

Advertisement For Design Builder Prequalification

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 computer diskette.

PURPOSE OF DOCUMENT:	Provides prospective Proposers with general information concerning the Project and the procedure to be used in the prequalification process.		
CROSS-REFERENCE TO FACILITIES MANUAL:	None		
CONTENTS:	Advertisement For Design Builder Prequalification		
FOR USE WITH:	Design Build Agreement		
COMPLETED BY:	✓ Filling in	✓ Adding Text	No Data Required
ITS USE IS:	✓ Required	Optional	

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.
2. Areas not highlighted in gray, without brackets, shall not be altered without approval of the Office of the President.

Comments:

None

ADVERTISEMENT FOR DESIGN BUILDER PREQUALIFICATION

Subject to conditions prescribed by the University of California, {FACILITY NAME}, responses to the University's prequalification documents for a Design Build contract are sought from proposers for the following project:

{PROJECT NAME}

Project Number: { }

UNIVERSITY OF CALIFORNIA, {FACILITY NAME}

PREQUALIFICATION OF PROSPECTIVE PROPOSERS

The University's primary objective in utilizing the design build approach is to bring the best available integrated design and construction experience to this project. The University has determined that proposers who submit proposals on this project must be prequalified. Prequalified proposers will be required to have the following California contractor's license:

{LICENSE CLASSIFICATION},{LICENSE CODE}

GENERAL DESCRIPTION OF WORK

{INCLUDE A DESCRIPTION IN GENERAL TERMS OF THE WORK TO BE DONE INCLUDING: TYPE OF CONSTRUCTION, SIZE, USE, AND MAJOR CHARACTERISTICS OF CONSTRUCTION (TO THE EXTENT SPECIFIED IN THE DOCUMENTS). THE DESCRIPTION SHOULD INCLUDE A GENERAL DESCRIPTION OF THE DOCUMENT DEVELOPMENT E.G., SCHEMATICS, UNIQUE ASPECTS TO THE PROJECT, AND ENVIRONMENTAL ISSUES, IF ANY. THE BUDGET AND TIME REQUIREMENTS SHOULD BE INCLUDED.}

PROCEDURES

The prequalification process will be conducted in two steps and will result in the selection of finalists who will be prequalified and will be issued proposal documents for this Project. The prequalified proposers will submit price and technical proposals. The technical proposals will be scored according to an established scoring system. The price will be divided by the score to determine a price per technical point. The prequalified proposer submitting the lowest price per technical point will be the apparent low proposer for the Project.

Level I will be the submittal of prequalification documents described in more detail below. After receipt of the prequalification documents, the University will review and determine a preliminary point score for each submittal. Requests for clarifying information and additional data will be made at this time, if required. After receipt and review of the clarifications and additional data each prequalification submittal will receive a final point score.

Scoring of proposers for this first Level will be determined by the application of an established rating system to the following information (detailed submittal requirements are contained in the Prequalification Questionnaire):

{LIST ITEMS CONTAINED IN THE PREQUALIFICATION QUESTIONNAIRE, FOR EXAMPLE:

1. California Contractor's license.
2. Surety.
3. Construction experience.
4. Design experience.
5. Arbitration and litigation claims history.
6. Bonding capacity.
7. Financial data.
8. Design build experience.
9. Design build team members.
10. Rates for additional design services.

A proposer who receives {NUMBER} or more points out of a possible {NUMBER} points based on the established rating system will be invited to participate in the Level II Interview step. A proposer who receives {NUMBER} or fewer points **OR** who falls under *any* of the following categories, will be excluded from further consideration in the prequalification process and from participating in the Level II Interview:

{LIST ITEMS CONTAINED IN THE PREQUALIFICATION EVALUATION, FOR EXAMPLE:

1. Proposer does not have the proper license.
2. Proposer has not completed at least {NUMBER} projects costing in excess of \${ } per project since {DATE}. (Construction Experience)
3. Proposer has not completed at least {NUMBER} projects costing in excess of \${ } per project since {DATE}. (Design Experience)
4. Proposer does not have the required financial ratios.
5. Proposer has not completed at least {NUMBER} projects costing in excess of \${ } per project since {DATE}. (Design Build Experience)
6. Proposer exceeds ratio established for recover and claims frequency.
7. Proposer exceeds ratio established for arbitration or litigation claims.
8. Proposer has had a surety finish work on a contract since {DATE}.
9. Proposer does not meet established minimum standards for bonding capacity (as described in the Prequalification Questionnaire).
10. Proposer is not able to obtain required insurance.
11. Proposer is presently disqualified from performing work for the University of California or another Contract Entity.
12. Proposer did not submit required information.

Level II will be the Interview. Proposers will be notified whether or not they have been selected for Level II Interview. The results of the Level II Interview will be separately scored based on an established rating system. Proposers receiving {NUMBER} or more points out of a possible {NUMBER} points based on the

established rating system will be issued proposal documents.

Level II Interview will address the items contained in the Level II Interview Requirements Document. Prior to the Level II Interview, the University may supplement these requirements:

{MODIFY LIST BELOW TO BE CONSISTENT WITH LEVEL II INTERVIEW REQUIREMENTS

1. Overall experience with design build.
2. Specific examples from past projects, both construction and design.
3. Previous experience with UC projects.
4. Anticipated major/significant schedule problems and proposed solutions.
5. Personnel qualifications.

Proposers will be notified whether or not they have been prequalified after the University evaluates the results of the Level II Interview.

PREQUALIFICATION SCHEDULE

On {DATE}, a single set of prequalification documents will be issued to intending proposers at:

{OFFICE}

UNIVERSITY OF CALIFORNIA, {FACILITY NAME}

{ADDRESS}

{CITY}, {STATE} {ZIP CODE}

{TELEPHONE NUMBER}

On {DATE}, completed prequalification documents will be received at:

{OFFICE}

UNIVERSITY OF CALIFORNIA, {FACILITY NAME}

{ADDRESS}, {ROOM NUMBER}

{CITY}, {STATE} {ZIP CODE}

{TELEPHONE NUMBER}

No prequalification documents will be accepted after {TIME}. However, the University reserves the right to request, receive, and evaluate supplemental information after the above time and date at its sole

determination. Successful proposers will be notified of date and time of Level II Interview.

Interviews will be conducted at:

{OFFICE}

UNIVERSITY OF CALIFORNIA, {FACILITY NAME}

{ADDRESS}

{CITY}, {STATE} {ZIP CODE}

{TELEPHONE NUMBER}

PROPOSAL SCHEDULE

Following is the anticipated proposal schedule:

1. Proposal Documents available to the prequalified proposers - {DATE}.
2. Proposals received - {DATE}.
3. Proposals evaluated and the apparent low proposal determined - {DATE}.

The exact dates, times, and location will be set forth in an "Announcement To Prequalified Proposers."

The University reserves the right to reject any or all responses to Prequalification Questionnaires and any or all proposals and to waive non-material irregularities in any response or proposal received.

Proposal Security in the amount of 10% of the lump sum price proposal, excluding alternates, shall accompany each proposal. The surety issuing the Bid Bond shall be, on the proposal deadline, listed in the latest published State of California, Department of Insurance, list of "Insurers Admitted to Transact Surety Insurance in this State."

All insurance policies required to be obtained by Proposer shall be subject to approval by University for form and substance. All such policies shall be issued by a company rated by Best as A- or better with a financial classification of VIII or better, or have equivalent ratings by Standard and Poor's or Moody's. The Certificate of Insurance shall be issued on the University's form.

Prospective proposers desiring to be prequalified are informed that they will be subject to and must fully comply with all of the proposal conditions including 100% payment and 100% performance bonds.

All information submitted for prequalification evaluation will be considered official information acquired in confidence, and the University will maintain its confidentiality to the extent permitted by law.

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA

Project Name: { }

Project No. { }

University of California, {FACILITY NAME}
{DATE}