

AGENDA ITEM 14.(c)  
MEETING DATE December 17, 2025

**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM**

**TO:** Members of the Governing Board  
**SUBJECT:** **ADOPT RESOLUTION NO. 25/26-10 TO APPROVE THE  
PRE-QUALIFICATION PROCESS FOR PRIME  
CONTRACTORS PURSUANT TO PUBLIC CONTRACT  
CODE SECTION 20651.5 FOR THE HYDRONIC SYSTEM  
MODERNIZATION – PHASE 1 PROJECT**

**REQUESTED ACTION:**

Information    OR     Approval  
 Consent    OR     Non-Consent

**SUMMARY:**

Public Contract Code section 20651.5 allows the District to require contractors to “prequalify” for District projects.

*CONTINUED THE NEXT PAGE*

**STUDENT SUCCESS IMPACT:**

Help our students achieve their educational, professional and personal goals  
 Basic skills education  
 Workforce development and training  
 Transfer-level education  
 Other: Renovating existing instructional space and equipment.

*Ed. Code: NA      Board Policy: NA      Estimated Fiscal Impact: \$0      Measure Q Funds*

**SUPERINTENDENT'S RECOMMENDATION:**

APPROVAL     DISAPPROVAL  
 NOT REQUIRED     TABLE

Susan Wheat  
Vice President, Finance & Administration

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 864-7209

**TELEPHONE NUMBER**

Susan Wheat  
Vice President, Finance & Administration

**VICE PRESIDENT APPROVAL**

December 5, 2025

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.  
Superintendent-President

December 17, 2025

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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**SOLANO COMMUNITY COLLEGE DISTRICT  
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**TO:**

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**SUBJECT:**

**ADOPT RESOLUTION NO. 25/26-10 TO APPROVE THE  
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MODERNIZATION – PHASE 1 PROJECT**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

This process is intended to create a responsible and responsive pool of contractors, while preserving competition and fostering a level playing field. Further, by ensuring that the potential contractors all meet minimum requirements designated by the public entity, this process also decreases the District's exposure to undue risk, e.g., contractor default, defective work, claims, and skewed bid results.

On December 3, 2025, the Board authorized the use of the pre-qualification process for prime contractors for the District's Hydronic System Modernization – Phase 1 Project and authorized District staff to proceed with the pre-qualification process in compliance with Public Contract Code section 20651.5. Per the original Resolution, the Pre-Qualification Questionnaire and Rating System would be brought to the Board for approval once developed and prior to receiving and evaluating submittal packages. District staff is now requesting that the Board approve the Pre-Qualification Questionnaire and Rating System to be used for the Pre-Qualification process authorized by the Board on December 3, 2025.

The following Pre-Qualification documents are attached hereto:

- Resolution No. 25/26-10 of the Solano Community College District Approving the Pre-Qualification Process for Prime Contractors Pursuant to Public Contract Code Section 20651.5 for the Hydronic System Modernization – Phase 1 Project.

**RECOMMENDATION:**

The Superintendent-President recommends that the Board approve, pass, and adopt Resolution No. 25/26-10 approving the Pre-Qualification Process for Prime Contractors Pursuant to Public Contract Code Section 20651.5 for the Hydronic System Modernization – Phase 1 Project and authorize District staff to continue with the pre-qualification process using the approved and adopted Questionnaire and Rating System.

This document is available online at: <https://solano.edu/measureq/approved-contracts.php>

**RESOLUTION NO. 25/26-10  
OF THE  
SOLANO COMMUNITY COLLEGE DISTRICT  
APPROVING THE PREQUALIFICATION PROCESS FOR PRIME CONTRACTORS PURSUANT TO  
PUBLIC CONTRACT CODE SECTION 20651.5  
FOR THE HYDRONIC SYSTEM MODERNIZATION – PHASE 1 PROJECT**

**WHEREAS**, the Solano Community College District (“District”) desires to pre-qualify potential prime contractors for the District’s Hydronic System Modernization – Phase 1 Project;

**WHEREAS**, Public Contract Code section 20651.5 directs community colleges to require prospective prime contractors to submit a standardized pre-qualification questionnaire and financial statement (collectively “Pre-qualification Package”), prior to submitting a bid/proposal for the aforementioned District project;

**WHEREAS**, Public Contract Code section 20651.5 authorizes community colleges to establish a uniform system of rating prospective contractors based upon the completed Pre-qualification Packages (“Prequalification Process”);

**WHEREAS**, on December 3, 2025, the Board authorized the use of the Pre-qualification Process in accordance with Public Contract Code section 20651.5, with the understanding that a standardized questionnaire and uniform rating system would be brought back to the Board for approval;

**WHEREAS**, District staff has developed a standardized questionnaire and uniform rating system (Pre-Qualification Package) in accordance with Public Contract Code Section 20651.5 attached hereto as **Exhibit “1”**;

**WHEREAS**, District staff has established a deadline of January 16, 2026 for Pre-qualification Package submittal to maintain the Project schedule;

**WHEREAS**, any applications submitted will not be evaluated until after the Board has adopted and approved the Pre-Qualification Package; and

**WHEREAS**, the District desires approval and adoption of the Pre-Qualification Package.

**NOW, THEREFORE**, the Governing Board of the Solano Community College District hereby finds, determines, declares, orders, and resolves as follows:

**Section 1.** That the above recitals are true and correct.

**Section 2.** That the Pre-qualification Package is approved and adopted pursuant to Public Contract Code section 20651.5.

**Section 3.** That the District’s Superintendent-President, or designee, is authorized to implement the Pre-qualification Process, including accepting the final list of pre-qualified prime contractors, consistent with Public Contract Code section 20651.5.

**APPROVED, PASSED AND ADOPTED** by the Governing Board of the Solano Community College District  
on this 17<sup>th</sup> day of December, 2025, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

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President of the Governing Board of the  
Solano Community College District

Attested to:

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Secretary of the Governing Board of the  
Solano Community College District



**NOTICE TO PROSPECTIVE PRIME CONTRACTORS TO PREQUALIFY FOR  
SOLANO COMMUNITY COLLEGE DISTRICT'S  
HYDRONIC SYSTEM MODERNIZATION – PHASE 1 PROJECT**

Notice is hereby given that the Governing Board of the Solano Community College District has determined that, pursuant to Public Contract Code section 20651.5, all prime contractors for the District's **Hydronic System Modernization – Phase 1 Project** must be prequalified.

Any contractor interested in being prequalified as a prime contractor for the **Hydronic System Modernization – Phase 1 Project** must submit fully completed and sealed prequalification forms and financial information ("Prequalification Package") to the Solano Community College District Attn: Noe Ramos, 4000 Suisun Valley Road Fairfield, CA 94534. All Prequalification Packages shall be on the forms provided by the District. Prequalification forms are available for download from the District website at; <https://solano.edu/measureq/bidding-opportunities.php>

To prequalify, a contractor is required, in addition to other criteria, to possess an applicable State of California Contractor License (A or B), which must remain active and in good standing throughout the term of the contractor's prequalification or the term of any awarded contract, whichever is longer. In addition, a contractor is required to be registered as a public works contractor with the Department of Industrial Relations. This Project will be subject to the District's Project Labor Agreement (PLA).

Prequalification Packages submitted by contractors are not public records and are not open to public inspection. All information provided will be kept confidential to the extent permitted by law. The contents, however, may be disclosed to third parties for purpose of verification, or investigation of substantial allegations, or in the appeal process. State law requires that the names of contractors applying for prequalification status shall be public records subject to disclosure.

A contractor may be denied prequalification status for omission of requested information or providing false or misleading information.



**FAIRFIELD CAMPUS**  
**HYDRONIC SYSTEM MODERNIZATION – PHASE**  
**1 PROJECT**

**REQUEST FOR PREQUALIFICATION OF PRIME  
CONTRACTORS**

**PROJECT NUMBER: 25-026 SOLANO  
COMMUNITY COLLEGE DISTRICT**

**DECEMBER 4<sup>th</sup>, 2025**

**SOLANO COMMUNITY COLLEGE DISTRICT  
PREQUALIFICATION INFORMATION FOR PROSPECTIVE  
BIDDERS**

**December 4<sup>th</sup>, 2025**

**I. BACKGROUND AND OVERVIEW**

The Solano Community College District ("District") is prequalifying contractors to bid to perform construction work on the District's **Hydronic System Modernization – Phase 1 Project** ("Project").

As a condition of bidding to perform any of the construction work on the Project, and in accordance with California Public Contract Code section 20651.5, the District requires prospective bidders to: (1) fully complete a prequalification questionnaire on the form supplied by the District as **Exhibit "A"** attached hereto ("Prequalification Questionnaire"); and (2) provide financial information to the District (collectively, the Prequalification Questionnaire and financial information are referred to as the "Prequalification Package").

Once a contractor's Prequalification Package is submitted, the District will notify the contractor if the contractor meets the prequalification requirements.

If a contractor meets the prequalification requirements, that contractor will be prequalified to bid on the Project if and when the District puts the Project out to bid. Contractors who are prequalified must update prequalification forms as their status or information changes. The District reserves the right to:

- Request that contractor(s) update prequalification forms at any time;
- Certify a contractor only up to a specific contract size or dollar amount based on the size of contractor's previous projects or other criteria;
- Revoke, rescind, and/or reuse the prequalification status of a contractor; and
- Use some or all of the information provided in the Prequalification Package for evaluation purposes.

**\*\* Bids will not be accepted from a contractor who has not been prequalified for the Project by the District. \*\***

**II. PROJECT DESCRIPTION**

A phased construction project to replace deficient sections of the existing underground hydronic HHW & CHW distribution system serving the Solano Community College District's Fairfield Campus. Upgrades and repairs will include select underground hydronic piping replacements, new hydronic system vaults, and misc. mechanical room upgrades/ repairs. The Construction Estimate for this project is \$7,500,000.00.

The District's Project Labor Agreement (PLA) will apply to this Project.

### **III. PREQUALIFICATION PROCESS**

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

**A. Submittal.** On or before **January 16<sup>th</sup>, 2026, at or before 2:00 p.m.**, all prospective contractors who wish to qualify for work on the Project shall submit a Prequalification Package in a sealed envelope to:

**Solano Community College District Attn:  
Kitchell  
4000 Suisun Valley Road, Building 1102  
Fairfield, CA 94535  
Prequalification Response for Hydronic System Modernization – Phase  
1 Project**

No Prequalification Packages will be accepted after this time. However, the District reserves the right to request, receive, and evaluate supplemental information after the above time and date at its sole discretion.

**For information regarding the prequalification process, please email Noe Ramos at [Noe.Ramos@Solano.edu](mailto:Noe.Ramos@Solano.edu).**

**B. Form.** Each contractor shall fully complete the Prequalification Package and timely submit all documents as indicated therein. No other prequalification documents submitted by contractor will meet these requirements. The Prequalification Package shall be submitted simultaneously as one package – it shall not be submitted piecemeal. Contractors shall submit one (1) completed Prequalification Package with required attachments in hard copy format (i.e., 8-1/2" x 11" paper) in a sealed envelope as indicated above. Provide one (1) digital copy on a flash drive (or CD) in a sealed envelope with a Hard Copy.

**C. District's Review.** Information submitted in the Prequalification Package shall not be public information and shall not be open to public inspection, to the extent prohibited by law. Contractors that have submitted a Prequalification Package shall receive written notification of their prequalification status. The District reserves the right, in its sole discretion, to reject any or all Prequalification Packages or to waive irregularities in any Prequalification Package received. The District also reserves the right to prequalify a contractor only up to a specific contract size or dollar amount based on the size of contractor's previous projects.

**D. Addenda.** Any addenda issued by the District will be faxed, mailed, or emailed to all contractors known to the District to have received this Prequalification Information form and who have provided a complete and legible physical address, telephone number, and fax number for receipt of addenda. The receipt of all addenda must be acknowledged on the

contractor's Prequalification Questionnaire.

**E. Responsiveness.** A contractor's Prequalification Package shall be deemed nonresponsive if:

1. The Prequalification Package is not returned on time.
2. Contractor does not provide all requested information.
3. The Prequalification Questionnaire is not signed under penalty of perjury by individuals who have the authority to bind the contractor on whose behalf they are signing.
4. Information contained in the Prequalification Package is not updated under penalty of perjury when it is no longer accurate.
5. Any information provided by the contractor is misleading or inaccurate in any material manner (e.g., financial resources are overstated; previous violations of law are not accurately reported). Even after a contractor has been prequalified, the District reserves the right to revoke that determination at any subsequent time, to terminate any contract awarded, and to cease making payments if it determines that any information provided by the contractor in its Prequalification Package or subsequently was incomplete, misleading, or inaccurate in any material manner.

#### **IV. QUALIFICATION CRITERIA**

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

1. **Project Experience.** The contractor shall have contracted for and completed construction involving a minimum of two (2) California University, California Community College, California K-12, or other California Public Works projects which have large central heating and cooling plants and/or significant underground heating, cooling and power infrastructure (both under construction and completed) during the past seven (7) years, with a total contract price of \$5 million or more per project.
2. **Licensure.** The contractor shall hold all current, active A or B contractor's license(s) necessary to perform its work and those license(s) shall have been consistently active for at least seven (7) years and shall not have been suspended or revoked during that time.
3. **Registration.** The contractor shall be currently registered as a Public Works Contractor with the Department of Industrial Relations.

4. **Disqualification**. The contractor shall not have been disqualified, debarred, forbidden, or found non-responsible, or otherwise prohibited, from performing work for and/or bidding on work for any community college district or other public agency within the State of California within the past seven (7) years.
5. **Default**. The contractor, either performing work under its current license or under other licenses through other entities, including a joint venture, shall not have been terminated for cause, had a surety firm complete a contract on Contractor's behalf, or paid from completion because Contract was in default and/or terminated by a community college district or other public agency with the State of California withing the past seven (7) years.
6. **Bankruptcy**. The contractor shall not have declared bankruptcy or been placed in receivership within the past seven (7) years.
7. **Insurability**. The contractor shall demonstrate that it holds the insurance indicated in the Prequalification Package.
8. **Workers' Compensation**. The contractor shall have workers' compensation insurance as required by Labor Code section 3700.
9. **Bondability**. The contractor shall demonstrate that it can provide a 10% bid bond, 100% payment bond, and 100% performance bond, each issued by a surety admitted and authorized to transact business as a surety in California.
10. **Criminal Matters and Related Civil Suits**. The contractor, or any of its owners or officers, shall not have been found liable in a civil suit or guilty in a criminal action for making a false claim or material misrepresentation to a public agency, or been convicted of a crime involving the bidding, award or performance of a contract on a government construction project or any crime involving fraud, theft, or any other act of dishonesty.
11. **Liquidated Damages**. The contractor has not been assessed liquidated damages under a construction contract with any public or private owner in the last seven (7) years.
12. **Contract References**. The contractor must receive a score of 40 or higher on at least two references from recent reference projects.
13. **Financial Strength**. The contractor shall demonstrate its financial ability to undertake and complete the Project.

**B. Other Criteria.**

The Prequalification Questionnaire contains questions for which a numerical score will be given for specific answer(s). A contractor must receive a minimum number of points, regardless of its ability to meet other criteria, or the contractor will not prequalify for the Project(s). The District will use some or all of the following criteria in qualifying each contractor:

1. **Business History.** The contractor has a history of having continuously been in business as a licensed contractor.
2. **Previous Experience.** The contractor shall demonstrate experience working on California University, California Community College, or California Institutional Campus projects, of similar scale and complexity with strict budget and schedule compliance including the following:
  - a. Previous or current contracts for similar types of underground piping and power projects that include temporary power, and temporary heating and cooling in order to keep campus buildings fully functional during construction. The experience should demonstrate equivalent quality design, detailing, finishes and construction.
  - b. Experience in managing projects.
3. **Violations of Regulations or Laws.** The contractor shall demonstrate that it has not, in any of its forms, been found in violation of applicable state laws or regulations, including public bidding and Labor Code requirements.
4. **Workers' Compensation Experience Modifier.** The District will consider the contractor's workers' compensation experience modification rate for the past three (3) years.

Even if a contractor meets the Essential Criteria and receives at least the minimum number of points, the District reserves the right to disqualify that contractor from bidding on other grounds.

**V. APPEALING A QUALIFICATION FINDING**

A contractor may appeal the District's decision. If a contractor decides to appeal the District's qualification decision, it shall follow this procedure:

- A.** Contractor shall submit, in writing, within three (3) working days from notification from the District, a written request for an explanation of any aspect of the District's determination.

**B.** Within three (3) working days from receipt of the District's written response to the Contractor's request, Contractor may submit, in writing, a request for a meeting with 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.

If the Contractor chooses not to avail itself of this process, the proposed prequalification rating may be adopted by the District without further proceedings.

**EXHIBIT "A"**

**Prequalification Questionnaire**

*[Begins on the next page. Balance of this page is left intentionally blank.]*

**SOLANO COMMUNITY COLLEGE DISTRICT PREQUALIFICATION  
QUESTIONNAIRE FOR PRIME CONTRACTORS  
December 4, 2025**

Pursuant to Public Contract Code section 20651.5, each prospective prime contractor shall submit the following information to establish its qualifications to perform construction work as the prime contractor on the District's **Hydronic System Modernization – Phase 1 Project**.

**A. CONTRACTOR'S CONTACT INFORMATION**

Firm name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Mobile Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_  
(Name of individual completing statement)

Years in business as a licensed contractor: \_\_\_\_\_

Types of work performed with own forces: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Years in business under current firm name: \_\_\_\_\_

Years at the above address: \_\_\_\_\_

## CURRENT ORGANIZATION AND STRUCTURE OF THE BUSINESS

1. For Firms that Are Corporations or Limited Liability Companies:
  - a. Date incorporated / Article of Organization Filed: \_\_\_\_\_
  - b. Under the laws of what state: \_\_\_\_\_
  - c. 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 10% of the corporation's stock.

Name	Position	Years with Co.	% Ownership

2. For Firms that Are Partnerships:
  - a. Date of formation: \_\_\_\_\_
  - b. Under the laws of what state: \_\_\_\_\_
  - c. Provide all the following information for each partner who owns ten percent (10%) or more of the firm.

Name	Position	Years with Co.	% Ownership

3. For Firms that Are Sole Proprietorships:
  - a. Date of commencement of business: \_\_\_\_\_
4. For Firms that Intend to Bid as a Joint Venture:
  - a. Date of commencement of joint venture: \_\_\_\_\_
  - b. 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. Attach all additional references and/or information on separate signed sheets.

Name of Firm	% of Ownership of Joint Venture

### 5. Associated Firms

For any of the above business structures, 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 past 7 years.

Person's Name	Name of Construction Firm & License No.	Dates of Person's Participation with Firm

Attach all additional references and/or information on separate signed sheets.

At any time during the past five (5) years, has your firm shared office space, warehouse space, yard, plant or shop facilities, staff, equipment, telecommunications or other assets with any other construction firm? (If yes, identify and explain below.)

Construction Firm	Description of Sharing Agreement	Location of Facilities

Attach all additional references and/or information on separate signed sheets.

**B. HISTORY OF THE BUSINESS AND ORGANIZATIONAL PERFORMANCE**

1. Has there been any change in ownership of the firm at any time during the past seven (7) 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 sheet.

2. Is the firm a subsidiary, parent, holding company, or affiliate of another construction firm? NOTE: Include information about other firms if one firm owns 10% 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 sheet. Include name of the related company and percent ownership.

3. 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 sheet.

4. Has any owner, partner, CSLB qualifier or corporate officer of the firm operated as a contractor under any other name or license number (not listed above) in the last seven (7) years?

Yes       No

If "yes," explain on a separate signed sheet, including the name and license number of the other company.

5. State your firm's gross revenues for each of the past three (3) years:

Year	Gross Revenue
	\$
	\$
	\$

6. How many years has your firm been in business in California as a contractor under your present business name and license number? \_\_\_\_\_

7. Is your firm currently the debtor in a bankruptcy case or was your firm in bankruptcy at any time during the last seven (7) years?

Yes       No

If "yes," please attach a copy of the bankruptcy petition and a copy of the Bankruptcy Court's discharge or any other document that ended the case, if any.

#### **LICENSES/REGISTRATION**

8. Please provide the following licensing information:

a. Name of license holder exactly as on file with the Contractors State License Board: \_\_\_\_\_

b. License classification(s): \_\_\_\_\_

c. License #: \_\_\_\_\_

d. Expiration Date of License #: \_\_\_\_\_

e. If any of your firm's license(s) are held in the name of a corporation, limited liability company, or partnership, list the names of the qualifying individual(s) listed on the CSLB records who meet(s) the experience and examination requirements for each license: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

f. Public Works Contractor's Registration (PWCR) # as on file with Department of Industrial Relations: \_\_\_\_\_

g. Expiration Date of PWCR #: \_\_\_\_\_

9. Has any CSLB license held by your firm or its Responsible Managing Employee or Responsible Managing Officer been suspended or revoked within the last seven (7) years?

Yes       No

If "yes," explain on a separate signed sheet.

10. Has your firm changed names or license number in the past seven (7) years?

Yes       No

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

#### **DISPUTES**

11. At any time in the last seven (7) years, has your firm been assessed liquidated damages under a construction contract with any public or private owner?

Yes       No

If "yes," explain on a separate signed sheet, identifying projects by owner, owner's address, and date of completion.

12. At any time in the last seven (7) years, has your firm, or any owners, officers or partners, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any public works project?

Yes       No

If "yes," explain on a separate signed sheet, including the name of the person who was associated with that company, the year of the event, owner, owner's address and basis for the action.

13. At any time in the last seven (7) years, has a public agency found your company was not a responsible bidder?

Yes       No

If "yes," explain on a separate signed sheet, including the year of the event, owner, owner's address and basis for the finding.

14. Has your firm, any of its officers, supervisors, managers, or any firm or individual identified above ever been terminated for cause from a public works contract, including but not limited to any notice of intent to terminate or termination that was later revoked or withdrawn?

Yes       No

If "yes," explain on a separate signed sheet, including the year of the termination, owner, owner's address and basis for the termination.

15. In the past seven (7) years, has any claim exceeding \$50,000 against your firm or by your firm against an owner been filed in court or arbitration concerning your firm's work or payment on a construction project?

Yes       No

If "yes," explain on a separate signed sheet, including the project name, court or arbitration case name and number, and a brief description of the status of the claim.

## INSURANCE

16. Does Contractor have liability insurance with a policy limit of at least \$2,000,000 per occurrence and \$4,000,000 aggregate?

Yes       No

If "No," provide on a separate signed sheet stating what limits are available to the Contractor.

17. Does Contractor have current workers' compensation insurance as required by the California Labor Code or is Contractor legally self-insured pursuant to California Labor Code section 3700 et seq.?

Yes       No

18. In the last seven (7) years, has any insurance carrier, for any form of insurance, refused to renew an insurance policy for your firm?

Yes       No

If "yes," explain on a separate signed sheet, including the name of the insurance carrier, form of insurance and year of the refusal.

## CRIMINAL MATTERS AND RELATED CIVIL SUITS

19. Has your firm or any of its owners, partners or officers 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 sheet, identifying who was involved, name of the public agency, date of the investigation and grounds for the filing.

*[Balance of Page Left Intentionally Blank]*

20. Has your firm or any of its owners, partners or officers ever been convicted of a crime involving construction, the awarding of a contract of a government construction project, the bidding or performance of a government contract, antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty?

Yes       No

If "yes," explain on a separate signed sheet, identifying who was involved, name of the public agency, date of conviction and grounds for the conviction.

#### **SAFETY**

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

22. Within the past seven (7) years, has the California or federal OSHA cited and assessed penalties against your firm, or any associated firm, for "serious," "willful" or "repeat" violations of its safety or health regulations?

Yes       No

If "yes," explain on a separate signed sheet, identifying the citation(s), nature of the violation(s), project, and amount of penalty paid, if any.

23. Within the past seven (7) years, has the EPA or any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against your firm or the owner of the project on which your firm was the Contractor?

Yes       No

If "yes," explain on a separate signed sheet, describing the citation(s).

24. State the Contractor's Workers' Compensation Experience Modification Rate for the past three (3) premium years:

Year	Modification Rate

If your EMR is 1.00 or higher, you may attach a letter of explanation.

25. Within the past seven (7) years, has there ever been a period when your firm and/or any associated firm had employees but was without workers' compensation insurance or state-approved self-insurance?

Yes       No

If yes, explain on separate signed sheet, including the date(s) and reason(s) for the absence of workers' compensation insurance.

### PREVAILING WAGE AND APPRENTICESHIP COMPLIANCE

26. Does your firm regularly utilize a third-party consultant to review labor compliance documents of subcontractors on a public works project?

Yes       No

27. 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 employ on any public works project awarded by the District:

Name	Address	Phone

28. Provide the name, address and telephone number of the apprenticeship program (approved by the California Apprenticeship Council) from whom you have requested and/or employed apprentices in the past three (3) years:

Name	Address	Phone

29. If your firm operates its own State-approved apprenticeship program:

- a. Identify the craft or crafts in which your firm provided apprenticeship training in the past year;
- b. State the year in which each such apprenticeship program was approved and attach evidence of the most recent California Apprenticeship Council approval(s);
- c. For each craft, list the number apprentices employed by your firm and the number of individuals that completed apprenticeships while employed by your firm during the last three years.

Craft	Year	No. Apprentices	No. Completed

30. In the past seven (7) years, has there been more than one occasion in which your firm was required, or is currently required, to pay either back wages or penalties for failure to comply with California prevailing wage laws or federal Davis-Bacon prevailing wage requirements, or California apprenticeship laws or regulations?

Yes       No

If "yes," explain on a separate signed sheet, describing the nature of the violation(s), project, owner, and amount paid, if any.

31. At any time during the past seven (7) years, has your firm been found to have violated any provision of California apprenticeship laws or regulations, or laws pertaining to use of apprentices on public works projects?

Yes       No

If "yes," explain on a separate signed sheet, including date(s) of such findings and attaching the DAS' final decision(s).

#### **BONDING**

32. 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 your current bonding capacity (both single job limit and aggregate limit)? NOTE: Contractor must have independent capacity to provide a 10% bid bond, 100% payment bond, and 100% performance bond, each issued by an admitted surety insurer, without bonding by subcontractors.

Yes       No

33. Provide the name, address and telephone number of the surety agent:

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34. List all sureties that have written bonds for your firm currently and during the last seven (7) years:

Name	Address	Dates of bonds

35. In the last seven (7) years, has any surety paid on your firm's behalf as a result of a default to satisfy any claims made against a payment or performance bond issued on your firm's behalf?

Yes       No

If "yes," explain on a separate signed sheet, including the amount of each claim, name and telephone number of claimant, date of and grounds for the claim, and present status.

36. If your firm was required to pay a premium of more than 1% for a performance and payment bond on any project on which your firm worked in the last seven (7) years, state the percentage that your firm was required to pay: \_\_\_\_\_.

You may explain on a separate signed sheet, why you were required to pay a premium of more than 1%.

37. In the last seven (7) 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 when one was required?

Yes       No

If "yes," explain on a separate signed sheet, including the name of the surety company and the period during which your firm had no bond in place.

### **C. PROJECT REFERENCES**

On the form attached as Exhibit "A-1", list a minimum of two (2) California University, California Community College, California K-12, or other California Public Works projects which have large central heating and cooling plants and/or significant underground heating, cooling and power infrastructure (both under construction and completed) during the past seven (7) years, with a total contract price of \$5 million or more per project, in which the Contractor under all firm names identified in Section B has participated. Use and attach additional signed sheets when needed to explain or clarify any response or to include more responses with all requested information.

### **D. FINANCIAL INFORMATION**

Contractor must submit a reviewed or audited financial statement with accompanying notes and supplemental information for the past two (2) full fiscal years. A letter verifying availability of a line of credit may also be attached; however, it will be considered supplemental information only, and is not a substitute for the required financial statement.

**CERTIFICATION**

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct:

Date: \_\_\_\_\_

Proper Name of Contractor: \_\_\_\_\_

\_\_\_\_\_  
Signature by an officer of the Contractor: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Acknowledgment of Issued Addenda: \_\_\_\_\_

**EXHIBIT A-1**

1. Project Name/Identification:

a. Project Name: \_\_\_\_\_  
\_\_\_\_\_

b. Project address/location: \_\_\_\_\_  
\_\_\_\_\_

c. Owner (name of district reference and tel. no.): \_\_\_\_\_  
\_\_\_\_\_

d. Architect (name and tel. no.): \_\_\_\_\_  
\_\_\_\_\_

e. Construction Manager (name and tel. no.): \_\_\_\_\_  
\_\_\_\_\_

f. Scope of Work: \_\_\_\_\_  
\_\_\_\_\_

g. Was this a DSA Project? Yes \_\_\_\_\_; No \_\_\_\_\_

h. Was the Campus kept fully operational during some or all of the construction duration? Yes \_\_\_\_\_; No \_\_\_\_\_

i. What approximate percentage of construction cost was involved underground prefabricated, insulated, welded steel heating hot water piping; and/or insulated, solvent welded PVC chilled water piping systems?  
• Less than 5% \_\_\_\_\_; 5%-30% \_\_\_\_\_; Greater than 30% \_\_\_\_\_

j. Original completion date: \_\_\_\_\_

k. Actual date of completion: \_\_\_\_\_

l. Time extensions granted: \_\_\_\_\_

m. Initial contract value: \_\_\_\_\_

n. Final contract value: \_\_\_\_\_

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: \_\_\_\_\_

Name \_\_\_\_\_

2. Project Name/Identification:

o. Project Name: \_\_\_\_\_  
\_\_\_\_\_

p. Project address/location: \_\_\_\_\_  
\_\_\_\_\_

q. Owner (name of district reference and tel. no.): \_\_\_\_\_  
\_\_\_\_\_

r. Architect (name and tel. no.): \_\_\_\_\_  
\_\_\_\_\_

s. Construction Manager (name and tel. no.): \_\_\_\_\_  
\_\_\_\_\_

t. Scope of Work: \_\_\_\_\_  
\_\_\_\_\_

u. Was this a DSA Project? Yes \_\_\_\_\_; No \_\_\_\_\_

v. Was the Campus kept fully operational during some or all of the construction duration? Yes \_\_\_\_\_; No \_\_\_\_\_

w. What approximate percentage of construction cost was involved underground prefabricated, insulated, welded steel heating hot water piping; and/or insulated, solvent welded PVC chilled water piping systems?  
• Less than 5% \_\_\_\_\_; 5%-30% \_\_\_\_\_; Greater than 30% \_\_\_\_\_

x. Original completion date: \_\_\_\_\_

y. Actual date of completion: \_\_\_\_\_

z. Time extensions granted: \_\_\_\_\_

aa. Initial contract value: \_\_\_\_\_

bb. Final contract value: \_\_\_\_\_

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: \_\_\_\_\_

Name \_\_\_\_\_

3. Project Name/Identification:

cc. Project Name: \_\_\_\_\_  
\_\_\_\_\_  
dd. Project address/location: \_\_\_\_\_  
\_\_\_\_\_  
ee. Owner (name of district reference and tel. no.): \_\_\_\_\_  
\_\_\_\_\_  
ff. Architect (name and tel. no.): \_\_\_\_\_  
\_\_\_\_\_  
gg. Construction Manager (name and tel. no.): \_\_\_\_\_  
\_\_\_\_\_  
hh. Scope of Work: \_\_\_\_\_  
\_\_\_\_\_  
ii. Was this a DSA Project? Yes \_\_\_\_\_; No \_\_\_\_\_  
jj. Was the Campus kept fully operational during some or all of the construction duration? Yes \_\_\_\_\_; No \_\_\_\_\_  
kk. What approximate percentage of construction cost was involved underground prefabricated, insulated, welded steel heating hot water piping; and/or insulated, solvent welded PVC chilled water piping systems?  
• Less than 5% \_\_\_\_\_; 5%-30% \_\_\_\_\_; Greater than 30% \_\_\_\_\_  
ll. Original completion date: \_\_\_\_\_  
mm. Actual date of completion: \_\_\_\_\_  
nn. Time extensions granted: \_\_\_\_\_  
oo. Initial contract value: \_\_\_\_\_  
pp. Final contract value: \_\_\_\_\_

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: \_\_\_\_\_

Name \_\_\_\_\_

**SOLANO COMMUNITY COLLEGE DISTRICT  
PRIME CONTRACTOR PREQUALIFICATION EVALUATION PROCEDURE**  
December 4, 2025

Name of Contractor: \_\_\_\_\_

(If no, then Contractor is not qualified)

b. License (See Sections B.8. and B.9. of Questionnaire)

Has the Contractor held all Contractor's license(s) necessary to perform its work for at least seven (7) years, without suspension or revocation? (License A or B).

YES                    NO

(If no, then Contractor is not qualified)

c. Registration (See Section B.8. of Questionnaire)

Is the Contractor currently registered as a Public Works Contractor with the Department of Industrial Relations?

YES                    NO

(If no, then Contractor is not qualified)

d. Disqualification (See Section B.12. and B.13. of Questionnaire)

Has the Contractor ever been disqualified, debarred, forbidden, or found non-responsible or otherwise prohibited, from performing work and/or bidding on work for any community college district or other public agency within the State of California in the past seven (7) years?

YES                    NO

(If yes, then Contractor is not qualified)

e. Default and Termination (See Section B.14. and B.35. of Questionnaire)

Has Contractor ever been terminated for cause (including any notice of intent to terminate or termination that was either revoked or withdrawn) / has a surety firm completed a contract on Contractor's behalf, or paid for completion because Contractor was in default and/or terminated by community college district or other public agency within the State of California within the past seven (7) years?

YES                    NO

(If yes, then Contractor is not qualified)

f. Bankruptcy (See Section B.7. of Questionnaire)

Has Contractor declared bankruptcy or been placed in receivership within the past seven (7) years?

YES                    NO

(If yes, then Contractor is not qualified)

g. Insurance (See Section B.16. of Questionnaire)

Does Contractor have liability insurance with a policy limit of at least \$2,000,000 per occurrence and \$4,000,000 aggregate? YES

NO

(If no, see from attachment to Questionnaire if they are capable of attaining the above limits. If not, then Contractor is not qualified)

h. Workers' Compensation (See Section B.17. of Questionnaire)

Does Contractor have current workers' compensation insurance as required by the California Labor Code or is Contractor legally self-insured pursuant to California Labor Code section 3700 et seq.?

(If no, then Contractor is not qualified)

i. Bonding Capacity (See Sections B.32. through B.37. of Questionnaire)

Does Contractor demonstrate that it can provide a 10% bid bond, 100% payment bond, and 100% performance bond, each issued by a surety admitted and authorized to transact business as a surety in California?

(If no, then Contractor is not qualified)

j. Criminal Matters and Related Civil Suits (See Section B.19. and B.20. of Questionnaire)

Has the Contractor, or any of its owners or officers, been found liable in a civil suit or guilty in a criminal action for making a false claim or material misrepresentation to a public agency, or been convicted of a crime involving the bidding, award or performance of a contract on a government construction project or any crime involving fraud, theft, or any other act of dishonesty?

(If yes, then Contractor is not qualified)

k. Liquidated Damages (See Section B.11. of Questionnaire)

Has the Contractor, at any time in the last seven (7) years, been assessed liquidated damages under a construction contract with any public or private owner?

(If yes, then Contractor is not qualified)

#### **4. Contact References**

The District must contact each of Contractor's references from a minimum of 1 of its most recent reference projects. A contractor who receives a score less than 35 points on the interview will not be qualified. If a contractor receives a score between 35 and 40 points from two interviews, then a third interview will be conducted. A score of 40 or higher on at least two interviews is required for prequalification.

#### **5. Review Financial Strength**

Assessment	Formula	Minimum
Gross Profit Margin	(Contract Revenues – Cost of Contract Revenues) / Contract Revenues	>10%
Net Cash Flow	Cash, Beginning of Year – Cash, End of Year	>1.0
Working Capital	Current Assets – Current Liabilities	>10% of Estimated Cost
Quick Ratio	(Current Assets – Inventory) / Current Liabilities	>1
Current Ratio	Current Assets – Current Liabilities	>1
Debt to Equity Ratio	Total Liabilities / Equity	<2

#### **6. Complete Evaluation Worksheet**

Insert total score from evaluation worksheet. If Contractor meets the Essential Criteria, References and Financial Strength, Contractor must have 31 out of 55 points or higher to qualify.

#### **7. Appeal Process**

If the Contractor decides to appeal the District's qualification decision, it shall follow this procedure:

- a. Within three (3) working days of notification from the District, Contractor shall submit a written request to the District asking for an explanation of any aspect of the District's determination.
- b. Within three (3) working days from receipt of the District's written response to the Contractor's request, Contractor may submit, in writing, a request for reconsideration by the District's staff. Contractor may submit with the request any information that it believes supports a finding that District's determination should be changed.

If the Contractor chooses not to avail itself of this process, the proposed prequalification rating may be adopted by the District without further proceedings.

**SOLANO COMMUNITY COLLEGE DISTRICT**  
**PRIME CONTRACTOR PREQUALIFICATION EVALUATION REFERENCE FORM**  
**December 4, 2025**

The District should fill out the information in Section I and then telephone the contact person. The District should then ask the questions in Section II, ensuring that it obtains the information as to whether the Contractor's performance in that area was unsatisfactory, below average, average or above average. The District should then complete section III with that information and determine whether a third telephone interview is necessary. If Contractor passes the References and Financial Assessment, total Numerical Rating of all the Evaluation Reference Forms for that Contractor at the corresponding place on the Evaluation Worksheet.

**Section I - General Project Information**

Name of Contractor:	Total Contract Costs:
	Contract Start/End Dates:
Project Title:	Actual Completion Date:
Scope of Work:	
Name of Public Agency/Community College District:	Telephone Number of Contact Person:
Name of Contact Person:	Date and Time of Interview of Contact Person:
Architect Firm:	Principal Architect in Charge of Project:

## **Section II – Telephone Interview Questions**

Please rate the Contractor as unsatisfactory, below average, average, or above average.

### **1. Planning and Coordination of Work**

Did the Contractor pursue and develop a thorough understanding of the scope of work? Did the Contractor proactively anticipate and coordinate agencies and jurisdictions, and utilities shutdown schedules and mechanics? Was the Contractor able to plan and execute complex critical path tasks for successful completion?

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### **2. Quality of Work**

Were there quality-related problems on the project? Were these problems attributable to the Contractor? Was the Contractor cooperative in trying to resolve problems? If not, provide specific examples.

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### **3. Performance and Accountability**

a. Scheduling - Rate the Contractor's performance with regard to adhering to project schedules. Did the Contractor meet the project schedule? If not, was the delay attributable to the Contractor?

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b. Personnel - Rate the Contractor's performance with regard to providing adequate personnel.

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c. Project Management - Rate the Contractor's ability to manage and coordinate its own subcontractors (if no subcontractors, rate the Contractor's overall project management). Was the Contractor able to effectively resolve problems? If not, provide specific examples.

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d. Timely Payments - Rate the Contractor with respect to timely payments by the Contractor to either subcontractors or suppliers (if no knowledge of difficulties, the score to this question should be "5").

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e. Change Orders - Rate the Contractor's performance with regard to change orders and extras. Did the Contractor unreasonably claim change orders? Were the Contractor's prices on change orders reasonable? If not, provide specific examples.

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f. Working Relationships - Rate the Contractor's working relationships with other parties (i.e. owner, designer, prime contractors, other subcontractors, etc.). Did the Contractor relate to other parties in a professional manner? If not, provide specific examples.

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g. Paperwork Processing - Rate the Contractor's performance in completing and submitting required project paperwork (i.e. submittals, drawings, requisitions, payrolls, Operations and Maintenance manuals, As-Built drawings, warranties, etc.). Did the Contractor submit the required paperwork promptly and in proper form? If not, provide specific examples.

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h. Litigation – Did the Contractor threaten litigation or arbitration of any claims? Did the Contractor actually file for litigation or arbitration against the District? Did the District agree to settle any litigation or arbitration? If not, who prevailed in the trial or arbitration?

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[SCORE SHEET ON NEXT PAGE]

### Section III – Score Sheet for Telephone Interviews

Contractor's Name: \_\_\_\_\_

	Unsatisfactory	Below Average	Average	Above Average	RATING
<b>1. Planning and Coordination of Work</b>	-5	0	5	6	
<b>2. Quality of Work</b>	-5	0	3	5	
<b>3. Underground Infrastructure</b>	-5	0	3	6	
<b>4. Operating Campus During Construction</b>	-5	-2	3	6	
<b>5. Performance and Accountability</b>					
a. Scheduling	0	1	2	4	
b. Personnel	0	1	3	4	
c. Project Management	0	1	3	4	
d. Timely Payments	0	1	3	4	
e. Change Orders	0	1	2	4	
f. Working Relationship	0	0	1	2	
g. Paperwork Processing	0	0	1	2	
f. Litigation	0	0	2	3	
<i>Maximum Possible: 50</i>					
<b>Total:</b>					

**SOLANO COMMUNITY COLLEGE DISTRICT**  
**PRIME CONTRACTOR PREQUALIFICATION EVALUATION WORKSHEET**  
**December 4<sup>th</sup>, 2025**

Name of Contractor: \_\_\_\_\_

**1. Essential Criteria** \_\_\_\_\_ PASS/FAIL

If any one of the essential criteria is not met, there is no need to complete the remainder of the evaluation.

**2. References** \_\_\_\_\_ PASS/FAIL

Use the attached Evaluation Reference Form for each reference contacted for Contractor.

**3. Financial Strength (Section D. of Questionnaire)** \_\_\_\_\_ PASS/FAIL

0-2 Requirements Met	=	0 Points
3 Requirements Met	=	3 Points
4-5 Requirements Met	=	4 Points
All Requirements Met	=	5 Points

Minimum Points	= 3	TOTAL POINTS
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**4. Scored Questions** \_\_\_\_\_ Points

**a. Years in Business Under Current License (Section B.6 of Questionnaire)**

10 or more years	=	20 Points
5 to 9 years	=	15 Points
2 to 4 years	=	5 Points
Less than 2 years	=	0 Points

**b. Size of Completed Projects (Section C of Questionnaire)**

3 Completed Projects larger than \$15 million	=	15 Points
3 Completed Projects larger than \$10 million	=	10 Points
2 Completed Projects larger than \$5 million	=	8 Points
3 Completed Projects larger than \$1 million	=	4 Points
3 Completed Projects less than \$1 million	=	1 Points

**c. Non-Compliance with Applicable Laws (Sections B.22, 23, 25, 30, and 31 of Questionnaire)**

0 Projects	=	10 Points
1 to 5 Projects	=	5 Points
6 or more Projects	=	0 Points

**d. Workers' Compensation Modifier (Section B.24 of Questionnaire)**

Less than or equal to 0.85	=	10 Points
More than 0.85 and less than 1.0	=	5 Points
More than 1.0	=	0 Points

Minimum Points	= 31 out of 55	TOTAL POINTS
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