-10, with 10 being the best, did the contractor adhere to the project schedule that your agency or business approved?</p> |
Points | | | | | | | | | | | | | | | |
| 7 | <p>Was the project completed on time?</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 55%;">Yes</td> <td style="width: 5%;">=</td> <td style="width: 40%;">10 Points</td> </tr> <tr> <td>If "No", on a scale of 1-10, with 10 being the least responsible, how responsible was the contractor for the delay?</td> <td>=</td> <td>1-9 Points</td> </tr> </table> | Yes | = | 10 Points | If "No", on a scale of 1-10, with 10 being the least responsible, how responsible was the contractor for the delay? | = | 1-9 Points |
Points | | | | | | | | | |
| Yes | = | 10 Points | | | | | | | | | | | | | | | |
| If "No", on a scale of 1-10, with 10 being the least responsible, how responsible was the contractor for the delay? | = | 1-9 Points | | | | | | | | | | | | | | | |
| 8 | <p>On a scale of 1-10, with 10 being the best, rate the contractor on the timely submission of Change Order requests.</p> |
Points | | | | | | | | | | | | | | | |
| 9 | <p>On a scale of 1-10, with 10 being the best, rate the contractor on how well the contractor performed the work after a change order was issued, and how well the contractor integrated the change order work into the existing work.</p> |
Points | | | | | | | | | | | | | | | |
| 10 | <p>On a scale of 1-10, with 10 being the best, rate how the contractor performed in the area of Operation & Maintenance manuals, as-built drawings, providing required training and resolving warranty items?</p> |
Points | | | | | | | | | | | | | | | |
| 11 | <p>On a scale of 1-10, with 10 being the lowest amount, rate the contractor on whether there were an unusually high number of claims, given the nature of the project.</p> |
Points | | | | | | | | | | | | | | | |
| 12 | <p>On a scale of 1-10, with 10 being the timeliest, did the contractor make timely payments to either subcontractors or suppliers? (If the person being interviewed knows of no such difficulties, the score on this question should be "10.")</p> |
Points | | | | | | | | | | | | | | | |
| 13 | <p>On a scale of 1-10, with 10 being the best, how would you rate the quality of the work overall?</p> |
Points | | | | | | | | | | | | | | | |



**Prequalification of General
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Wine Spectator Wine Education Center**

Total Points Project Interview A: _____ Points

Evaluation of Part IV (Project A)

PASS / FAIL

For qualification, a passing score of 75 or more points is needed on this Project A Interview.



**Prequalification of General
Contractors Contractor Evaluation
Form
Napa Valley College District
Wine Spectator Wine Education Center**

Project B Interview

Project Name:
Owner:

Date:
Spoke to:

- | | | | |
|-----------|--|---|------------|
| 1 | Are there any outstanding stop notices, liens, or claims by the contractor that are currently unresolved on contracts for which notices of completion were recorded more than 120 days ago? | | Points |
| | 1 outstanding stop notice, lien, or claim | = | -1 Points |
| | 2 outstanding stop notices, liens, or claims | = | -2 Points |
| | 3 outstanding stop notices, liens, or claims | = | -3 Points |
| | 4 outstanding stop notices, liens, or claims | = | -4 Points |
| | 5 outstanding stop notices, liens, or claims | = | -5 Points |
| 2 | On a scale of 1-10, with 10 being the best, did the contractor provide adequate personnel? | | Points |
| 3 | On a scale of 1-10, with 10 being the best, did the contractor provide adequate supervision? | | Points |
| 4 | On a scale of 1-10, with 10 being the best, was there adequate equipment provided on the job? | | Points |
| 5 | On a scale of 1-10, with 10 being the best, was the contractor timely in providing reports and other paperwork, including change order paperwork and scheduling updates? | | Points |
| 6 | On a scale of 1-10, with 10 being the best, did the contractor adhere to the project schedule that your agency or business approved? | | Points |
| 7 | Was the project completed on time? | | Points |
| | Yes | = | 10 Points |
| | If "No", on a scale of 1-10, with 10 being the least responsible, how responsible was the contractor for the delay? | = | 1-9 Points |
| 8 | On a scale of 1-10, with 10 being the best, rate the contractor on the timely submission of Change Order requests. | | Points |
| 9 | On a scale of 1-10, with 10 being the best, rate the contractor on how well the contractor performed the work after a change order was issued, and how well the contractor integrated the change order work into the existing work. | | Points |
| 10 | On a scale of 1-10, with 10 being the best, rate how the contractor performed in the area of Operation & Maintenance manuals, as-built drawings, providing required training and resolving warranty items? | | Points |
| 11 | On a scale of 1-10, with 10 being the lowest amount, rate the contractor on whether there were an unusually high number of claims, given the nature of the project. | | Points |
| 12 | On a scale of 1-10, with 10 being the timeliest, did the contractor make timely payments to either subcontractors or suppliers? (If the person being interviewed knows of no such difficulties, the score on this question should be "10.") | | Points |
| 13 | On a scale of 1-10, with 10 being the best, how would you rate the quality of the work overall? | | Points |



**Prequalification of General Contractors Contractor Evaluation Form
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Wine Spectator Wine Education Center**

Total Points Project Interview B: _____ Points

Evaluation of Part IV (Project B) PASS / FAIL

For qualification, a passing score of 75 or more points is needed on this Project B Interview.

Contractor: _____

Reviewed by: _____

Review Date: _____

PART V FINANCIAL STATEMENTS AND SUPPLEMENTAL INFORMATION

Company qualifies per the Financial Equation listed in Part V

Rating:

Yes - OK to proceed (Pass)
No - Disqualified (Fail)

Evaluation of Part V PASS / FAIL

PART VI REQUIRED ATTACHMENTS

Required attachments included in Prequalification Submittal

Rating:

Yes - OK to proceed (Pass)
No - Disqualified (Fail)

Evaluation of Part VI PASS / FAIL