



**NAPA COUNTY TRANSPORTATION & PLANNING AGENCY
VINE TRANSIT**

**UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT
CONTRACTOR PRE-QUALIFICATION QUESTIONNAIRE**

CONTRACTOR INFORMATION

Firm Name: _____
(as it appears on license)

D B A: _____

Address: _____

Contact Person(s): _____

Telephone No: _____ Fax: _____

Email Address: _____

Check One: Corporation Partnership Sole Proprietorship

Years in business in California as a Contractor under your present business name: _____ years

If Firm is a Sole Proprietor or Partnership:

Owner (s) of Firm: _____

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

Primary Type of Work Interest: _____
(List only ONE. Example: Mechanical, Electrical, Plumbing, General Engineering, General Building)

Secondary Type of Work Interest: _____
(List MORE than one. Example: Mechanical, Electrical, Plumbing, General Engineering, General Building)

Bonding Capacity (per Contract): \$ _____

Name of Bonding Company: _____ Phone: _____

ATTACHMENT: Firm's latest copy of Reviewed and Audited Financial Statement, with Notes and Supplemental Information (if any).

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I, the undersigned, certify and declare that I have read all the foregoing answers to qualification questionnaire and know their contents. The matters stated in the questionnaire answers are true to the best of my knowledge and belief. I declare under penalty of perjury under the laws of the State of California, that the foregoing is correct.

Authorized Signature: _____ Date: _____

Print Name / Title: _____



CATEGORIES OF WORK

Check all that apply

Asphalt Overlay	Limited Specialty
Boiler, Hot Water Heating & Steam Fitting	Lock & Security Equipment
Bridge & Tunnel Construction	Low Voltage Systems
Building Construction/Remodeling-Prefabricated	Masonry
Building Construction/Remodeling-Commercial	Minor Concrete (incl. Flatwork)
Building Construction/Remodeling-Residential	Ornamental Metals
Building Moving, Demolition	Painting and Decorating
Cabinet, Mill Work & Finish Carpentry	Parking and Highway Improvement
Communication Lines	Pipeline Construction - Dry (i.e. Cabling)
Concrete - Flatwork	Pipeline Construction - Wet (i.e. Water, Sewer, Storm Drain)
Concrete - Structures	Playground Equipment Installation
Concrete Retaining Walls	Plumbing
Concrete Rehabilitation/ Repair	Roadway Construction
Construction Zone Traffic Control	Refrigeration
Drywall	Roofing
Earthwork & Paving	Sanitation System
Electrical (General)	Sheet Metal
Electrical (Signs)	Signing/Traffic Control
Elevator Installation	Slurry Seal
Excavation	Solar
Fencing	Steel, Reinforcing
Federally Funded Projects	Steel, Structural
Fire Protection	Street Lighting & Traffic Signals
Flooring & Floor Control	Striping
Glazing	Swimming Pool
Grading	Tanks
Hazardous Material Abatement	Tile (Ceramic & Mosaic)
Industrial Coatings	Treatment Facility Equipment Installation/ Repair
Insulation & Acoustical	Warm Air Heating, Ventilating and Air Conditioning
Landscaping	Water Conditioning
Landscaping & Irrigation	Welding
Lathing & Plastering	Well Drilling

Union YES NO

Disadvantaged Business Enterprise YES NO

PART 1 – ESSENTIAL REQUIREMENTS FOR QUALIFICATION

NOTE: Contractor shall be disqualified if the answer to questions number 1 through 2 is “NO”

1. Do you have a liability insurance policy with policy limit of at least \$1 Million per occurrence and \$2 Million aggregate?

YES NO

2. Do you have a current Workers Compensation Insurance policy as required by the State of California Labor Code or is legally Self Insured pursuant to Labor Code Section 3700 et seq?

YES NO

NOTE: Contractor shall be disqualified if the answer to questions number 3 through 5 is “YES”

3. Has your license been revoked at any time in the last five (5) years?

YES NO

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

YES NO

5. At the time of submitting this Pre-Qualification 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 (Violation of public works labor laws) or Labor Code Section 1777.7 (Violation of apprenticeship requirements)?

YES NO

If YES, state beginning and ending dates of the period of debarment.

Beginning: _____ Ending: _____

NOTE: A Contractor disqualified solely because of a “YES” answer given to question 3, 4, or 5 may appeal the disqualification and provide an explanation of the relevant circumstance during the appeal procedure.

PART 2 – ORGANIZATION, HISTORY, PERFORMANCE COMPLIANCE WITH CIVIL AND CRIMINAL LAW

NOTE: If answer to any of the following questions is “YES”, please explain on a separate signed sheet.

1. Is your firm **currently** the debtor in a bankruptcy case? Has your firm been in a bankruptcy case at any time during the last five (5) years?

YES NO

2. Has your license(s) been suspended by the California State License Board (CSLB) or any of your Responsible Managing Employee (RME) or Officer (RMO) been suspended within the last five (5) years?

YES NO

3. Has your firm been assessed and paid Liquidated Damages after completion of a project under a construction contract with either public or private owner within the last five (5) years?

YES NO

4. In the last five (5) years, has your firm, or any firm with which any of your company’s owners, officers, or partners were “associated with”, been debarred, disqualified, removed, or otherwise prevented from bidding on, or competing at any government agency or public works project for any reason?

YES NO

(NOTE: “Associated With” refers to another construction firm in which an owner, partner, or officer of your firm held similar position.)

5. In the last five (5) years, has your firm been denied an award of a public works contract based on a finding by a public agency that your firm was NOT a RESPONSIBLE bidder?

YES NO

6. 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

7. 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

8. 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

9. During the last five (5) years, has your firm ever 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?

YES NO

10. Has CAL OSHA cited and assessed penalties against your firm for any “serious,” “willful” or “repeat” violations of its safety or health regulations in the past five years?

YES NO

(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.)

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

YES NO

(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.)

12. Has the EPA or any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against either your firm or the owner of a project on which your firm was the contractor, in the past five years?

YES NO

(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.)

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

YES NO

(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.)

14. During the last five years, has there been more than one occasion in which your own firm has been penalized or required to pay back wages for failure to comply with the **Federal Davis- Bacon** prevailing wage requirements?

YES NO

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

YES NO

(NOTE: You may omit reference to any incident that occurred prior to January 1, 1998, 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)



PART 3 – RECENT PROJECTS COMPLETED

Contractor shall provide information about six (6) most recently completed public works projects within the last three (3) years. Names and references must be current and verifiable. Use separate sheets that contain ALL of the following information or use this form to list all project information.

PROJECT INFORMATION

Project Name: _____

Project Location: _____

Owner / Public Agency: _____

Owner Contact Name: _____ Title / Position: _____

Email Address: _____ Current Phone: _____

Project Description: _____

Contract Amount: \$ _____ Final Project Cost: \$ _____

Scheduled Completion: _____ Actual Completion: _____

Additional Comments: _____

(Contractor may duplicate this form to list all projects)

PROJECT INFORMATION

Project Name: _____

Project Location: _____

Owner / Public Agency: _____

Owner Contact Name: _____ Title / Position: _____

Email Address: _____ Current Phone: _____

Project Description: _____

Contract Amount: \$ _____ Final Project Cost: \$ _____

Scheduled Completion: _____ Actual Completion: _____

Additional Comments: _____



PROJECT INFORMATION

Project Name: _____
Project Location: _____
Owner / Public Agency: _____
Owner Contact Name: _____ Title / Position: _____
Email Address: _____ Current Phone: _____
Project Description: _____

Contract Amount: \$ _____ Final Project Cost: \$ _____
Scheduled Completion: _____ Actual Completion: _____
Additional Comments: _____

PROJECT INFORMATION

Project Name: _____
Project Location: _____
Owner / Public Agency: _____
Owner Contact Name: _____ Title / Position: _____
Email Address: _____ Current Phone: _____
Project Description: _____

Contract Amount: \$ _____ Final Project Cost: \$ _____
Scheduled Completion: _____ Actual Completion: _____
Additional Comments: _____



PROJECT INFORMATION

Project Name: _____
Project Location: _____
Owner / Public Agency: _____
Owner Contact Name: _____ Title / Position: _____
Email Address: _____ Current Phone: _____
Project Description: _____

Contract Amount: \$ _____ Final Project Cost: \$ _____
Scheduled Completion: _____ Actual Completion: _____
Additional Comments: _____

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Project Name: _____
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