## **Level 1 Prequalification Analysis**

## **Cover Sheet and Instructions**

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|  | | | 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. | | | | |
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| **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 |  | No Data Required |
| **ITS USE IS:** |  | Required | | ✓ | Optional | | |

**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. {This is an example of the format.} 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. 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

**END OF COVERSHEET AND INSTRUCTIONS**

LEVEL 1 PREQUALIFICATION ANALYSIS

Document submitted by:

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| 1. Prequalification Declaration   A. Properly completed and signed. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 1. General Contractor's License 2. Firm holds California contractor’s license {(INSERT LICENSE CLASSIFICATION AND CODE)}, which is current, active and in good standing with the California Contractor’s State License Board. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| B. Complete information regarding license provided. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 1. *Firm*   License not suspended or revoked within last 5 years. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 1. *Joint Venture or Partnership*   License not suspended or revoked within last 5 years. | ❑ *Not Applicable*  ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 1. Surety   A. Surety to be used authorized by the Insurance Commissioner to transact business of insurance in the State of California. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| B. Prospective CM/Contractor is able to obtain bonding for Anticipated Contract Value less the Contract Sum – Phase 1. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| C. Firm Surety has not paid out claims on Performance Bond issued for the benefit of owner within the last 10 years. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| D. Joint Venture or Partnership 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. | ❑ *Not Applicable*  ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| E. Surety Declaration is signed, notarized. and attached. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |

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| 1. Insurance 2. Listed insurer, excluding Workers Comp insurer, meets listed rating and classification requirements. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 1. Listed Workers Comp insurer meets listed rating and classification requirements or is acceptable to University. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| Firm CM/Contractor is able to obtain insurance for specified limits. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| Joint Venture or Partnership CM/Contractor is able to obtain insurance for specified limits. | ❑ *Not Applicable*  ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 1. Insurer Declaration signed, notarized. and attached. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 1. Construction Experience 2. Firm has successfully completed at least comparable projects within the last years. Project Data Sheets contained sufficient detail to confirm that projects were comparable. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 1. At least one of the comparable projects includes experience providing Preconstruction Services and acting as General Contractor. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 6. Current Projects for The Regents of the University of California  Project information for Current Projects for The Regents is complete. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 7. Past Projects for The Regents of the University of California  Project information for Past Projects for The Regents is complete | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 1. Staff Experience 2. Proposed Project Manager has completed at least comparable projects. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 1. Proposed Project Superintendent has completed at least comparable projects. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 9. Safety Program   1. Firm has written IIPP that complies with California Code of Regulations, Title 8. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 1. Firm has a written safety program that meets CAL/OSHA requirements. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |
| 1. Firm will have personnel permanently assigned and dedicated to Safety on this project. | ❑ Yes - Requirement Met  ❑ No - Not-Prequalified |

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