

SUHSD Contractor Pre-qualification Scoring Policy

The pre-qualification of contractors for projects greater than \$1,000,000 will be evaluated in two parts. The first part of the pre-qualification evaluation will be provided to the Salinas Union High School District through the Quality Bidders'™ online application process as outlined below. The District will use the results provided from Quality Bidders™ and further pre-qualify the size of projects allowable for each contractor. This procedure outlines both the Quality Bidders™ pre-qualification scoring guide and the District's further project size assignments to be used for all applicants requesting pre-qualification with the District.



PART I: Quality Bidders Scoring Summary

To conduct pre-qualification of contractors, California requires the district school board to adopt a uniform rating system. The Quality Bidders application produces a score that can be used, along with financial statements, reference checks, and added district requirements, to aid and facilitate whatever uniform rating system the school board adopts.

The Quality Bidders application is a five-step questionnaire:

- Step 1 is contractor information, certifications, and qualifications.
- Step 2 is general requirements. **Answers are scored.**
- Step 3 is history and performance. **Answers are scored.**
- Step 4 is recently completed projects and references.
- Step 5 is additional district requirements and certification/declaration that the responses are true and correct.

Only completed applications can be submitted.

Information Required to Submit Application (Step 1)

Contractor Information

Required	Firm Name
Required	Contact Person
Required	Address
Required	Phone Number
Required	Email Address
Required	License Number and Classification

Business Certifications

Required	Select at least one business certification: Minority Business (MBE), Disadvantaged Business (DBE), Disabled Veteran Business (DVBE), Women Owned Business (WBE), Small Business (SBE), None
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Required Response

Qualification (Questions)

Yes	Does Contractor possess a valid and current California Contractor's license for the project or projects for which it intends to submit a bid?
Yes	Does Contractor have a liability insurance policy in accordance with minimum State requirements? (Amount of Coverage)

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Yes	Does Contractor have current workers compensation insurance policy as required by the Labor Code or is legally self-insured pursuant to Labor Code section 3700 et seq.?
No	Has your firm or any of its owners or officers ever 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?
No	Has any contractor's license held by your firm, or its responsible managing employee (RME) or responsible managing officer (RMO), been suspended or revoked at any time in the last five years?
Yes	Has your firm registered using the Department of Industrial Relation's Public Works Contractor Online Application System as required by SB 854? (Contractor Registration Number & Expiration Date)

Prime Contractor Scoring Summary

	Category	Points Available
135 available points <i>passing requires 75% or 101.25 points</i>	Qualification/Licenses	5
	Business Information	50
	Company History	15
	Disputes	20
	Bonding	5
	Compliance	40

Prime Contractor Scoring Detail (Steps 1, 2, and 3)

Available	Qualification (5 points available)				
5	Has any contractor's license held by your firm, or its responsible managing employee (RME) or responsible managing officer (RMO), been suspended or revoked at any time in the last five years? <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes
5	No				
0	Yes				
Available	Business Information (50 points available)				
5	Has your firm or any firm with which any of your company's owners, partners or members was associated, ever been disbarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason? <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes
5	No				
0	Yes				
5	Has your firm ever been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible bidder? <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes
5	No				
0	Yes				
5	Has any claim against your firm concerning your firm's work on a Construction project ever been filed in court or arbitration? <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes
5	No				
0	Yes				

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- 5** Has your firm ever filed a claim in court or arbitration against a project owner concerning work on a project or payment for a contract and filed that claim in court or arbitration?

5	No
0	Yes

- 5** Has your firm had a contract for a public work of improvement that was terminated for cause by a public agency? Note: you need not answer yes if the public entity terminated the contract for convenience.

5	No
0	Yes

- 5** Has your firm or any of its owners, partners or members 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?

5	No
0	Yes

- 5** Has your firm or any of its owners, partners or members ever been convicted of a crime involving any federal, state, or local law related to construction?

5	No
0	Yes

- 5** Has your firm or any of its owners, partners or members ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?

5	No
0	Yes

- 5** Within the last five years, has your firm been denied bond coverage by a surety company, or has there been a period of time when your firm had no surety bond in place during a public construction project when one was required?

5	No
0	Yes

- 5** Within the last five years has there been a period when your firm had employees but was without workers compensation insurance or state-approved self-insurance? If No, please upload a statement by your current workers compensation insurance carrier that verifies periods of workers compensation insurance coverage for the last five years. (If your firm has been in the construction business for less than five years, upload 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.)

5	No
0	Yes

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Available	Company History (15 points available)										
5	How many years has your organization been in business in California as a contractor under your present business name and license number? <table><tr><td>5</td><td>Six years or more</td></tr><tr><td>4</td><td>Five years</td></tr><tr><td>3</td><td>Four years</td></tr><tr><td>2</td><td>Three years</td></tr><tr><td>1</td><td>Two years or less</td></tr></table>	5	Six years or more	4	Five years	3	Four years	2	Three years	1	Two years or less
5	Six years or more										
4	Five years										
3	Four years										
2	Three years										
1	Two years or less										
5	Is your firm currently the debtor in a bankruptcy case? If so, please upload a copy of the bankruptcy petition, showing the case number, and the date on which the petition was filed <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes						
5	No										
0	Yes										
5	Was your firm in bankruptcy at any time during the last five years? if so, please upload a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and please attach a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes						
5	No										
0	Yes										
Available	Disputes (20 points available)										
5	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? <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes						
5	No										
0	Yes										
5	In the last five years has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm? <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes						
5	No										
0	Yes										
5	In the last three years has your firm held a public works contract on which more than three (3) stop payment notices were served against your firm? <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes						
5	No										
0	Yes										
5	Did any Stop Payment Notice result in a claim against your Payment Bond? <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes						
5	No										
0	Yes										
Available	Bonding (5 points available)										
5	Was your firm 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? <table><tr><td>5</td><td>No</td></tr><tr><td>5</td><td>Less than 1%</td></tr><tr><td>4</td><td>1 – 1.25%</td></tr><tr><td>3</td><td>1.26 – 1.5%</td></tr><tr><td>0</td><td>Greater than 1.5%</td></tr></table>	5	No	5	Less than 1%	4	1 – 1.25%	3	1.26 – 1.5%	0	Greater than 1.5%
5	No										
5	Less than 1%										
4	1 – 1.25%										
3	1.26 – 1.5%										
0	Greater than 1.5%										

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Available	Compliance (40 points available)								
5	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? <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes				
5	No								
0	Yes								
5	Has the Federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five years? <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes				
5	No								
0	Yes								
5	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? <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes				
5	No								
0	Yes								
5	How often do you require documented safety meetings to be held for construction employees and field supervisors during the course of a project? <table><tr><td>5</td><td>Weekly</td></tr><tr><td>4</td><td>Monthly</td></tr><tr><td>2</td><td>Quarterly</td></tr><tr><td>0</td><td>Other</td></tr></table>	5	Weekly	4	Monthly	2	Quarterly	0	Other
5	Weekly								
4	Monthly								
2	Quarterly								
0	Other								
5	List your firm's Experience Modification Rate (EMR) (California workers compensation insurance) for each of the past three premium years. Press the 'Add EMR Rate' button to add each year and rate. <table><tr><td>5</td><td>EMR 0.95 or less</td></tr><tr><td>3</td><td>EMR 0.96 – 1.00</td></tr><tr><td>0</td><td>EMR 1.01 and up</td></tr></table> <p><i>*Score based on worst EMR rate.</i></p>	5	EMR 0.95 or less	3	EMR 0.96 – 1.00	0	EMR 1.01 and up		
5	EMR 0.95 or less								
3	EMR 0.96 – 1.00								
0	EMR 1.01 and up								
5	Has there been an occasion during the last five years in which your firm was required to pay either back wages or penalties for your own firm's failure to comply with the state's prevailing wage laws? <i>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.</i> <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes				
5	No								
0	Yes								
5	During the last five years, has there been an 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? <table><tr><td>5</td><td>No</td></tr><tr><td>0</td><td>Yes</td></tr></table>	5	No	0	Yes				
5	No								
0	Yes								

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5

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

<i>If average gross revenues is more than \$2 million</i>	
5	No
5	Yes, 1–2 instances
2	Yes, 3 instances
0	Yes, 4+ instances
<i>If average gross revenues is \$2 million or less</i>	
5	No
5	Yes, 1–2 instances
3	Yes, 3 instances
0	Yes, 4+ instances

Sub-Contractor Scoring Summary

70 available points
passing requires 75%
or 52.5 points

Category	Points Available
Company History	15
Disputes	15
Compliance	40

Sub-Contractor Scoring Detail (Steps 2 and 3)

Available	Company History (15 points available)										
5	How many years has your organization been in business in California as a contractor under your present business name and license number? <table> <tr><td>5</td><td>Six years or more</td></tr> <tr><td>4</td><td>Five years</td></tr> <tr><td>3</td><td>Four years</td></tr> <tr><td>2</td><td>Three years</td></tr> <tr><td>1</td><td>Two years or less</td></tr> </table>	5	Six years or more	4	Five years	3	Four years	2	Three years	1	Two years or less
5	Six years or more										
4	Five years										
3	Four years										
2	Three years										
1	Two years or less										
5	Is your firm currently the debtor in a bankruptcy case? If so, please upload a copy of the bankruptcy petition, showing the case number, and the date on which the petition was filed <table> <tr><td>5</td><td>No</td></tr> <tr><td>0</td><td>Yes</td></tr> </table>	5	No	0	Yes						
5	No										
0	Yes										
5	Was your firm in bankruptcy at any time during the last five years? if so, please upload a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and please attach a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued <table> <tr><td>5</td><td>No</td></tr> <tr><td>0</td><td>Yes</td></tr> </table>	5	No	0	Yes						
5	No										
0	Yes										
Available	Disputes (15 points available)										
5	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? <table> <tr><td>5</td><td>No</td></tr> <tr><td>0</td><td>Yes</td></tr> </table>	5	No	0	Yes						
5	No										
0	Yes										

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5

In the last three years has your firm held a public works contract on which more than three (3) stop payment notices were served against your firm?

5	No
0	Yes

5

Did any Stop Payment Notice result in a claim against your Payment Bond?

5	No
0	Yes

Available

Compliance (40 points available)

5

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?

5	No
0	Yes

5

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

5	No
0	Yes

5

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?

5	No
0	Yes

5

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

5	Weekly
4	Monthly
2	Quarterly
0	Other

5

List your firm's Experience Modification Rate (EMR) (California workers compensation insurance) for each of the past three premium years. Press the 'Add EMR Rate' button to add each year and rate.

5	EMR 0.95 or less
3	EMR 0.96 – 1.00
0	EMR 1.01 and up

**Score based on worst EMR rate.*

5

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

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

5	No
0	Yes

5

During the last five years, has there been an 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?

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5	No
0	Yes

5

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

<i>If average gross revenues is more than \$2 million</i>	
5	No
5	Yes, 1–2 instances
2	Yes, 3 instances
0	Yes, 4+ instances
<i>If average gross revenues is \$2 million or less</i>	
5	No
5	Yes, 1–2 instances
3	Yes, 3 instances
0	Yes, 4+ instances



PART II: ESTABLISHMENT OF PROJECT SIZE CONTRACTORS PRE-QUALIFIED UP TO

Step 1: Financial Solvency Evaluation.

Calculate the contractor's *Quick Ratio* from most recent financials. The quick ratio is calculated by adding cash, cash equivalents, short-term investments, and current receivables together then dividing them by current liabilities. Also known as the Acid Test.

Step 2: Evaluate contractor's overall past performance for establishing future pre-qualified award limits.

Use applicant's percentage of total score achievable from the Quality Bidders' questionnaire to determine which project valuation to use in establishing the value of projects a contractor will be prequalified to perform up to. Note: A contractor must achieve at least 75% in order to be eligible to prequalify for projects greater than \$1,000,000.

96%-100%: Highest Public Works Project Listed

90%-95%: Highest School Project Listed

75%-89%: Average of All School Projects

Financials Provided Not Sufficient to Calculate Quick Ratio: Average of All School Projects.

Step 3: Calculate Preliminary Pre-qualified Project Size Limits.

Multiply the firm's Quick Ratio to project information identified in Step 1 above and round-up to the nearest quarter of a million dollars.

Example 1: Application score is 75%. Per Step 1, find average school project value in the application summary and multiply the average school project value by the firm's quick ratio. The results of the calculation yield \$4,036,678. The contractor would be prequalified for projects up to \$4,250,000.

Example 2: Application score is 92%. Per Step 1, review all project data provided and find the highest school project recorded. Multiply the highest school project completed by the firm's Quick Ratio. The calculation yields \$36,523,789. The contractor would be prequalified for projects up to \$36,750,000.

Step 4: Review Bonding Capacity and Finalize Maximum Prequalified Project Size Limit.

Review maximum bonding capacity. Prequalification "up to" amounts cannot exceed the contractor's ability to be bonded.