

Level 1 Prequalification Analysis

Cover Sheet and Instructions

APPROVED DOCUMENT – This document is approved by the Office of the President and Office of the General Counsel for use by the Facility and is available on electronic media.

PURPOSE OF DOCUMENT:	Provides criteria for determining whether the prospective bidder has “passed” or “failed” the Level 1 prequalification step.			
CROSS-REFERENCE TO FACILITIES MANUAL:	None			
CONTENTS:	Level 1 Prequalification Analysis			
FOR USE WITH:	CM/Contractor Agreement			
COMPLETED BY:	✓	Filling in	✓	Adding Text
ITS USE IS:		Required	✓	Optional
				No Data Required

NOTE: To use the electronic file of this document, you must go to the “Tools” pull down menu in Microsoft Word, select “Options,” select the “View” tab, and then put a check in the box “Hidden text.” Most instructions and alternate language is displayed in hidden text. Do not print the hidden text for the final document.

Completion Instructions:

1. Notes, suggested text, instructions and other information is formatted using the following methods:
 - Hidden text within brackets. Read the material within the brackets and take the appropriate action (usually inserting text or selecting from a choice of texts.) When printing this document, the default print property will not print the hidden text.
 - Coded instruction within brackets. {This is an example of the format.} The instructions and shading will disappear when the required information is typed.
 - Suggested text is shaded in gray without brackets (see Modification and Additions below.)

Modifications and Additions:

1. Areas shaded in gray, without brackets, represent suggested text that may be modified by the Facility to meet the needs of the Project. This is an example of the format. Ensure that any modified or added text is consistent with the Contract Documents.

Comments:

None

LEVEL 1 PREQUALIFICATION ANALYSIS

Document submitted by: _____

1. Prequalification Declaration A. Properly completed and signed.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
2. General Contractor's License A. Firm holds California contractor's license , which is current, active and in good standing with the California Contractor's State License Board.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
B. Complete information regarding license provided.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
C. <i>Firm</i> License <u>not</u> suspended or revoked within last 5 years.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
D. <i>Joint Venture or Partnership</i> License <u>not</u> suspended or revoked within last 5 years.	<input type="checkbox"/> <i>Not Applicable</i> <input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
3. Surety A. Surety to be used authorized by the Insurance Commissioner to transact business of insurance in the State of California.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
B. Prospective CM/Contractor is able to obtain bonding for Anticipated Contract Value less the Contract Sum – Phase 1.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
C. <i>Firm</i> Surety has not paid out claims on Performance Bond issued for the benefit of owner within the last 10 years.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
D. <i>Joint Venture or Partnership</i> Surety has not paid out claims on Performance Bond issued for the benefit of owner within the last 10 years for construction activities of member.	<input type="checkbox"/> <i>Not Applicable</i> <input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
E. Surety Declaration is signed, notarized. and attached.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified

4. Insurance	
A. Listed insurer, excluding Workers Comp insurer, meets listed rating and classification requirements.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
B. Listed Workers Comp insurer meets listed rating and classification requirements or is acceptable to University.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
C. <i>Firm</i> CM/Contractor is able to obtain insurance for specified limits.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
D. <i>Joint Venture or Partnership</i> CM/Contractor is able to obtain insurance for specified limits.	<input type="checkbox"/> <i>Not Applicable</i> <input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
E. Insurer Declaration signed, notarized. and attached.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
5. Construction Experience	
A. Firm has successfully completed at least {NUMBER} comparable projects within the last {NUMBER} years. Project Data Sheets contained sufficient detail to confirm that projects were comparable.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
B. At least one of the comparable projects includes experience providing Preconstruction Services and acting as General Contractor.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
6. Current Projects for The Regents of the University of California Project information for Current Projects for The Regents is complete.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
7. Past Projects for The Regents of the University of California Project information for Past Projects for The Regents is complete	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
8. Staff Experience	
A. Proposed Project Manager has completed at least {NUMBER} comparable projects.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
B. Proposed Project Superintendent has completed at least {NUMBER} comparable projects.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
9. Safety Program	
A. Firm has written IIPP that complies with California Code of Regulations, Title 8.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
B. Firm has a written safety program that meets CAL/OSHA requirements.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
C. Firm will have personnel permanently assigned and dedicated to Safety on this project.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified

10. Quality Control/Quality Assurance A. Firm has written Quality Control/Quality Assurance program.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
B. Firm will have personnel permanently assigned and dedicated to quality control/quality assurance.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
11. Business Construction Revenue A. <i>Firm</i> Firm had annual business construction revenue of at least \${AMOUNT} for each and every one of the last 5 consecutive years.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
B. <i>Joint Venture or Partnership</i> Members each had annual business construction revenue of at least \${AMOUNT} for each and every one of the last 5 consecutive years.	<input type="checkbox"/> Not Applicable <input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
12. Disciplinary Measures History A. <i>Firm</i> Firm has not been disqualified or barred from doing business with a public agency during the last 10 years.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
B. <i>Joint Venture or Partnership</i> Members have not been disqualified or barred from doing business with a public agency during the last 10 years.	<input type="checkbox"/> Not Applicable <input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
13. False Claims A. <i>Firm</i> Firm has not been found, in a final decision of a court, to have submitted a false claim to a public agency?	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
B. <i>Joint Venture or Partnership</i> Members have not been found, in a final decision of a court, to have submitted a false claim to a public agency?	<input type="checkbox"/> Not Applicable <input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
14. Attendance at Mandatory Level 1 Prequalification Conference Representative of firm attended Mandatory Level 1 Prequalification Conference on {DATE}.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified
15. Completion of Package All required documents have been submitted.	<input type="checkbox"/> Yes - Requirement Met <input type="checkbox"/> No - Not-Prequalified