

OAKLAND UNIFIED SCHOOL DISTRICT
Facilities Planning and Management
CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT
INFORMAL BIDDING
CUPCCAA

CONTRACTOR PRE-QUALIFICATION

Oakland Unified School District has elected to become subject to the California Uniform Public Construction Cost Accounting Act (CUPCCAA). The District hereby invites all licensed contractors who are interested in performing public works and maintenance projects to sign up for inclusion on the District's qualified bidder's list Calendar Year 2013. Interested Contractors must fill out and send back the attached CUPCCAA Pre-Qualification Questionnaire.

The California Uniform Public Construction Cost Accounting Act is under the umbrella of the California Uniform Construction Cost Accounting Commission (CUPCCAC) and provides for alternative bidding procedures when an agency performs public project work by contract.

Public Contract Code Section 22034

Each public agency that elects to become subject to the uniform construction accounting procedures set forth in Article 2 (commencing with Section 22010) shall enact an informal bidding ordinance to govern the selection of contractors to perform public projects pursuant to subdivision (b) of Section 22032. The ordinance shall include all of the following:

- (a) The public agency shall maintain a list of qualified contractors, identified according to categories of work. Minimum criteria for development and maintenance of the contractors list shall be determined by the commission.
- (b) All contractors on the list for the category of work being bid or all construction trade journals specified in Section 22036, or both all contractors on the list for the category of work being bid and all construction trade journals specified in Section 22036, shall be mailed a notice inviting informal bids unless the product or service is proprietary.
- (c) All mailing of notices to contractors and construction trade journals pursuant to subdivision (b) shall be completed not less than 10 calendar days before bids are due.
- (d) The notice inviting informal bids shall describe the project in general terms and how to obtain more detailed information about the project, and state the time and place for the submission of bids.
- (e) The governing body of the public agency may delegate the authority to award informal contracts to the public works director, general manager, purchasing agent, or other appropriate person.
- (f) If all bids received are in excess of one hundred seventy-five thousand dollars (\$175,000), the governing body of the public agency may, by adoption of a resolution by a four-fifths vote, award the contract, at one hundred thirty-seven thousand five hundred dollars (\$137,500) or less, to the lowest responsible bidder, if it determines the cost estimate of the public agency was reasonable.



Oakland Unified School District Bidder Requirement

Bidders' attention is directed to the following items set forth in the Information for Bidders, the General Conditions, or Supplementary General Conditions.

- A. Compliance with the OUSD Local Employment, Disabled Veterans Business Participation Program and Project Labor Agreement.
- B. Conditions of employment to be observed and prevailing wage rates to be made under the Labor Compliance Program.
- C. DVBE information form must be submitted within twenty-four (24) hours of the deadline for bid submittal.
- D. **Compliance with the LOCAL, SMALL LOCAL AND SMALL LOCAL RESIDENT BUSINESS ENTERPRISE PROGRAM. For Additional information please visit the Facilities Department page at: www.ousd.k12.ca.us**
- E. Project Labor Agreement: The District has entered into a Project Labor Agreement with Building and Construction Trade Council of Alameda County, AFL-CIO.

The Oakland Unified School District ("District") has adopted a Contractor Pre-Qualification Program pursuant to California Public Contract Code 20111.5 for all Public Works contracts with a value estimated at \$15,000 or more.

Interested businesses will also be required to meet the District's Pre-qualification standards as outlined below.

Pre-Qualification Process:

- Submit a complete and signed Contractor Qualification Questionnaire (CUPCCAA) for all projects.
- Bidders must be pre-qualified at least five business days prior to the bid opening date.

PLEASE NOTE THAT BIDS WILL ONLY BE ACCEPTED FROM PRE-QUALIFIED BIDDERS. BIDS SUBMITTED BY NON PRE-QUALIFIED FIRMS WILL BE REJECTED AS INVALID.

CUPCCAA Pre-Qualification Questionnaire's are available at the District's Website.

Website: <http://www.ousd.k12.ca.us> , click on Departments tab, /Facilities, Planning and Management, /Bids and Request for Proposals, look for CUPCCAA Pre-Qualification CY2013.

Correspondence, Questions and Clarifications should be addressed to:

Juanita White
Oakland Unified School District
955 High Street
Oakland, CA 94601

Phone: (510) 535-7044

Facsimile: (510) 535-7040

Email: <mailto:Juanita.White@ousd.k12.ca.us>



**OAKLAND UNIFIED SCHOOL DISTRICT
CONTRACTOR PRE-QUALIFICATION
QUESTIONNAIRE
CUPCAA**

COMPANY NAME:

DATE:



CONTRACTOR INFORMATION - CUPCCAA

Firm Name: _____
(as it appears on license)

Check One: Corporation
 Partnership
 Sole Proprietorship

D B A: _____

Address: _____

Contact Person (s): _____

Phone: _____ Fax: _____

Email Address: _____

If Contractor is a Sole Proprietor, Partnership, or Corporation:
Owner(s) of Company _____

License Number (s):	Classification:	Expiration Date:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Primary Type of Work Interest: _____

Secondary Type of Work Interest: _____

Bonding Capacity (per Contract): \$ _____

Name of Bonding Company: _____

If Contractor is a Joint Venture:

Owner(s) of Companies comprising the Joint Venture: _____

Contractor's Joint Venture License Number and expiration date:

Number: _____ Expiration date: _____

Note: It is unlawful for any two or more licensees, each of whom has been issued a license to act separately in the capacity of a contractor within this state, to be awarded a contract jointly or otherwise act as a contractor without first having secured a joint venture license.



Name of Firm with Primary Bonding and Insurance for Joint Venture, Corporation, Partnership, Sole Proprietorship:

Contact Person for firm that is the Primarily Responsible for Joint Venture Partner, Corporation, Partnership, Sole Proprietorship:

Contact Person: _____

Address: _____

Phone: _____ Fax: _____

Is your firm Certified as a Local Business with the City of Oakland?

Yes No

If Yes, Please provide your Certification No. and Classification.

Certification #: _____

Classification: LBE SLB SLBR

CERTIFICATION OF THE CUPCCAA PREQUALIFICATION STATEMENT

The bidder certifies under penalty of perjury under the laws of the State of California that all of the information contained in this pre-qualification statement is true and correct based upon facts known to the bidder.

By: _____

Name: _____
(please type or print)

Date: _____

Title: _____



THIS CONTACT INFORMATION IS A MATTER OF PUBLIC RECORD. THE REMAINDER OF THE BIDDER QUALIFICATION QUESTIONNAIRE SHALL BE KEPT CONFIDENTIAL IN ACCORDANCE WITH CALIFORNIA LAW.

PART I. ESSENTIAL REQUIREMENTS FOR QUALIFICATION

1. Do you have a current liability and workers' compensation insurance policy as required by the Labor Code or are you legally self-insured pursuant to Labor Code section 3700 et. seq.? Contractor shall have a liability insurance policy with a policy limit of at least \$1,000,000 per occurrence and \$2,000,000 aggregate. Please provide a copy of your Certificate of Insurance & Worker's Compensation Certificate of Insurance.

Yes No

2. Has your contractor's license been revoked at any time in the last five years?

Yes No

If **yes**, please explain on a separate page and attach hereto.

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

Yes No

If **yes**, please explain on a separate page and attach hereto.

4. At the time of submitting this pre-qualification form, has your firm been deemed by any public works department or school district to be 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**, name each agency and state the beginning and ending dates of the period of debarment: _____

5. At any time during the last five 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

If **yes**, please explain on a separate page and attach hereto.

6. Has the contractor's license for any firm named above been revoked at any time in the last five years?

Yes No

If **yes**, please explain.



7. Has a surety firm completed a contract on behalf of any firm named above, or paid for completion because the firm was default terminated by the project owner within the last five (5) years?

Yes No

If **yes**, please explain.

8. If you wish to pre-qualify a Joint Venture, state the name of the firm that will have primary bonding and insurance responsibility for the contract in the event the contract is awarded to the joint venture.
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9. State the name of the individual authorized to sign for the joint venture.

Name: _____

DISCLOSURE AND GENERAL QUESTIONS

10. Judgments and Claims: Are there any judgments, Claims, or suites pending or outstanding against the Bidder that could affect its ability to complete this contract?

Yes No

11. Receivership: Has the Bidder filed for bankruptcy receivership or reorganization within the last five years?

Yes No

12. Violation of Labor and Employment Laws and Regulations:

A) During the last year, has the Bidder been found in a hearing held before an appropriate administrative commission, hearing agency or legal tribunal of the State of California designated by law to hear and resolve such matters; to be in violation of any California Labor Code, Prevailing Wage or OSHA laws, rules or regulations?

Yes No

B) Has the Bidder failed to comply with any law, rule or regulation regulating wages of laborers, mechanics and other workers employed in any public works by the State, county, city or any public body or any political subdivision or by any one under contract for public works In performing such public works contracts?

Yes No

Disputes

13. Is there any litigation currently pending against your firm, or any firms comprising your joint venture (if you are submitting a bid as a joint venture)?

Yes No

If **yes**, explain on a separate signed page, the amount at issue in the litigation and the claims asserted.



PART II. JOB EXPERIENCE AND WORKFORCE CAPACITY

SUMMARY OF WORK EXPERIENCE

List work where your business performed as Contractor or Subcontractor. Please list previous work experience below. Please list any public school, community college or university jobs here. If the bidder has no experience as a prime contractor or subcontractor, please state "none" below.

Contracts completed within the last five years (list at least 4):

1)

Project Name: _____ Location: _____

Owner / Public Agency: _____

Owner Contact Name: _____ Title: _____

Email Address: _____ Current Phone: _____

Contract Amount: \$ _____ % Complete: _____ Completion Dates: Projected _____ Actual _____

Brief Project Description/ Scope of work: _____

2)

Project Name: _____ Location: _____

Owner / Public Agency: _____

Owner Contact Name: _____ Title: _____

Email Address: _____ Current Phone: _____

Contract Amount: \$ _____ % Complete: _____ Completion Dates: Projected _____ Actual _____

Brief Project Description/ Scope of work: _____



PART II. JOB EXPERIENCE AND WORKFORCE CAPACITY (CONTINUED)

SUMMARY OF WORK EXPERIENCE

List work where your business performed as Contractor or Subcontractor. Please list previous work experience below. Please list any public school, community college or university jobs here. If the bidder has no experience as a prime contractor or subcontractor, please state "none" below.

Contracts completed within the last five years (list at least 4):

3)

Project Name: _____ Location: _____

Owner / Public Agency: _____

Owner Contact Name: _____ Title: _____

Email Address: _____ Current Phone: _____

Contract Amount: \$_____ % Complete: _____ Completion Dates: Projected_____ Actual _____

Brief Project Description/ Scope of work: _____

4)

Project Name: _____ Location: _____

Owner / Public Agency: _____

Owner Contact Name: _____ Title: _____

Email Address: _____ Current Phone: _____

Contract Amount: \$_____ % Complete: _____ Completion Dates: Projected_____ Actual _____

Brief Project Description/ Scope of work: _____



PART II. JOB EXPERIENCE AND WORKFORCE CAPACITY (CONTINUED)

SUMMARY OF WORK EXPERIENCE

List work where your business performed as Contractor or Subcontractor. Please list previous work experience below. Please list any public school, community college or university jobs here. If the bidder has no experience as a prime contractor or subcontractor, please state "none" below.

Contracts completed within the last five years (list at least 4):

5)

Project Name: _____ Location: _____

Owner / Public Agency: _____

Owner Contact Name: _____ Title: _____

Email Address: _____ Current Phone: _____

Contract Amount: \$_____ % Complete: _____ Completion Dates: Projected_____ Actual _____

Brief Project Description/ Scope of work: _____

6)

Project Name: _____ Location: _____

Owner / Public Agency: _____

Owner Contact Name: _____ Title: _____

Email Address: _____ Current Phone: _____

Contract Amount: \$_____ % Complete: _____ Completion Dates: Projected_____ Actual _____

Brief Project Description/ Scope of work: _____



**UNIFORM SCORING SYSTEM FOR OAKLAND UNIFIED SCHOOL DISTRICT
CONTRACTOR PRE-QUALIFICATION PROGRAM
(SHORT FORM QUESTIONNAIRE)**

Points are assigned to the questions noted in Part 1 only. A bidder receiving a total score of fifty-five (55) points may be pre-qualified to bid on District projects in the amount of \$15,000 or more.

The information requested in the remainder of the Contractor Qualification Questionnaire is for the District's consideration in determining a contractor's capacity to perform a specific advertised job. The District's assessment of the bidder's responses to the information not subject to scoring will be based upon the bidder's prior experience, job performance, workforce capacity and bonding capacity.

Part 1. Essential Requirements for Qualification.

Question 1 Five points for answering "yes" _____pts.

Question 2 Five points for answering "no" _____pts.

Question 3 Five points for answering "no" _____pts.

Question 4 Five points for answering "no" _____pts.

Question 5 Five points for answering "no" _____pts.

Question 6 Five points for answering "no" _____pts.

Question 7 Five points for answering "no" _____pts.

Question 10 Five points for answering "no" _____pts.

Question 11 Five points for answering "no" _____pts.

Question 12 a & b Five points for answering "no" _____pts.

Question 13 Five points for answering "no" _____pts

Total points _____pts.

Bidder's Name _____