CONTRACTOR PREQUALIFICATION INFORMATION BRIEFING

Board of Trustees Study Session
March 8, 2005
Presenters

- José Nuñez, Measure C Executive Director, College of Marin
- Jeff Gee, Program Executive, Swinerton
- Dave Kirn, Program Manager, Swinerton
Briefing Purpose

- To present background information on Contractor Prequalification and the prequalification process

- Traditional Public Works Lump Sum/Low Bid
  - Bid was submitted on time
  - Bid Bond accompanied the bid
  - Bid was complete
  - Contractor is licensed in California
Section 20100 allows for prequalification:

- Standard questionnaire and financial statements

- Responses and financial statements are confidential documents

- Submitted under the penalty of perjury
Prequalification Process

- Standard questionnaire:
  - Based on size and type of contract
  - Based on type of construction
  - Stipulate the duration (e.g., 1 year)
- Public advertisement similar to bidding
- Mandatory conference
- Evaluate submittals
- Establish list of prequalified contractors
- Projects are bid to the prequalified list of contractors
Standard Questions

- Experience in performing public works projects
- Establish standard minimum requirements for bidding:
  - Bonding Capacity
  - Insurance
  - Safety record
- Type and size of the contracts
- Litigation/dispute history
- Compliance with prevailing wage provisions
- Labor code violations
  - Non-payment of wages
  - Non-payment of benefits
Standard Questions

- Past performance on comparable projects
- Contractor license
- Work history
- Disqualification from previous projects
- Personnel qualifications
  - Qualified field personnel
- References
Goals

- Contractor experience in public work contracts determined in advance of bidding
- Contractor ability to comply with District’s bonding and insurance requirements determined in advance of bidding
- Identify successful, quality contractors that are able to work at the College of Marin
- Identify contractors that can execute construction safely
- Identify contractors that historically are able to successfully complete work on time and on budget
Advantages of Prequalification

- Establish specific group of prime contractors to bid
- Specific outreach and communication
- Identify experienced contractors:
  - Previous public works contract experience
  - Satisfactory safety record
  - Financially sound
  - Meet District bonding and insurance requirements
Disadvantages of Prequalification

- Effort required by contractors to submit documentation
- May limit opportunities/bidding
- No guarantee that contractors will bid
Conclusion

- Creates a pool of prequalified bidders
- Reduces risks to the District
- Saves project time and money
- Increases project success rate