

Los Angeles Unified School District

**Request for Qualifications (RFQ)
For the
Fire Alarm Project Specific Prequalification**

May 11, 2006

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GENERAL INFORMATION

The following information is provided for quick reference and the convenience of the Contractors participating in this process. The specific submittal information required and the process to be followed are presented in detail in the following sections.

A. Project: The Los Angeles Unified School District (LAUSD, sometimes referred to as the District) intends to prequalify and establish the List of Fire Alarm Project Specific Prequalified construction contractors to furnish all specified labor and material for the work on the fire alarm systems located in LAUSD schools and offices. The Projects will require specific factory certification and previous experience in the installation and service of fire alarm equipment of approved manufacturers on the list specified in SECTION III: PREQUALIFICATION REQUIREMENTS. The estimated construction cost and the anticipated schedule for construction varies per project. This project specific prequalification has an open application period while there are fire alarm projects of this type to be offered by the District. In order for bidders to apply for Fire Alarm Project Specific Prequalification, you first must have been prequalified by the District for competitively bid formal construction contracts.

B. Project Schedule: The following schedule has been established for conducting the selection process and subsequent activities in the formulation of the eligibility list. LAUSD reserves the right to modify this schedule at any time.

Advertise Prequalification package	May 10, 2006
Release of Prequalification package (RFQ)	May 11, 2006
Currently Prequalified for Formal contracts	By May 30, 2005
Submittals from bidders with no LAUSD Prequalification	By June 15, 2006
Eligible Bidders List Released	June 19, 2006

C. Responses Due: The RFQ for Fire Alarm Project Specific Prequalification will only be accepted from construction firms that are currently formally prequalified by the District's regular prequalification process. Submittals of RFQ by construction firms with no current District prequalification are Due BY June 15, 2006. Following subsequent submittals of the RFQ, please allow at least 2 weeks processing before being placed on the Fire Alarm Projects Eligible Bidders List. **ONLY THOSE PLACED ON THIS LIST WILL BE ALLOWED TO SUBMIT BIDS ON THE FIRE ALARM PROJECTS.** The list will be updated as often as it changes following subsequent submittals and approvals. Absolutely no bids will be accepted on Fire Alarm projects advertised after June 15, 2006 without approval by this project type specific prequalification.

D. Submittal Format: Each Statement of Qualifications shall be in 8½" x 11", single-sided, vertical format, consisting only of the specified materials requested in Section III. Each submittal shall consist of no more than 40 pages, excluding Attachment A. Submit four (4) bound copies and one (1) unbound copy

E. Submittal Location: Submittals will be received by Los Angeles Unified School District only at the following address:

Los Angeles Unified School District
Facilities Construction Contracts
Adams Plaza
1545 Wilshire Blvd., Suite 100
Los Angeles, California 90017
Attn. Susan Mansion

F. Questions: Inquiries during this prequalification process shall be directed only by email, and only to Susan Mansion: susan.mansion@lausd.net. Oral inquiries will not be accepted.

SECTION I: INTRODUCTION

A. Purpose

The purpose of this document is to solicit qualification statements from Contractors interested in becoming Fire Alarm Project Specific Prequalified in order to compete for the Fire Alarm Systems projects of the Los Angeles Unified School District.

The estimated cost and construction duration of the Projects vary.

Only Contractors that become prequalified via this Fire Alarm Project Specific Prequalification process will be allowed to subsequently submit bids for these projects. The contracts will be awarded to the lowest responsive and responsible project specifically prequalified bidders.

B. Process

The process to select the Contractor to implement this program will consist of two parts:

- Part 1 - Prequalification of Contractors through this RFQ process, leading to listing of those qualified by LAUSD and invited to participate in Part 2. This project type specific prequalification has an open application period.
- Part 2 - Invitations to Bid will be publicly advertised. Only those contractors prequalified through Part 1 will be eligible to submit bids. The contracts shall be awarded to the lowest responsive and responsible Fire Alarm Project Specific prequalified bidders.

C. Los Angeles Unified School District's RFQ Policies

1. The issuance of this RFQ constitutes an invitation for Contractors to present qualifications for the aforementioned Projects. This is separate from and has no effect on any current prequalification with LAUSD.
2. LAUSD reserves the right to determine, at its sole discretion, whether any aspect of the submitted information satisfactorily meets the criteria established in the RFQ, and the right to seek clarifications.
3. LAUSD reserves the right to waive minor irregularities and omissions in the information contained in any submitted prequalification questionnaire, and to make all final determinations.
4. LAUSD reserves the right to reject any or all responses received as a result of this solicitation; to extend the submission due date; to modify, amend, reissue, or rewrite this RFQ document; and to procure construction services by other means.
5. LAUSD shall have no liability to any firm for any costs or expenses incurred in connection with the preparation and submittal of a response to this RFQ. All information submitted for prequalification evaluation will be considered official information acquired in confidence, and LAUSD will maintain its confidentiality to the extent permitted by law. Submitted material shall become the property of LAUSD and will not be returned.

SECTION II: PREQUALIFICATION PROCESS OVERVIEW

A. Procedure for Part 1 - RFQ

1. Release of RFQ: There has been public advertisement of the availability of this RFQ document. RFQ applicants may obtain copies of this document from the Facilities Construction Contracts (FCC) office or from the LAUSD website at www.laschools.org/contractor/cc/pq, beginning May 11, 2006. All subsequent communications to LAUSD will be sent electronically, to susan.mansion@lausd.net. No fax or telephone communications will be acknowledged.
2. Questions Regarding Request for Qualifications: Specific questions regarding the process, contract compliance, licenses or insurance, which need to be answered prior to submitting responses, should be submitted in written form via e-mail to susan.mansion@lausd.net, written in the body text or in MS Word format as an enclosure. Questions and responses will be distributed to all applicants but anonymity of the source of specific questions will be maintained in the written responses provided by LAUSD. All addenda will be e-mailed to all RFQ recipients. No oral modifications are acceptable unless confirmed in an addendum.
3. Receipt of Statements of Qualification: To be listed on the original June 19, 2006 list, responses to the Request for Qualifications from currently prequalified bidders are to be received at the official address no later than 3:00 pm on Tuesday, May 30, 2006, and from those NOT currently prequalified through the District's formal prequalification process no later than 3:00 pm on Thursday, June 15, 2006. Faxed and e-mailed submittals will not be accepted. LAUSD will only evaluate submissions that meet the mandatory submission requirements. (See Section III, Prequalification Requirements)
4. Late Submissions: Statements of Qualification received after the specified time and date may or may not be considered at the sole discretion of the District's Contracting Officer.
5. Statements of Qualification Opening, Evaluation, and Rejection:
 - a. Statements of Qualification will be opened privately by LAUSD following the proposal submission due date and time
 - b. LAUSD will make the final determination, based upon Statements of Qualification, whether an applicant meets the criteria to be Project Specifically Prequalified.
 - c. Prospective applicants who fail to meet all of the criteria in Section III will not be included on the list of Fire Alarm Project Specific Prequalified Contractors.

Notification of Prequalification Results: Any applicant found to be not prequalified as a result of evaluation of their submittal will receive a written response from the LAUSD explaining the District's decision. If the applicant can refute any of the facts upon which the decision was based, the applicant can request a hearing with the District's appellate panel to appeal the decision.

If a Contractor appeals the review panel's decision, the District will call to order an appellate panel made up of three members of the LAUSD Facilities Management Division management/supervisory staff. None of the appellate panel members shall have served on the RFQ review panel. The Contractor is invited to appear in person to bring before the appellate panel any additional or new information on the originally submitted projects. The appellate panel advises the Contractor on the areas where the review panel evaluation had determined to be deficient, and allows him to address the issues. The Contractor is then dismissed from the meeting and the panel members reach a consensus as to whether or not to allow the Contractor to be considered prequalified for these type projects. The Contractor will be notified of the appellate panel's decision prior to the issuance of any project drawings and specifications. The final decision of the LAUSD appellate panel is not subject to further appeal.

This project specific prequalification has an open application period. Following the release of the Eligibility List on June 19, 2006, bidders will be notified of their prequalification results on an individual basis, and if qualified will be placed on the list approximately two (2) weeks following the submittal of the RFQ for Fire Alarm Project Specific Prequalification.

Determination of Part 2 applicants: Once selected, LAUSD will prepare a list of Contractors invited to participate in the Part 2 Invitation to Bid process. If LAUSD determines that a minimum number of qualified Contractors are not available to satisfy the intent of the process, LAUSD may modify or cancel the process.

Questions Regarding the Project: Specific questions regarding the Project should be submitted to the Owner Authorized Representative (OAR) on the Pre-Bid Clarification Form Document 00300. Questions and responses will be distributed to all applicants but anonymity of the source of specific questions will be maintained in the written responses provided by LAUSD. All addenda will be e-mailed to all RFQ recipients. No oral modifications are acceptable unless confirmed in an addendum.

SECTION III: PREQUALIFICATION REQUIREMENTS

In order to be Fire Alarm Project Specifically Prequalified, Contractors must meet the criteria in paragraphs A, B and C below. Applicants must submit a completed Fire Alarm Project Specific Prequalification Questionnaire – Appendix A.

A. SPECIFIC EXPERIENCE

The prime contractors shall adequately demonstrate that they have experience in the following areas:

- a. Prime shall have successfully completed at least 5 fire alarm projects in the past 5 years, and have been in business of installing fully automated fire alarm systems of one of the manufacturers listed below for at least 5 years.
- b. Certifications: Contractor (or Subcontractor) shall be a factory certified installer for the proposed system and shall provide documentation. Submit certification from one of the following equipment manufacturers: Notifier, Edwards Systems Technology, Johnson Controls, or SimplexGrinnell, or an equivalent system, indicating the contractor is a certified installer of the product. Systems submitted that are not on this approved list must be approved by the District prior to Prequalification approval being granted.
- c. Subcontractors shall hold a C 7 license in the State of California. Only subcontractors listed by this Fire Alarm Project Specific prequalification will be used. Additional subcontractors must be requested by way of a supplemental submittal prior to submission of a bid, submission of non-prequalified Subcontractors may cause a bid to be deemed non-responsive, but all subcontractors used must be on the current approved list. Therefore, be sure to list all possible subcontractors on the Subcontractor Information Form. Naming a subcontractor does not obligate the use of that subcontractor on any given bid.

Submit at least five completed Project Information Forms (Appendix A, item 2) for similar projects in order to fulfill the criteria of the category a. above.

B. LAUSD PREQUALIFICATION QUESTIONNAIRE (Attachment A)

Applicants must meet one of the two following criteria to satisfy this element:

1. For those applicants currently formally prequalified: Provide a copy of a current Notice of Prequalification Approval as received from LAUSD FCC that does not expire before June 30, 2006.
2. For those applicants that do not have a LAUSD Prequalification Approval, or have one expiring before June 30, 2006, Complete this LAUSD Project-Specific Prequalification, together with the Formal Prequalification Questionnaire as Attachment A.

C. LICENSE

Prime contractors shall hold a C 10 license in the State of California.

APPENDIX A: FIRE ALARM PROJECT SPECIFIC PREQUALIFICATION QUESTIONNAIRE

A. General Information

Applicant must answer all of the questions and provide all requested information where applicable. At the sole discretion of LAUSD, any prospective applicant failing to do so may be deemed to be not responsive and not responsible with respect to this prequalification. In addition, applicant must list accurate names and telephone numbers of applicable contact references. If LAUSD is unable, after reasonable efforts, to confirm the past project information submitted by applicant, said project would not be accepted as a qualifying project.

B. Fire Alarm Project Specific Prequalification Questionnaire and Forms

1. The questionnaires and forms are to be completed by the proposing firm, the single legal organization that will enter into a contract for Contractor services with LAUSD.
2. Each Prime Contractor wishing to propose and perform services for LAUSD on this project must fully complete this questionnaire and provide all materials requested herein.
3. An individual who has legally-binding authority must sign each questionnaire under penalty of perjury. If any information provided becomes inaccurate, LAUSD must be immediately notified in writing and provided with updated accurate information in writing and under penalty of perjury.
4. Electronic copies of Appendix A and Attachment A in the Word format will be provided upon written request to susan.mansion@lausd.net and sent by way of email. Do not reformat either Appendix A or Attachment A. Type answers within the forms.

APPENDIX A: FIRE ALARM PROJECT SPECIFIC PREQUALIFICATION QUESTIONNAIRE

1. GENERAL INFORMATION ABOUT THE CONTRACTOR

Contractor Name: _____

California State License Number: _____ Lic. Type/s: _____

Check One: Corporation
 Partnership
 Joint Venture
 Sole Proprietor

Contractor Contact Person: _____

Address: _____

Phone: _____ Fax: _____

E-mail Address: _____

APPENDIX A: FIRE ALARM PROJECT SPECIFIC PREQUALIFICATION QUESTIONNAIRE

2. PROJECT INFORMATION FORM (Complete one form for each project submitted)

This project is submitted for the following indicated Category (indicate by checking 1 or 2):

1. ___ Installer shall have successfully completed at least 5 fire alarm projects in the past 5 years, and have been in business of installing Fire Alarms of one of the manufacturers listed below for at least 5 years.

2. ___ Certifications: Contractor shall be a factory certified installer for the proposed system and shall provide documentation. Submit certification from one or more of the following equipment manufacturers: Notifier, Edwards Systems Technology, Johnson Controls, or SimplexGrinnell, or an equivalent system, indicating the contractor is a certified installer of the product. Systems submitted that are not on this approved list must be approved by the District prior to Prequalification approval being granted.

PROJECT NAME: _____

Location (City and State): _____

Were you the General Contractor on this Project? Yes: ___ No: ___

OWNER: _____

Representative: _____ Tel: _____

Email: _____

ARCHITECT: _____

Project Contact: _____ Tel: _____

Email: _____

CONSTRUCTION MANAGER: _____

Project Contact: _____ Tel: _____

Email: _____

PROJECT DESCRIPTION: Please attach photographs and a detailed description of the project. Describe specifically and in detail how this project meets the category's criteria.

Scheduled Completion Date: _____ Actual Completion Date: _____

Construction Duration _____

Original Contract Amount: _____ Final Contract Amount: _____

Project Delivery Method: _____

APPENDIX A: FIRE ALARM PROJECT SPECIFIC PREQUALIFICATION QUESTIONNAIRE

3. SUBCONTRACTOR INFORMATION FORM (This page may be copied as needed.)

Subcontractors shall hold a C 7 license in the State of California. Only subcontractors listed by this Fire Alarm Project Specific prequalification will be used. Additional subcontractors must be requested by way of a supplemental submittal prior to submission of a bid, submission of non-prequalified Subcontractors may cause a bid to be deemed non-responsive, but all subcontractors used must be on the current approved list. Therefore, be sure to list all possible subcontractors on this Subcontractor Information Form. Naming a subcontractor does not obligate the use of that subcontractor on any given bid.

Subcontractor Company Name: _____

Street Address: _____ City, State, ZIP _____

CSLB License #: _____ License Type/s: _____

Representative: _____ Tel: _____

Fax: _____ Email: _____

Subcontractor Company Name: _____

Street Address: _____ City, State, ZIP _____

CSLB License #: _____ License Type/s: _____

Representative: _____ Tel: _____

Fax: _____ Email: _____

Subcontractor Company Name: _____

Street Address: _____ City, State, ZIP _____

CSLB License #: _____ License Type/s: _____

Representative: _____ Tel: _____

Fax: _____ Email: _____

Subcontractor Company Name: _____

Street Address: _____ City, State, ZIP _____

CSLB License #: _____ License Type/s: _____

Representative: _____ Tel: _____

Fax: _____ Email: _____

APPENDIX A: FIRE ALARM PROJECT SPECIFIC PREQUALIFICATION QUESTIONNAIRE

(Contractor is required to complete this form)

STATE OF CALIFORNIA, COUNTY OF _____

I have read the Los Angeles Unified School District's (LAUSD) Contractor's Fire Alarm Project Specific Prequalification Questionnaire and know its contents.

CHECK APPLICABLE INFORMATION:

I am an Officer, a partner, a _____ of
(State position or office held with your firm)

Firm's Name _____

and I certify under penalty of perjury under the laws of the State of California: (1) that I am authorized to make this verification for and on its behalf and I make this verification as one who is authorized to do so; (2) that the "Fire Alarm Project Specific Prequalified" determination means only that I should be competent to bid on and perform a public works contract for LAUSD and that it does not mean anything else; and (3) matters stated in the foregoing document are true as a matter of my own knowledge except as to those matters which are based on information and/or belief, and as to those matters I believe them to be true.

Executed on _____, at _____, California.

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

Date

Signature

Place

Type or Print Name

PLEASE NOTE: The person affixing his/her signature herein MUST be among those submitted on a list, together with their NOTARIZED signatures, of all persons authorized to sign with binding authority for the company.

Los Angeles Unified School District
Facilities Services Division
Facilities Construction Contracts

PREQUALIFICATION QUESTIONNAIRE – B

Contractors may want to use this questionnaire, if as a general/prime contractor you have successfully completed two (2) public works contracts, or “License Type-Specific SPECIALTY CONTRACTORS” who wish to bid as the prime on formal district contracts, and will provide subcontractor reference evaluations on at least two successfully completed public works contracts within the past 36 months. Otherwise, if your firm usually bids on non-public works projects either as the prime or as a “Specialty Subcontractor,” please consider using Prequalification Questionnaire – C.

Information and Instructions for Prequalification of Prospective Bidders

PLEASE READ AND FOLLOW ALL INSTRUCTIONS CAREFULLY.

The District’s prequalification programs are adopted pursuant to Public Contract Code Section 20111.5. By submitting this Prequalification Questionnaire to the Los Angeles Unified School District (“District”), Contractor requests to be pre-qualified for a period of one (1) year to perform work for the District. Submittal of this questionnaire specifically authorizes the District to investigate or cause investigation of any and all statements made in this questionnaire and to use the information obtained in such investigation in reviewing and scoring the responses. **All prospective bidders must answer all questions, fill in all blanks and provide the required references.** If a particular question does not apply, the response must state “Not Applicable” (“NA”). The questionnaire and performance and safety evaluations are **not** public record and are **not** open to public inspection. **False statements or omissions will disqualify** bidder from pre-qualifying, and other infractions, as stated in this questionnaire, may lead to suspension and subsequent termination of existing prequalification status and contracts with the District. **The contractor must verify accuracy of answers in this questionnaire by affixing on Page 12 of the RFQ the signature of a person authorized to sign on behalf of the company.**

The questionnaire will be thoroughly evaluated by the District, taking into consideration the following factors:

- Experience
- Quality and workmanship
- Timeliness of past performance
- Bonding/Insurance/Licensing
- Financial resources (when applicable)
- Trustworthiness, reliability and responsibility
- Compliance with all District requirements (including Job Order Contracting (JOC), Owner Controlled Insurance Program [OCIP], Safety Standards, the District Contractor Code of Ethics Policy, Project Stabilization Agreement [PSA] and Prevailing Wage requirements of the Labor Compliance Program)

Questionnaires may be obtained from the District’s Facilities Construction Contracts (FCC) office via telephone/fax request, downloaded from the FCC website <http://laschools.org/contractor/cc/pq>, or by picking-up a questionnaire at the address indicated below. **Completed questionnaires must be returned to FCC at the address listed below.**

ONLY ORIGINALS WILL BE PROCESSED.

**PLEASE DO NOT BIND (SPIRAL OR OTHER) OR STAPLE (PAPER CLIPS ARE ACCEPTABLE).
DO NOT FAX COMPLETED PREQUALIFICATION QUESTIONNAIRES.**

Facilities Construction Contracts
1545 Wilshire Blvd., Suite 100
Los Angeles, CA 90017
Attn: Prequalification

Telephone: (213) 207-2300
Fax: (213) 483-9643
(213) 483-9644

Note: Please mark envelope “CONFIDENTIAL”

A. ENROLLMENT

Prequalification enrollment is accepted on an ongoing basis. Approval will be valid for one (1) calendar year beginning on the day following FCC's written notice that the prospective bidder has received prequalification approval, provided that during such time the Contractor remains in good standing with all District requirements and/or has not been deemed a nonresponsible bidder. Revocation of prequalification status is addressed in Sections D and E on Page 3 of this Questionnaire. If a bidder fails to be approved for prequalification, depending upon the reason for the disqualification, a waiting period will be imposed before the bidder may reapply. Penalties for Revocation of Prequalification are noted **in bold type** following the respective reason.

However, the waiting period will not apply if:

1. Bidder has less than three (3) "Requests to be Released" from bid on District public works contracts during the 6-month waiting period. (Please refer to Page 6, General Qualifications, Question #4.)
2. The insufficient experience factor is cured during the 6-month waiting period because the adequate number of contracts is completed.
3. The contractor voluntarily withdrew the prequalification questionnaire.

B. PREQUALIFICATION REQUIREMENTS – QUESTIONNAIRE “B”

Level I. Prospective bidders with at least two (2) public works contracts experience as a general/prime contractor or

Level II. “License Type-Specific SPECIALTY CONTRACTORS” who wish to bid as the prime on formal District contracts, and will provide subcontractor reference evaluations on public works projects completed within the last 36-month period preceding the FCC time stamped submission date of this questionnaire must provide and meet approval on the following items:

1. Complete and submit the **most current version** of the District prequalification questionnaire.
 2. Have a current and active California State contractor's license.
 3. Meet General Qualification requirements (Part II, Page 6 - answered “no” to Questions 1-12).
 4. **Meet and maintain Safety requirements:** The Safety Questionnaire has been developed to evaluate each Contractor's overall safety performance. The District will apply a uniform system of rating bidders on the basis of the Safety Questionnaire (pages 13-17) and at the completion of each public works project, the Safety Evaluation form (pages 10-11). The Safety Evaluation form must be included with all submittals to the District for review and determination. **It is the responsibility of the Contractor to ensure that they and their Subcontractors of every tier meet the Safety Prequalification requirements, including an Experience Modification Rate (EMR) of no higher than 1.50. As directed in CA State Assembly Bill 14, Chapter 899, Section 1, Article 60.3, Section 20919.4 (c) (1) (E) (i), Job Order Contracting requires an acceptable safety record. There is no difference in this requirement for JOC bidding. Therefore, if you receive prequalification approval, you are also approved to bid JOCs, within the approved limit.** The District reserves the right to request any and all documentation necessary to substantiate Safety Questionnaire submissions of the Contractor and **all tiers of Subcontractors**. Contractor records will be retained for a period of eighteen months, after which time they may be destroyed.
 5. Provide Reference information on the Contractor Performance Evaluation forms, as specified for two (2) Public Works Contracts completed as a (Level I.) prime contractor or (Level II.) “License Type-Specific SPECIALTY CONTRACTOR” who generally function as a subcontractor, but who wish to bid as the prime on formal District contracts, must provide Subcontractor References for contracts of the same size and type they wish to qualify to bid upon. All projects must have been completed within the 36-month period immediately preceding the FCC time stamped submission date of this questionnaire (see Page 7, Part III: Contractor References and Pages 8-9 Contractor Performance Evaluation Form) and receive an average, minimum score of 140 points. **ADDITIONALLY:** As part of the post-construction safety evaluation, please submit completed Safety Evaluation Form (pages 10-11) for each public works project referenced. These will be scored separately as part of the Safety requirement. If two (2) or more “NO” answers are received together with substantial back-up documentation for the negative responses, the Contractor will fail the Safety portion and a Prequalification Administrative Review may be held, which will include a review panel of appointed District staff. Following the Prequalification Administrative Review and upon final decision of failure, the contractor will not be prequalified and/or will lose their prequalified status. **All references supplied with this Prequalification request MUST be equal to the size and amount of the projects that the Contractor wishes to bid on for the District and must reflect the type and size project that has previously been bonded by the Contractor's surety company.** **PLEASE BE ADVISED that in some instances, where the District determines that there are substantial performance and/or safety issues with a project, a PRELIMINARY EVALUATION may be conducted during the course of that project PRIOR to its completion, and from that evaluation, appropriate action will be taken.**
 6. Provide an **original Letter of Bondability** demonstrating a bonding relationship with a California-admitted surety company indicating bonding limits for single and aggregate amounts and past experience. The letter must be written by the surety company (**a letter from the insurance agent or broker without Power of Attorney documentation will not be accepted**) and addressed to the District whereby the information may be verified. The Letter of Bondability will be the deciding factor in determining maximum prequalification dollar limits for bidding public works contracts of the District. **Request to increase your firm's bid rating** must be submitted and approved by the District **at least one week** prior to a bid opening, and **MUST NOT BE INCLUDED** in a sealed bid envelope.
 7. Contractor must show **LIABILITY INSURANCE** coverage of at least \$1,000,000 per occurrence / \$2,000,000 aggregate with a California-admitted insurance company to cover all activities of the bidder's firm other than LAUSD projects.
- (An ORIGINAL certificate of Insurance [naming Los Angeles Unified School District as Additionally Insured] is appropriate evidence.) The District has arranged for all District construction contracts to be insured under an Owner Controlled

Insurance Program (OCIP), which will be administered by the District's OCIP Administrator, Aon Risk Services, Inc. of Southern California (Aon). The OCIP will provide to eligible and Enrolled Contractors (and eligible and Enrolled Subcontractors) workers' compensation and employer's liability insurance, commercial general liability insurance, excess liability insurance, and contractor's pollution liability insurance in connection with the performance of the District's construction work. Contractors and Subcontractors are required to cooperate with the District and Aon in all aspects of OCIP implementation and administration.

C. REVIEW AND NOTIFICATION OF PREQUALIFICATION RESULTS

1. The District will review all prequalification submittals and based upon the Contractor's **single bond limit** will determine the maximum prequalification dollar amount this Contractor may bid for a single contract.
2. A Contractor (or prospective bidder) prequalified by the District pursuant to this procedure may bid upon District contracts within the limits expressed.
3. **Request to increase your firm's bid rating** must be submitted with the proper documentation **and approved** by the District **at least one week prior** to a bid opening and **MUST NOT BE INCLUDED** in a sealed bid envelope. The District will notify Contractors of deficiencies in the submitted Prequalification Questionnaires, and/or any concerns which may lead to disqualification. It is the sole responsibility of the Contractor to alleviate all such deficiencies promptly in order for FCC to resume review of the Prequalification Questionnaire. **Approximately 20 business days** following the submission of a properly completed and supported prequalification questionnaire, contractors will receive written notice from FCC stating their prequalification approval and limits for bidding on District contracts.

D. REVOCAION OF PREQUALIFICATION STATUS AND PRECLUDING AWARD OF CONTRACT

A contractor's status as a "prequalified contractor":

- (1) Shall be automatically revoked;
- (2) The contractor will not be permitted to submit bids; and
- (3) If the contractor has otherwise been determined to be a low bidder for a contract but the contract has not yet been awarded, the contract will not be awarded to this contractor if any one of the following events has occurred (see **exception below***):
 - (a) Omission or falsification of requested information (**One (1) year penalty before you may resubmit to pre-qualify**);
 - (b) Debarment from the Division of Labor Standards Enforcement (DLSE) or this District (**5-year penalty**);
 - (c) Previous default or nonresponsible status with the District or other governmental entities (**as determined**);
 - (d) Average score of below 140 points on the Contractor Performance Evaluation forms, or 2 or more "no" answers on any one Safety Evaluation form; or Failure to maintain Safety Prequalification approval with the District's Owner Controlled Insurance Program (OCIP), including failure to assure that subcontractors meet District Safety Prequalification requirements, or failure to provide the District with requested audit materials and/or information, at any time during the prequalification period (**The penalty period will be assigned at the time of determination.**);
 - (e) Non-compliance with any and all District requirements (including Owner Controlled Insurance Program [OCIP], Safety Standards, the District Contractor Code of Ethics Policy, Project Stabilization Agreement [PSA], and Prevailing Wage violations of the Labor Compliance Program, including failure to submit required agreement forms and/or provide certified payrolls. (**The penalty period will be assigned at the time of determination.**))

*** EXCEPTION: If the current Prequalification expires after the bid has been submitted, and before the contract is awarded, the contract may be awarded providing the contractor has met all contract requirements.**

E. MEETING AND APPEALS PROCESS FOR DISQUALIFICATION OF PREQUALIFIED STATUS

Prior to disqualification from the prequalification program, FCC will issue a Letter of Concern stating the discovered issues, which may lead to disqualification. Contractors may request a Prequalification Administrative Review with authorized personnel from the District's Facilities Services Division. Prior to the meeting the Contractor will be given the method for scoring the questionnaire and the reasons for concern. **Requests for a Prequalification Administrative Review may be submitted in writing from the prospective bidder to the FCC office within five (5) working days from receipt of the Letter of Concern. Prequalification approval will not be restored without a favorable ruling following the Prequalification Administrative Review.**

Following a Prequalification Administrative Review, if the applicant is dissatisfied with the final decision, a written appeal may be submitted to the Director of Facilities Contracts. **This written appeal must be requested within ten (10) working days following the Prequalification Administrative Review referenced above.** The Director will appoint a senior Department officer to investigate the appeal. This officer will be independent of the prequalification decision process, will investigate the appeal, and make a recommendation to the Director, whose decision will be final.

F. RENEWAL OF PREQUALIFICATION

1. Prequalification renewal is done yearly.
2. It is the responsibility of each prequalified Contractor to submit a Prequalification Renewal Questionnaire **at least forty-five (45) days** prior to expiration of the one-year period so that prequalification status does not lapse. If the Renewal Questionnaire is not received at least 45 days prior to the expiration date of the existing prequalification, then the entire regular Prequalification Questionnaire must be submitted.

► **NOTE: WHEN ARROW AT LEFT IS INSERTED, IT INDICATES ADDITIONAL INFORMATION MUST BE ATTACHED**

Los Angeles Unified School District

CONTRACTOR'S PREQUALIFICATION FORM

PART I: GENERAL INFORMATION

Name of Firm: _____
(Name must be registered with the Contractors State License Board)

▶ Doing Business As (d.b.a.): _____
(Please attach copy of the Fictitious Name Statement filed when applying for Doing Business As (d.b.a.) status)

▶ Has your firm changed its name or license number within the past five (5) years? No Yes
 If yes, please submit a separate sheet with information of former name and license number and the reason for the name and/or license change

Length of time in Business in California: _____ Federal Identification Number: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Business Telephone No: (____) _____ Fax Number: (____) _____

Applicant's Contact Person: _____ Telephone No: (____) _____

E-mail Address: _____ Fax Number: (____) _____

▶ Has your business license ever been revoked? No Yes
 If yes, please submit a separate sheet with information of the date and the reason for the revocation of the license.

▶ Has your business ever filed for bankruptcy or is your firm currently the debtor in a bankruptcy case? No Yes
 If yes, please submit a copy of the bankruptcy petition showing the case number, date filed, and copy of Court's discharge order, or if no discharge issued, other document that ended the case.

▶ Has your company ever paid liquidated damages at the completion of a construction contract? No Yes
 If yes, please submit a separate signed page, identifying all such projects by owner, owner's address, the date of completion of project, amount of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.

Contractors State License Number	License Class	Expiration Date	Name of Responsible Managing Officer (RMO) Name of Responsible Managing Executive (RME)

▶ **Organization Type** (please check the appropriate box) *(attach a NOTARIZED list of signatures for those AUTHORIZED to sign on behalf of the company):*

- Sole Proprietorship / Sole Owner
- Partnership
- Corporation *(attach a copy of the Articles of Incorporation or the Minutes of the Corporation to verify officers, AND a NOTARIZED list of officers with their signatures)*
- Joint Venture (contact **Facilities Construction Contracts** for special instructions)

▶ **Owners/Partners:** _____ (Print Name) _____ (Print Name)
 _____ (Print Name) _____ (Print Name)

▶ **Officers of the Corporation** *(attach a copy of the Articles of Incorporation or the Minutes of the Corporation to verify officers, AND a NOTARIZED list of officers with their signatures):*

President: _____ Vice-President: _____
 Secretary: _____ Treasurer: _____

▶ Is the company, the owner(s), officers, responsible managing officer (RMO) or responsible managing executive (RME) connected with other companies as a subsidiary, parent, holding or affiliate? No Yes If yes, please explain on a separate signed sheet. Include information about other firms if one firm owns 50% or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.

Small Business Enterprise Information

For statistical information and to comply with the Board of Education of the City of Los Angeles' adopted (25%) participation goal for Small Business Enterprise (SBE), per contract, of the overall dollar amount of funds allocated to the school construction and modernization program, please provide the following information: Is your firm certified by a public works agency as (Please check the appropriate box/es) **Small Business Enterprise** , or **Disabled Veterans Business Enterprise** ?

▶ (Certifying Agency) _____

What was the total amount of construction work your firm has completed within the past two (2) calendar years?

Year _____ number of contracts _____ for a total value of \$ _____

Year _____ number of contracts _____ for a total value of \$ _____

What was the largest single construction contract your firm has completed for each of the past two (2) calendar years?

Year _____ for a total value of \$ _____ Profit Margin \$ _____

Year _____ for a total value of \$ _____ Profit Margin \$ _____

BUSINESS RELATIONSHIPS

Bonding:

Present Surety Company's Name: _____ A.M. Best Rating _____

Agent's Company Name: _____

Agent's Name: _____

Agent's Phone Number: _____

- ▶ ***(Please attach an ORIGINAL, SIGNED letter of bondability from your current surety company indicating limits for a single contract and aggregate. A letter from your insurance agent or broker, without Power of Attorney documentation IS NOT ACCEPTABLE.)***

If applicable, indicate the information of your prior surety company:

Prior Surety Company's Name: _____ A.M. Best Rating _____

Agent's Company Name: _____

Agent's Name: _____

Agent's Phone Number: _____

What was the largest single bond issued for a public works contract performed by your firm in the past two (2) calendar years?

Year _____ Bonding Company _____ for the amount of \$ _____

Year _____ Bonding Company _____ for the amount of \$ _____

What was the largest aggregate amount of bonds issued on construction contracts performed by your firm in the past two (2) calendar years?

Year _____ for the aggregate amount of \$ _____

Year _____ for the aggregate amount of \$ _____

Insurance Coverage:

Name of Insurance Company: _____

Name of Insurance Broker/Agency: _____

Agent's Name: _____

Agent's Phone Number: _____

- ▶ ***Please attach an ORIGINAL certificate of Insurance as evidence of LIABILITY INSURANCE coverage of at least \$1,000,000 per occurrence / \$2,000,000 aggregate with a California-admitted insurance company (naming Los Angeles Unified School District as Additionally Insured) to cover all activities of the bidder's firm other than LAUSD projects.***

Financial:

Name of Bank/Branch: _____

Account Number: _____

Account Manager's Name: _____

Account Manager's Phone Number: _____

- ▶ ***(Please attach an ORIGINAL, SIGNED letter from your bank on the bank's letterhead stationery confirming your relationship, credit and banking history. See sample of requested format on Page 12 of this questionnaire.)***

PART II: GENERAL QUALIFICATIONS

Prospective bidders must check the appropriate responses to the following Questions # 1-12. False statements or omissions may lead to debarment proceedings, will disqualify bidder from pre-qualifying, and may lead to termination of existing contracts with the District. A “Yes” response to any question may result in disqualification and a Prequalification Administrative Review may be held to determine if further action is to be taken. Further action may result in a six (6) month or one (1) year moratorium being imposed before the bidder may reapply, or if serious enough, may lead to debarment proceedings and/or result in your firm’s failure to prequalify to bid on any District public works contract. Prequalification approval will not be restored without a favorable ruling following the Prequalification Administrative Review.

- | | <u>YES</u> | <u>NO</u> |
|---|--------------------------|--------------------------|
| 1. Has the company, owner(s), officers, responsible managing officer (RMO) or responsible managing executive (RME) ever been convicted of a felony offense? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Has your firm or any firm with which any of your company’s owner(s), officers, RMO or RME was associated, been disqualified, removed, or otherwise declared in material breach or default of any public works contract by a public agency or debarred from participating in bidding for any public works contracts? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Have there been any criminal proceedings filed in which the company, owner(s), officers, RMO or RME was and/or is named as a defendant? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Has your company filed three (3) or more “Requests to be Released” from bid on District public works contracts within the 36-month period immediately preceding the time-stamped submission date of this questionnaire, or during the prequalification review? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Has your company received three (3) or more “Non-responsive Notices” on District public works contracts within the 36-month period immediately preceding the time-stamped submission date of this questionnaire, or during the prequalification review? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Has your company ever been awarded a public works contract in which you “failed to execute” a contract? Note: “Failure to Execute” would apply if the prospective bidder has committed any one of the following: (1) Refusal to pick up, sign, and/or return contract documents; (2) Inability to obtain insurance and/or bond requirements; or (3) Failure to submit required agreement forms (e.g., Project Stabilization Agreement, Prevailing Wages) | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Within the past 36-month period immediately preceding the time-stamped submission date of this questionnaire, has your company been involved in 5 or more of any combination of the following: lawsuits; penalty hearings; arbitrations; writ proceedings; and/or or claims determined to be unfounded or without merit? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Within the past 36-month period immediately preceding the time-stamped submission date of this questionnaire, has your company received 5 or more citations for non-compliance with the Prevailing Wage requirements or a project labor agreement? | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Has your company ever received any citations from the California State Contractors Board (CSLB) for violation of California State License Law dealing with unlicensed contractors, beginning with Section 7000, Division 3? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Within the past 36-month period immediately preceding the time-stamped submission date of this questionnaire, has your company filed five (5) or more Requests for Substitution of Listed Subcontractors that were denied? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Has any performance bond surety <u>ever</u> had to complete or arrange for completion (take-over) of any contract originally awarded to your company? | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Within the past 36-month period immediately preceding the time-stamped submission date of this questionnaire, has your company ever had a contract terminated for cause and/or ever have had your rights to proceed under a contract terminated? | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>► Please list and explain any “Yes” responses with a written evaluation of the details, including names of owners (firms and individuals) of the projects involved, dates of filings, project and contract numbers, court dates and identifying file numbers, and any other information necessary.</p> | | |

Los Angeles Unified School District

Part III: CONTRACTOR REFERENCES

LAUSD, and NON-LAUSD Public Works Contracts

Instructions for Part III

NOTE: If a contractor wants his non-LAUSD experience to be considered as part of his application, the prospective bidder must complete the top sections of the Contractor Performance Evaluation forms, as well as the Safety Evaluation forms for the most current **NON-LAUSD public works contracts completed as a (Level I.) general/prime contractor or (Level II.) “License Type-Specific SPECIALTY CONTRACTORS” who generally function as a subcontractor, but who wish to bid as the prime on formal District contracts, must provide Subcontractor References for contracts of the same size and type they wish to qualify to bid upon, and completed** within the 36-month period immediately preceding the stamped submission date of this questionnaire. Please read the instructions provided below before completion of the Contractor Reference Forms.

1. NON-LAUSD public works contracts: The prospective bidder is responsible for securing Contractor Performance Evaluation forms (see Pages 8-9) **AND** Safety Evaluation forms (see Pages 10-11) for each of two (2) public works projects referenced, which have been **completed** by the public entity representative responsible for the contracts, or for **“License Type-Specific SPECIALTY CONTRACTORS” who wish to bid as the prime on formal district contracts, provide subcontractor reference evaluations completed by the prime or the owner’s representative** responsible for the contract. The **completed** Contractor Performance **AND** Safety Evaluation forms must be included with each prospective bidder’s completed prequalification questionnaire and submitted to the Facilities Construction Contracts office.

2. SCORING:

- a. If a contractor has completed two or more contracts for the LAUSD, the total score from each contract shall be combined and averaged with all other contracts completed by this contractor for the LAUSD within the 36-month period proceeding the date of application for prequalification.
- b. A contractor may also submit contracts completed for owners other than LAUSD. For each non-LAUSD contract submitted, an owner evaluation using this form must be signed by the owner’s appropriate representatives and submitted as part of the prequalification application.
- c. **In no case shall contracts performed outside the LAUSD account for more than one third of the total final averaged score (*Exception stated below).** For example:
 - (1) If a contractor has completed two (2) LAUSD contracts within the last 36 months, the contractor may submit one (1) non-LAUSD contract evaluation.
 - (2) If the contractor has completed four (4) LAUSD contracts within the last 36 months, the contractor may submit two (2) non-LAUSD contract evaluations.
 - (3) If six (6) LAUSD contracts have been completed, three (3) non-LAUSD evaluation, etc ...
- d. The scores from all LAUSD Performance Evaluations for contracts completed within 36 months of the date of application, plus the scores from the eligible number of non-LAUSD contract Performance Evaluations will be averaged to create a total prequalification contractor evaluation score.

***Exception -** If a contractor has completed less than two (2) contracts for the LAUSD, the contractor must submit two (2) owner-signed evaluations using this format from non-LAUSD contracts. These scores, plus any completed LAUSD contract evaluation (if applicable) shall be averaged to create a total prequalification contractor evaluation score.

NOTE: FOR ALL PUBLIC WORKS PROJECTS: The Safety Evaluation form (pages 10-11) will be scored separately as part of the Post-construction SAFETY Evaluation process. If two (2) or more “no” answers are received, the Contractor will fail the Safety portion, and may request a review panel of appointed District staff. Upon final decision of failure, the contractor will not be prequalified, and/or will lose their prequalified status. Prequalification approval will not be restored without a favorable ruling following the Prequalification Review.

1. LAUSD public works contracts: If the prospective bidder wants to be evaluated based on **LAUSD Formal Contracts** only, you must not complete the Contractor Reference Forms (see Page 8-9) or the Safety evaluation form (pages 10-11). **However, you DO need to fill in ONLY the top box of each of the two forms for every LAUSD contract. It is the responsibility of the Facilities Construction Contracts office to obtain the information from authorized District personnel on LAUSD completed contracts to complete the forms.**

IF **COMPLETED** Contractor Performance Evaluation Forms or Safety Evaluation Forms **FOR LAUSD CONTRACTS** are submitted with the Prequalification Questionnaire, **THEY WILL NOT BE CONSIDERED.**

PLEASE BE ADVISED that in some instances, where the District determines that there are substantial performance and/or safety issues with a project, a PRELIMINARY EVALUATION may be conducted during the course of that project PRIOR to its completion, and from that evaluation, appropriate action will be taken.

Los Angeles Unified School District CONTRACTOR PERFORMANCE EVALUATION FORM

Contractor Information		CONTRACTORS: Complete the Contractor Information section and have the non-LAUSD owners complete the other sections. LAUSD staff is responsible for completing evaluations for District projects.
Name of Construction Firm: _____		
Name of Contact Person: _____		
Project Name (School Site): _____		
Check the box next to the description that best describes your project:		
<input type="checkbox"/> new construction	<input type="checkbox"/> a renovation of an existing facility	
<input type="checkbox"/> structural rehabilitation of a structure	<input type="checkbox"/> an addition to an existing facility	
<input type="checkbox"/> specialty (specify) _____	<input type="checkbox"/> a remodel of an existing facility	
Contract Number _____	Project Number _____	
Amount of Contract \$ _____	Date Completed _____	

INSTRUCTIONS

For each of the following questions the designated rater shall score the contractor on a scale of "0" to "10" with a score of "10" being the highest score or shall represent no compliance deficiencies. A score of "0" shall be the lowest score or shall represent complete non-compliance on matters of which you are aware. To pre-qualify, a contractor must have a total pre-qualification contractor evaluation score of 140 or greater. For LAUSD evaluated contracts, if the score on this evaluation equals less than 140 points, each question scored "7" or less shall be documented by written justification for the low mark and the documentation shall be attached to the evaluation. Please be aware – because a lack of documentation restricts the District's ability to determine a contractor to be non-responsible, during a hearing, an undocumented score under "8" shall be considered as an "8." A blank score or "N/A" shall be scored as a "10."

PLEASE BE AWARE - LACK OF DOCUMENTATION WILL RESTORE FULL POINT SCORES.

QUESTIONS 1 THROUGH 9 ARE TO BE COMPLETED BY THE OWNER'S AUTHORIZED REPRESENTATIVE

1. For this contract, did this contractor file claims or request change orders that were unfounded, or without merit? (0-10) _____
2. For this contract, was this contractor assessed penalties for prevailing wage violations or did the contractor have the processing of invoices delayed for failure to submit certified payrolls? (0-10) _____
3. For this contract, was this contractor assessed liquidated damages? (0-10) _____
4. For this contract, did this contractor produce a quality of work, which met the requirements in the Contract Documents? (0-10) _____
5. For this contract, was this contractor reasonable with dealings concerning change orders to include timely submissions of proposals and substantiated costs? (0-10) _____
6. For this contract, did this contractor do everything reasonably possible to expedite the submission and processing of change orders? (0-10) _____
7. For this contract, was this contractor reasonable in his dealings with the end user, therefore minimizing the impacts on day-to-day operations during construction? (0-10) _____
8. For this contract, did this contractor maintain an adequate staff, equipment, and proper supervision? (0-10) _____
9. For this contract, did this contractor attempt to substitute a LISTED Subcontractor to perform work without owner's authorization? (0-10) _____

OWNER'S AUTHORIZED REPRESENTATIVE CERTIFICATION

I understand that the LAUSD has a legitimate interest in the contractor's ability to perform work on public works projects. This reference is to be used solely for the LAUSD prequalification process for public works projects pursuant to California Public Contract Code 20111.5 and as such shall be considered confidential information. I certify that the following evaluation is truthful, made without malice and based on evaluations of the contractor pursuant to California Civil Code 47, subd. (c).

Print Name	Title/Position	
Company/Section/Division		
Signature	Date	Phone Number

CONTRACTOR EVALUATION FORM

(Page 1 of 2)

Name of Construction Firm: _____ **Project Name (School Site)/Contract or Project #:** _____

QUESTIONS 10 THROUGH 14 ARE TO BE COMPLETED BY THE INSPECTOR OF RECORD

- | | |
|--|--------------|
| 10. For this contract, did this contractor produce a quality of work, which met the requirements in the Contract Documents? | (0-10) _____ |
| 11. For this contract, did this contractor do everything reasonably possible to expedite the submission and processing of change orders? | (0-10) _____ |
| 12. For this contract, were all punch list items minor, corrective in nature, and able to be completed within the Administrative Close-out period? | (0-10) _____ |
| 13. For this contract, did this contractor and its subcontractors demonstrate that they understood their obligations under Title 24 of the California Code of Regulations? | (0-10) _____ |
| 14. For this contract, did this contractor do everything reasonable to complete the project on time? | (0-10) _____ |

INSPECTOR OF RECORD CERTIFICATION

I understand that the LAUSD has a legitimate interest in the contractor's ability to perform work on public works projects. This reference is to be used solely for the LAUSD prequalification process for public works projects pursuant to California Public Contract Code 20111.5 and as such shall be considered confidential information. I certify that the following evaluation is truthful, made without malice and based on evaluations of the contractor pursuant to California Civil Code 47, subd. (c).

_____	_____	
Print Name	Title/Position	

Company/Section/Division		
_____	_____	_____
Signature	Date	Phone Number

QUESTIONS 15 THROUGH 18 ARE TO BE COMPLETED BY THE END USER

- | | |
|---|--------------|
| 15. For this contract, did the contractor maintain an adequate staff, equipment, and project supervision? | (0-10) _____ |
| 16. For this contract, did this contractor produce a high quality of work? | (0-10) _____ |
| 17. For this contract, was this contractor reasonable in his dealings with the end user? | (0-10) _____ |
| 18. For this contract, was this contractor reasonable in minimizing the impacts on day-to-day operations? | (0-10) _____ |

END USER CERTIFICATION

I understand that the LAUSD has a legitimate interest in the contractor's ability to perform work on public works projects. This reference is to be used solely for the LAUSD prequalification process for public works projects pursuant to California Public Contract Code 20111.5 and as such shall be considered confidential information. I certify that the following evaluation is truthful, made without malice and based on evaluations of the contractor pursuant to California Civil Code 47, subd. (c).

_____	_____	
Print Name	Title/Position	

Company/Section/Division		
_____	_____	_____
Signature	Date	Phone Number

TOTAL EVALUATION SCORE. _____

CONTRACTOR PERFORMANCE EVALUATION FORM

(Page 2 of 2)

**LOS ANGELES UNIFIED SCHOOL DISTRICT
PUBLIC WORKS SAFETY REFERENCE FORM**

THIS SECTION IS TO BE COMPLETED BY THE CONTRACTOR:

Name of Construction Firm: _____

Name of Contact Person: _____

Project Name (School Site): _____

Check the box next to the description that best describes your project:

- | | |
|---|---|
| <input type="checkbox"/> New construction | <input type="checkbox"/> A renovation of an existing facility |
| <input type="checkbox"/> Structural rehabilitation of an existing structure | <input type="checkbox"/> An addition to an existing facility |
| <input type="checkbox"/> Specialty (specify): _____ | <input type="checkbox"/> A remodel of an existing facility |

Contract Number _____ Project Number _____

Amount of Contract \$ _____ Date Completed _____

INTENT AND PURPOSE:

The intent and purpose of this form is to provide LAUSD Facilities Construction Contracts Unit with information necessary to adequately consider a Contractor's historical safety and loss prevention efforts on public works projects and make an informed determination of the Contractor's eligibility to bid future LAUSD projects. While there is a Safety Prequalification performed on contractors, it does not (and cannot) fully encompass the actual experiences of public works projects with school staff, employees, and agents in their dealings with the Contractor nor does it reflect each occurrence on a given project. Your input is a vital and necessary component of the Prequalification process and your prompt cooperation with this request is appreciated.

The following section is to be completed by the Inspector, Project Manager, Owner's Authorized Representative, Site Administrator, OEH&S, ATU, and/or Public Agency Representative associated with the project.
The Contractor must not complete this section.

INSTRUCTIONS:

Please consider the following statements and phrases, taking into account your experience with this Contractor on this project, and answer each question with a "Y" (yes), "N" (no) or "NA" (not applicable). If you deem yourself unqualified to answer or do not have sufficient information to answer a particular question or if the question does not apply, please enter "NA."

For the purpose of this evaluation, the term "Contractor" shall include the employees and actions of the Contractor itself, as well as the employees and actions of all Subcontractors, vendors, suppliers, delivery service personnel, and service providers operating for the benefit of the Contractor on this project.

Please substantiate any "NO" answers with documentation such as meeting minutes, conversation records, photographs, e-mails, telephone records, written notices, incident reports, letters, etc. and submit documentation with this form to Facilities Construction Contracts.

Please be aware - lack of documentation will nullify negative responses.

DURING THE COURSE OF THIS PROJECT:

Answer

- | | |
|--|--|
| 1. Was this Contractor able to avoid any unexpected disruption or halting of normal school activities due to a safety hazard or unsafe conditions encountered on the site? | |
| 2. Did this Contractor take all adequate precautions with any hazardous materials and clean up all hazardous materials and debris to alleviate any exposure to students, staff, faculty or the general public? | |
| 3. Did this Contractor properly report all injuries or damage occurring on this project? | |
| 4. Did this Contractor provide adequate supervision including an on-site individual responsible for safety, take adequate safety precautions, and respond quickly when public safety issues were identified to guarantee safe conditions for students, staff, faculty, and the general public? | |

Name of Construction Firm: _____ **Project Name (School Site)/Contract or Project #:** _____

	Answer
5. Did this Contractor set up and maintain effective barriers and barricades to separate students, staff, faculty, and the general public from the construction activity including adequate, safe access and exit routes?	
6. Was the Contractor's overall performance on this project regarding the safety of students, staff, faculty, the general public, and the owner's property acceptable?	

SCORING INSTRUCTIONS:

The evaluator must answer each question with "yes" or "no" in the appropriate box. **Please substantiate your "NO" answers with documentation such as meeting minutes, conversation records, photographs, emails, telephone records, written notices, incident reports, letters, etc. and submit the documentation with this form to Facilities Construction Contracts. Lack of documentation will nullify any negative response.**

If two (2) or more documented "no" answers are received, the Contractor will fail the Safety portion and will be subject to a review from a panel of appointed District staff. Upon the final decision of failure, the Contractor will not be prequalified and/or will lose their prequalified status.

I certify under penalty of perjury that this evaluation is truthful, and made without malice.

Print Name: _____ Title / Position: _____

Company/Section/Division: _____

Signature: _____ Date: _____ Phone Number: _____

LAUSD Inspectors,
 Project Managers,
 Construction Managers,
 Owner's Authorized
 Representatives,
 Site Administrators,
 OEH&S,
 ATU

COMPLETE ONLY THE FORMS SUBMITTED TO YOU BY THE FCC OFFICE.

Please complete all necessary information on appropriate Public Works Safety Reference Form(s) and submit to the FCC Office no later than the deadline indicated on the FCC transmittal form (e.g., seven (7) days from receipt).

Public Agencies (other than LAUSD) Inspectors, Project Managers, Construction Managers and/or other Public Agency Representatives

Please complete all necessary information on the Public Works Safety Reference Form(s). Where appropriate, substitute "Owner and its employees/agents" for "students, staff and faculty" and "Owner" for "LAUSD" and "school". Please return to the Contractor associated with the project. Please expedite these forms, as the COMPLETED forms must be included in the Prequalification package when submitted to the Facilities Construction Contracts (FCC) office.

SAMPLE BANK LETTER
NOTE: THIS IS NOT A FORM
 Shown only for reference purposes

TO: Los Angeles Unified School District
 Facilities Construction Contracts
 1545 Wilshire Blvd., Suite 100
 Los Angeles, CA 90017
 Attn: Prequalification

DATE: _____

SUBJECT: ACCOUNT VERIFICATION

RE: _____

TO WHOM IT MAY CONCERN:

The above named customer's records indicate the following:

Account Name: _____

Type of Account: _____

Account Number: _____

Current Balance as of _____ \$ _____

Three Month average Balance: \$ _____

Under Board Rules of the Board of Education pertaining to the construction, alteration and maintenance of School District Facilities, we certify that the above Contractor has been extended an unqualified line of credit not to exceed \$ _____, and that such credit will not be withdrawn or reduced without 30 days written notice to the District.

It is understood that this General Statement of Bank Credit is to be used by the District solely for determining the financial resources of the sole Contractor during the term of his prequalification with the District.

Amount Currently Available On line of Credit: \$ _____

NAME OF BANK	BANK NO. CODE	TELEPHONE
ADDRESS	CITY	STATE
VERIFIED BY	ZIP CODE	
TYPE/PRINT NAME AND TITLE		

Los Angeles Unified School District

Contractor Safety Prequalification Requirements

The **Contractor Safety Prequalification Questionnaire** has been developed to evaluate each Contractor's overall safety performance.

Safety Prequalification Requirements

- A. By submitting this Prequalification Questionnaire to the Los Angeles Unified School District (LAUSD), Contractor requests that it be prequalified to perform work for the District for a period of **one (1) year**.
- B. Submittal of this questionnaire specifically authorizes the District to investigate, or cause investigation of, any and all statements made in this questionnaire and to use the information obtained in such investigation in reviewing and scoring the responses in this questionnaire.
- C. **Prior to** entering into a contract with that Subcontractor **PrimeContractors must safety prequalify all tiers of subcontractors**, using the LAUSD Contractor's Safety Prequalification Questionnaire.
- D. LAUSD OCIP provides Workers Compensation coverage **only** for work on the particular LAUSD project, therefore, Workers Compensation insurance coverage covering all employees and operations of your firm is required. Contractors and all tiers of subcontractors must maintain an Experience Modification Rate (EMR) of no higher than 1.50 (For clarification, please see chart on page 19). **It is the responsibility of the Contractor to ensure that they and their Subcontractors of every tier meet the Safety Prequalification requirements, including an Experience Modification Rate (EMR) of no higher than 1.50. As directed in CA State Assembly Bill 14, Chapter 899, Section 1, Article 60.3, Section 20919.4 (c) (1) (E) (i), Job Order Contracting requires an acceptable safety record. There is no difference in the requirement for JOC bidding. Therefore, if you receive prequalification approval, you are also approved to bid JOCs, within the approved limit.**
- E. An EMR of over 1.50 is an automatic Safety Disqualification. However, prior to a disqualification the District will issue a Letter of Concern indicating the reasons, and may require a Prequalification Administrative Review to discuss the details of why the contractor failed to meet the requirements of the Safety Prequalification. The contractor may be disqualified from bidding on all District contracts, and that prime contractor and all tiers of his subcontractors may be removed from work currently being performed for the District.
- F. If a Contractor fails to meet the District's Safety Prequalification requirement, then they will not be allowed to bid on or be awarded District public works construction projects.

Ongoing Enrollment

- A. Prequalification enrollment is ongoing.
- B. If for any reason a Contractor fails to meet the safety requirements, a waiting period will be imposed before the Contractor can reapply.

Prequalification of Bidders

- A. Contractors are required to answer all questions contained in the Contractor Prequalification questionnaires.
- B. Questions regarding the Contractor Safety Prequalification Questionnaire may be directed to the **LAUSD Facilities Construction Contracts (FCC) office @ 213-207-2300 and then press 4 for the Prequalification Unit. You may submit the Safety Questionnaire to the FCC office via FAX (213) 483-9643 or 483-9644 or you may mail it to: Facilities Construction Contracts, 1545 Wilshire Blvd., Suite 100, Los Angeles, CA 90017.**
- C. Contractors shall certify by their signature that the information contained within these pages is true and correct to the best of their knowledge and that no attempt has been made to purposely give any false, omissive, or misleading information.
- D. The District reserves the right to request any and all documentation necessary to substantiate the Safety Prequalification Questionnaire submissions of the Contractor and of all tiers of Subcontractors used by this Contractor.
- E. The District will apply a uniform system to determine eligibility for bidding based on the Contractor Safety Prequalification Questionnaire.
- F. The questionnaire is not public record and will not be open to public inspection.

Life of Safety Prequalification

- A. Safety Prequalification approval is valid for one (1) year beginning on the first day as indicated on the **NOTICE OF PREQUALIFICATION APPROVAL**.
- B. Contractor records will be retained for a period of eighteen months after which time they may be destroyed.

Removal From Safety Prequalification List

- A. Contractors may be removed from the District's List of Safety Prequalified Contractors for any of the following:
 1. Failure to comply with the LAUSD Safety Standards, California Code of Regulations Title 8, and other referenced regulations.
 2. Submission of an inaccurate, false, or misleading Contractor Safety Prequalification Questionnaire.
 3. Failure to have an effective, written Injury and Illness Prevention Program (IIPP) and an effective, written safety policies and procedures in place.
 4. Failure to respond to safety noncompliance items noted on LAUSD Loss Control Surveys.
 5. Contractor's failure to Safety Prequalify all tiers of Subcontractors.
 6. Adverse claims and/or insurance history of the Contractor or Subcontractors used by this Contractor.
 7. Failure to provide any documentation as requested.
- B. A waiting period will be imposed by LAUSD before a Contractor can reapply for prequalification.

Los Angeles Unified School District

SAFETY QUESTIONNAIRE

CONTRACTORS: Submit the completed Questionnaire to LAUSD's Facilities Construction Contracts (FCC) office.

SUBCONTRACTORS: Submit the completed Questionnaire to your Contractor for evaluation.

Date _____

Contractor's State License _____ Federal EIN / ID # _____

Company Name: _____ LAUSD FCC Vendor Code # _____
(Must be the same as shown on the CSLB License)

Street Address: _____
(PHYSICAL STREET ADDRESS ONLY – P.O. BOX IS NOT ACCEPTABLE)

City: _____ State: _____ Zip Code: _____

Contact Name & Title: _____

Tele: _____ Fax: _____ E-Mail: _____

For statistical information and to comply with **the Board of Education of the City of Los Angeles' adopted (25%) participation goal for Small Business Enterprise (SBE)**, per contract, of the overall dollar amount of funds allocated to the school construction and modernization program, please provide the following information:

Is your firm certified by a public works agency as **(Please check the appropriate box/es:)**
Small Business Enterprise , or Disabled Veterans Business Enterprise ?

► (Certifying Agency) _____
(PLEASE Attach a copy of your Certification from the certifying agency)

Indicate the percentage of Contract Work your company will self-perform. _____%

A. Workers Compensation Insurance - Experience Modification Rate (EMR)

- Please obtain from your insurance agent/broker/carrier your intrastate EMRs for the last three rating periods. If you do not have an intrastate rating, obtain your interstate EMRs. Then, complete the following data and check the appropriate box for interstate or intrastate EMR.

	<u>Policy Year</u>	<u>Modification Rate</u>	<u>Rating Type</u>
Current EMR	_____	_____	[] Intrastate
1 year ago	_____	_____	[] Interstate
2 years ago	_____	_____	

By initialing here, I certify that this firm does not have an EMR*. _____

* *You must submit a copy of your firm's Loss Runs for the last three years if your firm does not have an EMR.*

Is your firm self-insured for Workers Compensation Claims? [] Yes* [] No

* *If yes, please attach a copy of the latest Annual Report to the State of California Dept. of Industrial Relations and/or State of California Certificate of Self-Insurance.*

2. Anniversary Rating Date: _____ Rating Bureau File # _____

3. Name of your firm's Workers' Compensation carrier _____

B. OSHA/Lost Workday Incidence Rates

To answer the following questions, utilize data obtained from your firm’s OSHA 300 “Log and Summary of Occupational Injuries and Illnesses”, or Workers’ Compensation Loss Run (if your company has 10 or fewer employees).

ALL FIRMS HAVE DATA TO REPORT, AND MUST COMPLETE THIS SECTION!

1. Industry Comparison Information. Enter either your SIC or NAICS Code below:

Standard Industry Classification (SIC) Code _____

North American Industry Classification System (NAICS) Code _____

2. What is your company wide OSHA Total Case Incidence Rate* (recordable cases) for the last three years?

	# of Cases	Co. Hours****	Rate
2005			
2004			
2003			

3. What is your company wide Lost Workday Case Incidence Rate** (recordable cases with lost workdays or restricted duty) for the last three years?

	# of Cases	Co. Hours****	Rate
2005			
2004			
2003			

4. What is your company wide number of No Lost Workday Case Incidence Rate*** (recordable cases without lost workdays) for the last three years?

	# of Cases	Co. Hours****	Rate
2005			
2004			
2003			

Information to aid in completing Section B, #2, 3 and 4:

* OSHA Total Case Incidence Rate = $\frac{\text{Total \# of Recordable Cases} \times 200,000}{\text{Company Man-hours}}$

** Lost Workday Case Incidence Rate = $\frac{\# \text{ of Lost Workday Cases} \times 200,000}{\text{Company Man-hours}}$

*** No Lost Workday Case Incidence Rate = $\frac{\# \text{ of No Lost Workday Cases} \times 200,000}{\text{Company Man-hours}}$

**** Co. Hours = Hours worked by all employees on the Company payroll in the applicable calendar year.

- Additional information regarding this section can be found in the LAUSD Safety Resource Guide
- Do not use the number of lost workdays in these three calculations.
- Rates are not a “%”, nor should the number be similar to “0.00024”.
- To verify your calculations for a given year; check you math as follows:
Lost Workday Case Rate + No Lost Workday Case Rate = Total Case Incidence Rate

C. OSHA Citation (Violation) History

Has your company received any “serious”, “willful”, “repeat”, or “failure to abate” OSHA violations (citations) within the past sixty (60) months, beginning immediately prior to submittal of this Questionnaire? This question includes such citations if they have been appealed or contested, but have not yet been resolved. If yes, check “yes” below and submit copies of all citations and descriptions of abatement actions, your company Injury and Illness Prevention Program and Code of Safe Practices, **and** your OSHA 300 Log and Summaries for each of the last three years.

- [] Yes *If yes, list total number of citations (violations) by type per year in the table below.*
 [] No

Year	Serious	Willful	Repeat	Failure to Abate	Total
2005					
2004					
2003					
2002					
2001					
2000					

D. Safety Policies and Procedures (18 Questions)

#	Question	YES	NO	Points
1.	<u>Injury and Illness Prevention Program.</u> Does your company have an effective, written Injury and Illness Prevention Program (IIPP) in accordance with 8CCR §1509 & §3203? [LC §6401.7]	<input type="checkbox"/>	<input type="checkbox"/>	20
2.	Does your company have a safety policy statement endorsed by top management? [LC §6401]	<input type="checkbox"/>	<input type="checkbox"/>	2
3.	Does your on-site safety representative have sufficient authority to implement changes and implement corrective action? [LC §6401.7(a)(7)]	<input type="checkbox"/>	<input type="checkbox"/>	2
4.	Does your company have a disciplinary action program that includes provisions for acting on safety and health issues of your employees (and subcontractors, if applicable), and is the program enforced? [LC §6401.7(a)(6)]	<input type="checkbox"/>	<input type="checkbox"/>	2
5.	Does your company have a safety incentive program effective in reducing occupational injuries and illnesses? [8 CCR §3203(a)(2)]	<input type="checkbox"/>	<input type="checkbox"/>	2
6.	Do your company safety and health policies, procedures, and subcontract agreements address minimum safety requirements in accordance with OSHA and Owner requirements for suppliers, and vendors and subcontractors? [LC §6401.7(h)]	<input type="checkbox"/>	<input type="checkbox"/>	4
7.	Does your company have a comprehensive Hazard Communication Program that (a) details locations for Material Safety Data Sheets (MSDS) and (b) contains provisions for multi-employer job sites? [8 CCR §5194]	<input type="checkbox"/>	<input type="checkbox"/>	10
8.	Do you conduct ongoing job site safety and health inspections, and are the inspection records kept on file and available for review? [LC §6401.7(A)(2)]	<input type="checkbox"/>	<input type="checkbox"/>	12
9.	Are the inspection records and written evidence that safety and health concerns have been reviewed and corrective action taken maintained and available for review? [LC§6401.7(b) and (D)]	<input type="checkbox"/>	<input type="checkbox"/>	4
10.	<u>Safety Reviews/Hazard Analysis.</u> Are all critical (hazardous) job activities identified and Job Safety Analysis’ (JSA, a.k.a. Job Hazard Analysis, or JHA) conducted by your firm (and subcontractors, if applicable)? [LC§6401.7(A)(5)]	<input type="checkbox"/>	<input type="checkbox"/>	2
11.	Are the procedures for critical (hazardous) job activities written and reviewed with all employees (including subcontractor employees)? [LC 6401.7(a)(5)]	<input type="checkbox"/>	<input type="checkbox"/>	2
12.	<u>Accident/Incident Investigation and Analysis.</u> Does your company have a written accident/incident investigation procedure in which: (a) all accidents/incidents (including those of subcontractors, if applicable) are investigated to determine their root cause, and (b) corrective action is taken by site supervision and management, and (c) written investigation and corrective action records are available for review? [8CCR §3203(a)(5) and (b)]	<input type="checkbox"/>	<input type="checkbox"/>	6

#	Question	YES	NO	Points
13.	Are reports completed for “near miss” incidents that might have caused serious injury, property or equipment damage? [LC §6403(b)]	<input type="checkbox"/>	<input type="checkbox"/>	2
14.	<u>Emergency Response.</u> Does your company have a comprehensive written emergency response plan (i.e., fire, toxic spills, bomb threats, natural disasters, crowd and traffic control, and media relations) for job sites; and do all employees (including Subcontractor employees, if applicable) receive project-specific emergency response training? [8 CCR §3220(a) and (e)]	<input type="checkbox"/>	<input type="checkbox"/>	4
15.	<u>Substance Abuse Control Program.</u> Does your company have a written Substance Abuse Program? [LC §6403]	<input type="checkbox"/>	<input type="checkbox"/>	2
16.	Do you require your subcontractors of all tiers to have a Substance Abuse Program? [LC §6403]	<input type="checkbox"/>	<input type="checkbox"/>	2
17.	<u>Employee Training.</u> Does your company ensure that all employees (including subcontractor employees) are trained in accordance with your firm’s written training plan, and (a) are competent to perform the work required, and (b) that job tasks requiring specific training and/or certification are performed by employees having the appropriate training documentation and certificates, and the documentation is maintained and available for review? [LC §6401.7(c) and (d)]	<input type="checkbox"/>	<input type="checkbox"/>	12
18.	Is documentation on file and available for review to verify that training and safety meetings for your firm (and Subcontractors, if applicable) have been completed? [LC §6401.7(c) and 8CCR §1509(e)]	<input type="checkbox"/>	<input type="checkbox"/>	10

Contractor Certification Statement

(Note: The District reserves the right to request any and all documentation necessary to verify responses submitted in Sections A, B, C, and D of this Safety Prequalification Questionnaire.)

I certify that the information contained herein is true and correct to the best of my knowledge and that no attempt has been made to give any false, omissive, or misleading information. I further certify that I shall comply with the safety prequalification for any and all Subcontractors my firm shall employ for any District project and I certify under penalty of perjury under the laws of the State of California that these Subcontractors meet the Safety standards and all other Los Angeles Unified School District requirements prior to contracting with them for use on any District project.

By:

Signature of Authorized Representative

Title of Authorized Representative

Print Name of Authorized Representative

Date Signed

Safety Prequalification Procedures and Scoring Instructions

Background. The Safety Prequalification Questionnaire has been developed to evaluate each Contractor's overall safety performance. The Contractor must qualify in all four sections (Sections A, B, C, and D), as well as Sections E and F if they apply to the Contractor, to receive a Safety Prequalification. **Only Contractors that have a current Safety Prequalification can bid on or receive an award of a District project.**

Contractors are required to safety pre-qualify all tiers of subcontractors using the Safety Prequalification Questionnaire and Scoring Instructions contained in these Safety Standards. Subcontractors must submit all required information to their Contractor for review. Contractors must maintain all related documentation for review upon request by LAUSD or OCIP Safety.

Section A. Request the Contractor's Experience Modification Rate (EMR) for the last three rating periods. Ideally the EMR will show a downward trend. The 1993 reforms of the California Workers' Compensation insurance system require Cal/OSHA to identify California employers in high hazard industries with the highest incidence of preventable occupational injuries and illnesses in accordance with the California Labor Code §6314.1. Cal/OSHA utilizes experience modification data from the WCIRB to identify employers with EMRs at and above **1.25**, and targets these employers for inspections. Based on and in accordance with the California Labor Code, Cal/OSHA regulations, and mandated provisions of Government Code Section 4420.5, the following procedures shall apply:

Current EMR	Action
Below 1.25	<u>Qualified under Section A</u>
1.25-1.50	<p style="text-align: center;"><u>Qualification Pending</u></p> <p>Contractor must submit the following items to FCC Prequalification Safety for review:</p> <ol style="list-style-type: none"> 1. Contractor's written analysis of why the experience modification rate is high. 2. Copy of Contractor's complete OSHA 300 Log and/or Workers' Compensation Loss Runs for each of the past three years. 3. A copy of Contractor's Illness and Injury Prevention Program and Code of Safe Practices. 4. A description of any actions contractor is currently taking to reduce employee workplace injuries, illnesses and Workers' Compensation losses. <p>Evaluate above information and answers to other sections of the Questionnaire.</p>
Above 1.50	Subject to Disqualification Under Section A. A waiting period will be imposed by LAUSD before the Contractor can reapply.
No EMR	Contractor must submit Loss Runs. Any one claim in excess of \$25,000 will result in the Contractor being Subject to Review Under Section A.

		YES	NO
1.	DOES CONTRACTOR'S WRITTEN ANALYSIS OF WHY THE EXPERIENCE MODIFICATION RATE IS HIGH CORRELATE TO THEIR LOSSES AS FOUND ON THE CONTRACTOR'S OSHA 300 LOGS AND/OR WORKERS' COMPENSATION LOSS RUNS?	[]	[]
2.	HAS THE CONTRACTOR SUBMITTED THEIR OSHA 300 LOGS AND/OR WORKERS' COMPENSATION LOSS RUNS FOR THE PAST THREE YEARS?	[]	[]
3.	HAS THE CONTRACTOR SUBMITTED AN INJURY AND ILLNESS PREVENTION PROGRAM ("IIPP") WHICH MEETS THE MINIMUM REQUIREMENTS OF 8CCR3203, AND A COPY OF THEIR CODE OF SAFE PRACTICES?	[]	[]
4.	DOES THE CONTRACTOR'S DESCRIPTION OF ACTIONS CURRENTLY BEING TAKEN TO REDUCE EMPLOYEE INJURIES, ILLNESSES, AND WORKERS' COMPENSATION LOSSES REFLECT CORRECTIVE ACTION FOCUSED ON THE TYPES AND CAUSES OF LOSSES FOUND ON THE CONTRACTOR'S OSHA 300 LOGS AND/OR WORKERS' COMPENSATION LOSS RUNS?	[]	[]

If the Contractor has been requested to provide information as described above, the information will be evaluated as follows:

- ❖ All items must receive a "yes" upon review of the submittal to fulfill the requirements of Section A.
- ❖ Contractors with 10 or fewer employees at all times during the calendar year are not required to maintain the OSHA 300 Log but must provide copies of their Workers' Compensation insurance loss runs.

Section B. Contractors shall also be evaluated on OSHA incident rates compared to the most current data provided by the Annual Survey of Occupational Injuries and Illnesses conducted by the Bureau of Labor Statistics, U.S. Department of Labor ("BLS"). Obtain the contractor's NAICS Code in Section B, #1 to compare the Contractor to the BLS incidence rates for that particular NAICS. Compare the Contractor's "Total Case" rate entered in Section B, #2 with the BLS rate shown in column (#2) **Total Cases**. Compare the contractor's "Lost Work Day Case" rate entered in Section B, question # 3 with the BLS rate shown in column (#3) **Lost Work Day Cases**. Contractor rates should not exceed 150% of the given BLS rate. Contractors with rates exceeding 150% of the BLS rates will be subject to review.

Excerpt from the Annual Survey of Occupational Injuries and Illnesses conducted by the Bureau of Labor Statistics, U.S. Department of Labor (“BLS”)

Construction	#1 - NAICS code	#2 - Total Cases	#3 - Lost Workday Cases	#4 - No Lost Workday Cases
All Construction		6.4	3.4	3
General Construction	23	6.4	3.4	3
Construction of buildings	236	5.6	2.9	2.7
Residential building construction	2361	5.2	2.9	2.3
Nonresidential building construction	2362	6.1	3	3.1
Heavy and civil engineering construction	237	5.9	3.2	2.8
Utility system construction	2371	6	3.2	2.8
Land subdivision	2372	3.6	1.6	2
Highway, street, and bridge construction	2373	6.4	3.4	3.1
Other heavy and civil engineering construction	2379	5.8	3.8	2.1
Specialty trade contractors	238	6.8	3.6	3.2
Foundation, structure, and building exterior contractors	2381	8	4.6	3.4
Poured concrete foundation and structure contractors	23811	6.9	4.1	2.8
Structural steel and pre-cast concrete contractors	23812	10.5	-	4.6
Framing contractors	23813	11.2	6.3	5
Masonry contractors	23814	6.6	3.8	2.7
Glass and glazing contractors	23815	6.7	3.5	3.2
Roofing contractors	23816	8.1	4.9	3.2
Siding contractors	23817	-	5	3.2
Other foundation, structure, and building exterior contractors	23819	5.5	2.8	2.7
Building equipment contractors	2382	6.8	3.3	3.5
Electrical contractors	23821	5.8	2.8	3
Plumbing, heating, and air-conditioning contractors	23822	8.1	3.9	4.2
Other building equipment contractors	23829	4.5	2.5	2
Building finishing contractors	2383	6.4	3.5	2.9
Drywall and insulation contractors	23831	7.5	3.8	3.7
Painting and wall covering contractors	23832	3.6	2.2	1.4
Flooring contractors	23833	6.7	3.9	2.8
Tile and terrazzo contractors	23834	7.4	3.4	-
Finish carpentry contractors	23835	6.9	4.3	2.6
Other building finishing contractors	23839	7.4	4	3.4
Other specialty trade contractors	2389	5.3	3	2.4
Site preparation contractors	23891	5.6	2.8	2.8
All other special trade contractors	23899	5.1	3.2	1.9
Landscape architectural services	54132	2.9	2	0.9
Waste management and remediation services	562	7.6	5.3	2.4

Incidence Rate	Action
Does Not Exceed 150% of Total and Lost Work Day Case Rates	<u>Qualified under Section B</u>
Rate Between 150%-200% of Total and Lost Work Day Rates	<p align="center"><u>Qualification Pending</u></p> <p>Contractor must submit the following items to FCC Prequalification Safety for review:</p> <ol style="list-style-type: none"> Contractor’s written analysis of why the incidence rate is high. Copy of Contactor’s complete OSHA 300 Log and/or Workers’ Compensation Loss Runs for each of the past three years. A copy of Contractor’s Illness and Injury Prevention Program and Code of Safe Practices. A description of any actions contractor is currently taking to reduce workplace injuries and illnesses. <p>Evaluate above information and answers to other sections of the Questionnaire.</p>
Rate Exceeds 200%	<p>Subject to Disqualification under Section B.</p> <p>Contractor must submit information identified above. Greater burden on contractor to obtain safety prequalification. Evaluate above information and answers to other sections of the Questionnaire.</p>

		YES	NO
1.	DOES CONTRACTOR’S WRITTEN ANALYSIS OF WHY THE INCIDENT RATES ARE HIGH CORRELATE TO THEIR LOSSES AS FOUND ON THE CONTRACTOR’S OSHA 300 LOGS AND/OR WORKERS’ COMPENSATION LOSS RUNS?	[]	[]
2.	HAS THE CONTRACTOR SUBMITTED THEIR OSHA 300 LOGS AND/OR WORKERS’ COMPENSATION LOSS	[]	[]

	RUNS FOR THE PAST THREE YEARS?		
3.	HAS THE CONTRACTOR SUBMITTED AN INJURY AND ILLNESS PREVENTION PROGRAM (“IIPP”) WHICH MEETS THE MINIMUM REQUIREMENTS OF 8CCR3203, AND A COPY OF THEIR CODE OF SAFE PRACTICES?	<input type="checkbox"/>	<input type="checkbox"/>
4.	DOES THE CONTRACTOR’S DESCRIPTION OF ACTIONS CURRENTLY BEING TAKEN TO REDUCE EMPLOYEE INJURIES, ILLNESSES, AND WORKERS’ COMPENSATION LOSSES REFLECT CORRECTIVE ACTION FOCUSED ON THE TYPES AND CAUSES OF LOSSES FOUND ON THE CONTRACTOR’S OSHA 300 LOGS AND/OR WORKERS’ COMPENSATION LOSS RUNS?	<input type="checkbox"/>	<input type="checkbox"/>

Sample calculations for use in completing and scoring Section B:

A company has 3 OSHA recordable injuries (3 entries on their OSHA 300 Log for a given year). One case was a lost-workday injury, two cases did not involve lost workdays. The company worked 50,000 hours that year.

The Total Case Incidence Rate is: $(3 \times 200,000) / 50,000 = 12$
The Lost Workday Case Incidence Rate is: $(1 \times 200,000) / 50,000 = 4$
The No Lost Workday Case Incidence Rate is: $(2 \times 200,000) / 50,000 = 8$

A company has 1 OSHA recordable injury with no lost workdays. The company worked 50,000 hours that year.

The Total Case Incidence Rate is: $(1 \times 200,000) / 50,000 = 4$
The Lost Workday Case Incidence Rate is: $(0 \times 200,000) / 50,000 = 0$
The No Lost Workday Case Incidence Rate is: $(1 \times 200,000) / 50,000 = 4$

Section C. OSHA Citation (Violation) History. In accordance with the provisions of Government Code Section 4420.5, evaluation of prospective bidders, including contractors and subcontractors, shall include consideration of the contractor and subcontractors OSHA record in regard to “serious and willful violations of Part 1 (commencing with Section 6300) of Division 5 of the Labor Code”, issued during the past five year period.

<u>Response</u>	<u>Action</u>
“No”	<u>Qualified under Section C</u>
“Yes”	<p>Qualification Pending. Contractor must submit the following items to FCC Prequalification Safety for review:</p> <ol style="list-style-type: none"> 1. Copies of all citations (violations) received in five year period. 2. Description of abatement activities for each citation (violation). 3. Copy of Injury and Illness Prevention Program and Code of Safe Practices. 4. Copy of OSHA 300 Logs and/or Workers’ Compensation Loss Runs for the past three years. <p>Evaluate above information and answers to other sections of the Questionnaire.</p>
Subject to Disqualification Under Section C. Contractor fails to submit required items.	

If the Contractor has answered “No” to having received any citation(s) classified as “serious”, “willful”, “repeat”, or “failure to abate”, and such citations are found during the verification process, the Contractor will not be pre-qualified. A waiting period will be imposed by LAUSD before the Contractor can reapply.

If the Contractor reports, and is found to have citation(s) classified as “willful”, the Contractor will be subject to review in accordance with Section F. Please refer to Section F for further instructions and information.

If the Contractor has been requested to provide information as described above, the information will be evaluated as follows:

- ❖ All items must receive a “yes” upon review of the submittal to fulfill the requirements of Section A.
- ❖ Contractors with 10 or fewer employees at all times during the calendar year are not required to maintain the OSHA 300 Log but **must** provide copies of their Workers’ Compensation insurance loss runs.
- ❖ Contractors may be requested to provide specific sections of their safety program that pertain to the nature of the citations. For example, a contractor with citations for fall protection issues standards may be requested to provide a copy of their Fall Protection Program and related training records.

		YES	NO
1.	HAS THE CONTRACTOR SUBMITTED COPIES OF ALL SERIOUS, WILLFUL, REPEAT, AND FAILURE-TO-ABATE CITATIONS RECEIVED IN THE LAST FIVE YEARS?	<input type="checkbox"/>	<input type="checkbox"/>
2.	HAS THE CONTRACTOR PROVIDED A DESCRIPTION OF ABATEMENT ACTIVITIES FOR EACH CITATION (VIOLATION)? ARE THE ABATEMENT ACTIVITIES CONSISTENT WITH, AND APPROPRIATE FOR THE NATURE OF THE CITATION (VIOLATION)?	<input type="checkbox"/>	<input type="checkbox"/>
3.	HAS THE CONTRACTOR SUBMITTED AN INJURY AND ILLNESS PREVENTION PROGRAM (“IIPP”) WHICH MEETS THE MINIMUM REQUIREMENTS OF 8CCR3203, AND A COPY OF THEIR CODE OF SAFE PRACTICES?	<input type="checkbox"/>	<input type="checkbox"/>
4.	HAS THE CONTRACTOR SUBMITTED THEIR OSHA 300 LOGS AND/OR WORKER’S COMPENSATION LOSS RUNS FOR THE PAST THREE YEARS?	<input type="checkbox"/>	<input type="checkbox"/>

Section D. This section contains eighteen questions requiring a “yes” or “no” answer. Questions are

assigned a weighted value as shown in Section D of the Questionnaire.

Score as shown in Questionnaire: Questions 1 to 19.

Score 0 points: "No" responses and questions not answered.

Add the points for all questions answered "yes". To automatically qualify under Section D, the Contractor must achieve 85 points. A total of 100 points are possible.*

Total Points Action

85-100 Qualified under Section D

70-84 Qualification Subject to Review. Contractor must submit a written response to each item answered "no" on questionnaire describing the reason for noncompliance. Qualification may require evidence of a correction to obtain a "yes" response.

Evaluate above information and answers to other sections of the Questionnaire.

Below 70 Subject to Disqualification under Section D. Contractor must submit information identified above. Greater burden on contractor to obtain Safety Prequalification. Qualification requires evidence of a "yes" response.

Evaluate above information and answers to other sections of the Questionnaire.

*In Section D, items #1, 6, 7, 8, 12, 17, and 18 are required of all contractors, regardless of the how many points are scored in Section D without one or more of these items.

Section E Scoring Instructions:

CONTRACTOR		REVIEW DATE	
REVIEWED BY		LOSS RUN DATA DATE	
REVIEW PERIOD (from / to)		REVIEW PERIOD: the period since the Contractor's prior date of (Safety) Prequalification, or OCIP inception if applicant is seeking initial (Safety) Prequalification.	

- This section pertains to the LAUSD claims history of the Contractor applicant.
- If a Contractor has no prior claims history with LAUSD, this Section does not apply.
- If a Contractor has no claims history to evaluate for a particular item, full credit is given for that item.
- For Contractors who have worked only as a subcontractor in the LAUSD OCIP and are seeking their initial Prequalification, all LAUSD OCIP Workers' Compensation and General Liability claims incurred by the Contractor are to be considered regardless of the date of occurrence.
- Source data for this review is obtained from the LAUSD OCIP Insurance Carrier Loss Runs.

E1: Average Workers' Compensation Claim Value: What is the average value of OCIP Workers' Compensation claims to date for the Contractor and its Subcontractors?

COSTS PAID	\$0.00 – \$4999.99 = 25 points	\$5000.00 - \$9999.99 = 20 points	\$10000.00 - \$24,999.99 = 15 points	\$25,000.00 – \$49,999.99 = 10 points	\$50,000.00 - \$99,999.99 = 5 points	\$100,000 or more = 0 points
TOTAL INCURRED COSTS	\$0.00 – \$4999.99 = 25 points	\$5000.00 - \$9999.99 = 20 points	\$10000.00 - \$24,999.99 = 15 points	\$25,000 – \$49,999 = 10 points	\$50,000.00 - \$99,999.99 = 5 points	\$100,000 or more = 0 points

E2: Average General Liability Claim Value: What is the average value of OCIP General Liability claims to date for the Contractor and its Subcontractors?

COSTS PAID	\$0.00 – \$4999.99 = 25 points	\$5000.00 - \$9999.99 = 20 points	\$10000.00 - \$24,999.99 = 15 points	\$25,000.00 – \$49,999.99 = 10 points	\$50,000.00 - \$99,999.99 = 5 points	\$100,000 or more = 0 points
TOTAL INCURRED COSTS	\$0.00 – \$4999.99 = 25 points	\$5000.00 - \$9999.99 = 20 points	\$10000.00 - \$24,999.99 = 15 points	\$25,000 – \$49,999 = 10 points	\$50,000.00 - \$99,999.99 = 5 points	\$100,000 or more = 0 points

E3: Maximum Workers' Compensation Claim Values: What is the maximum dollar value of any Workers' Compensation claim for the Contractor and its subcontractors since the last date of prequalification or 24 months, whichever is longer?"

COSTS PAID	\$0.00 – \$24,999.99	\$25,000.00 – \$49,999.99	\$50,000.00 – \$74,999.99	\$75,000.00 - \$99,999.99	\$100,000.00 – \$124,999.99	\$125,000.00 or more
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	= 25 points	= 20 points	= 15 points	= 10 points	= 5 points	= 0 points
TOTAL INCURRED COSTS	\$0.00 – \$24,999.99 = 25 points	\$25,000.00 – \$49,999.99 = 20 points	\$50,000.00 – \$74,999.99 = 15 points	\$75,000.00 – \$99,999.99 = 10 points	\$100,000.00 – \$124,999.99 = 5 points	\$125,000.00 or more = 0 points

E4: Maximum General Liability Claim Values: What is the maximum dollar value of any Workers' Compensation claim for the Contractor and its subcontractors since the last date of prequalification or 24 months, whichever is longer?"

COSTS PAID	\$0.00 – \$24,999.99 = 25 points	\$25,000.00 – \$49,999.99 = 20 points	\$50,000.00 – \$74,999.99 = 15 points	\$75,000.00 – \$99,999.99 = 10 points	\$100,000.00 – \$124,999.99 = 5 points	\$125,000.00 or more = 0 points
TOTAL INCURRED COSTS	\$0.00 – \$24,999.99 = 25 points	\$25,000.00 – \$49,999.99 = 20 points	\$50,000.00 – \$74,999.99 = 15 points	\$75,000.00 – \$99,999.99 = 10 points	\$100,000.00 – \$124,999.99 = 5 points	\$125,000.00 or more = 0 points

$$\text{COSTS PAID SCORE} = \frac{\quad}{E1} + \frac{\quad}{E2} + \frac{\quad}{E3} + \frac{\quad}{E4} = \underline{\quad}$$

$$\text{TOTAL INCURRED COST SCORE*} = \frac{\quad}{E1} + \frac{\quad}{E2} + \frac{\quad}{E3} + \frac{\quad}{E4} = \underline{\quad}$$

* **IF THE CONTRACTOR DOES NOT SCORE AT LEAST 70 POINTS BASED ON THE “TOTAL INCURRED COST” SCORE, THE QUESTIONNAIRE SHALL BE REFERRED TO THE MANAGER OF FACILITIES CONSTRUCTION CONTRACTS AND THE FACILITIES RISK MANAGER FOR FURTHER REVIEW AND ACTION.**

Section E Scoring Instructions:

85-100 points Contractor qualified under Section E.

70-84 points Contractor subject to review under Section E.

Section E Review: Request the following items from the Contractor:

- ◆ Injury and Illness Prevention Program and Code of Safe Practices (Section D, #1)
- ◆ Training Records (Section D, #17). This is to include all subcontractors.
- ◆ Safety Meetings (Section D, #18). This is to include all subcontractors.
- ◆ Contractor Safety Representative Qualifications (Section F, #3,4,5).

Section E Review scoring:

20 points	Injury and Illness Prevention Program and Code of Safe Practices (Section D, #1)
10 points*	Training Records (Section D, #17).
10 points*	Safety Meetings (Section D, #18).
<u>8 points</u>	Contractor Safety Representative Qualifications (Section F, #3, 4 and 5)
48 points	

Contractors must score 40 points to qualify under the Section E Review.

* If there are Subcontractors, Contractors must provide representative samples (i.e. – more than one document) for a majority (more than half) of their Subcontractors to receive credit for these items. (The same principle of providing a representative sample for a majority of all subcontractors is used in the Section F review.) (Subcontractors are determined using the Enrolled Contractor List)

0 – 69 points, “COSTS PAID”:

Contractor is subject to review per the provisions of Section F.

0 – 69 POINTS, “TOTAL INCURRED COST”:

Contractor is subject to further review by the Manager of Facilities Construction Contracts and the Facilities Risk Manager.

Contractor may be subject to review per the provisions of Section F, or Contractor may be subject to other actions up to and including disqualification for a time period as determined by LAUSD.

Section E Review Scoring Sheet:

CONTRACTOR: _____ DATE: _____

EVALUATED BY: _____

This contractor was subject to review under the terms of Section E.

REVIEW PERIOD: ____ - ____ - _____ to ____ - ____ - _____

	Points possible	Points received
IIPP and Code of Safe Practices	20	
Training Records	10	
Safety Meetings	10	
Safety Representative	8	
Total	48	

Section F. This Section applies to those Contractors who (1) did not accurately report information in Section A or Section C, (2) Contractors with “willful” citations in Section C, or (3) Contractors who did not qualify in Section E. All items must receive a “Yes” answer to qualify.

		YES	NO
Item 1:	Did the Contractor provide documentation as requested for the “Yes” answers in Section D, and achieve a score of 85 points or more?	<input type="checkbox"/>	<input type="checkbox"/>
Item 2:	Did the Contractor provide accurate and current evidence of Safety Prequalification for a majority of all known Subcontractors in accordance with the requirements of the LAUSD OCIP Insurance Manual and Safety Standards?	<input type="checkbox"/>	<input type="checkbox"/>
Item 3:	Did the Contractor provide the name(s) of their Safety Representative(s)?	<input type="checkbox"/>	<input type="checkbox"/>
Item 4:	Did the Contractor provide evidence of OSHA 10 or 30-Hour Construction Outreach Training for each of their Safety Representatives?	<input type="checkbox"/>	<input type="checkbox"/>
Item 5:	Did the Contractor provide evidence of current and recognized First Aid and CPR training for each of their Safety Representatives?	<input type="checkbox"/>	<input type="checkbox"/>

If the Contractor fails to qualify in Section F, a waiting period will be imposed by LAUSD before the Contractor can reapply.

Scoring of the Safety Prequalification Questionnaire:

Contractors must qualify under each Section (A through F) to obtain Safety Prequalification status.

Section	Description	Circle One:
A	Workers’ Compensation Insurance	Qualified / Not Qualified
B	OSHA / Lost Workday Incidence Rates	Qualified / Not Qualified
C	OSHA Citation (Violation) History	Qualified / Not Qualified
D	Safety Policies and Procedures	Qualified / Not Qualified
E	LAUSD Safety and Loss History	Qualified / Not Qualified / Not Applicable
F	Contractor Audit Review	Qualified / Not Qualified / Not Applicable

DOCUMENT 00900

ADDENDA

GENERAL

1.01 The following sets forth the format for issued Addenda.

ADDENDUM NO. 1, May 26, 2006

RE: Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification

FROM: OWNER: LOS ANGELES UNIFIED SCHOOL DISTRICT
FACILITIES CONSTRUCTION CONTRACTS
ADAMS PLAZA
1545 Wilshire Boulevard, Suite 100
Los Angeles, CA 90017

TO: ALL PROSPECTIVE BIDDERS:

This Addendum forms a part of the Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification Contract Documents and modifies the Fire Alarm Project Specific Prequalification dated May 11, 2006, as noted below.

The Addendum consists of 2 pages.

- A. CHANGES TO PRIOR ADDENDUM: None
- B. CHANGES TO BIDDING QUALIFICATIONS: None
- D. CHANGES TO CONDITIONS OF THE RFQ: None
- E. Clarification or any other notice of a change in (RFQ) For the Fire Alarm Project Specific Prequalification will be issued only by the OWNER office of Facilities Construction Contracts and only in the form of a written Addendum, transmitted by e-mail to all (RFQ) recipients who are known by the issuing office. Any other purported Addenda are void and unenforceable.

Question: The schedule in the RFQ states "Currently Prequalified for Formal Contracts contractors must submit by May 30, 2006" does this mean up to 4:00 p.m. on May 30, 2006, or since May 29th is a Holiday they must be submitted on Friday, May 26th to be classified as by May 30th?

Response: Project Specific Prequalification Questionnaire for formal contracts contractors must be submitted by May 30, 2006, by 3:00 p.m., as stated on Page 5, Section II – Prequalification Process Overview, Procedure for Part I – RFQ, Item 3.

Question: The documents reference a C-7 license for the fire alarm subcontractor, California state law requires a C-10 license for fire alarm, C-7 is a lesser classification. Does C-10 license meet the requirements for both prime and subcontractors for this scope of work? Is it required for both?

Response: The documents state that the subcontractors shall hold a C-7 license in the State of California.

Only subcontractors listed by the prime contractor on Appendix A: Fire Alarm Project Specific Prequalification Questionnaire, Subcontractor Information Form, will be used to do the low voltage scope of work if the prime contractor does not self perform the low voltage work.

Additional subcontractors must be requested by way of a supplemental submittal prior to submission of a bid, submission of non-prequalified subcontractors may cause a bid to be deemed non-responsive, but all subcontractors used must be on the current approved list. Therefore, be sure to list all possible subcontractors on the subcontractor Information Form (Refer to Page 11 of the (RFQ). Naming a subcontractor does not obligate the use of that subcontractor on any given bid.

A C-10 license meets the requirements to perform the fire alarm (C-10) and low voltage (C-7) work.

Question: On the Project Information Form can both categories 1 and 2 be checked on the same form to meet the requirements using the same project for both categories?

Response: Yes

Note: Part 1 – Prequalification of Contractors through this RFQ process, leading to listing of those qualified by LAUSD and invited to participate in Part 2. This project type specific prequalification has an open application period (Refer to Page 4, Section 1: Introduction, “B” Process).

END OF ADDENDUM NO. 1

DOCUMENT 00900

ADDENDA

GENERAL

1.01 The following sets forth the format for issued Addenda.

ADDENDUM NO. 2, June 12, 2006

RE: Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification

FROM: OWNER: LOS ANGELES UNIFIED SCHOOL DISTRICT
FACILITIES CONSTRUCTION CONTRACTS
ADAMS PLAZA
1545 Wilshire Boulevard, Suite 100
Los Angeles, CA 90017

TO: ALL PROSPECTIVE BIDDERS:

This Addendum forms a part of the Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification Contract Documents and modifies the Fire Alarm Project Specific Prequalification dated May 11, 2006, as noted below.

The Addendum consists of 1 pages.

- A. CHANGES TO PRIOR ADDENDUM: None
- B. CHANGES TO BIDDING QUALIFICATIONS : None
- D. CHANGES TO CONDITIONS OF THE RFQ: None
- E. Clarification or any other notice of a change in (RFQ) For the Fire Alarm Project Specific Prequalification will be issued only by the OWNER office of Facilities Construction Contracts and only in the form of a written Addendum, transmitted by e-mail to all (RFQ) recipients who are known by the issuing office. Any other purported Addenda are void and unenforceable.

Question: If we are bidding as a **General Contractor** with a B and a C10 license performing only the ruff electrical (conduits and wire ways installations) in-house and subbing out the low voltage (wiring and devise installation) to one of the LAUSD approved fire alarm contractors, do we still need to meet the above requirements? Also we are currently involved on 5 fire alarm projects for LAUSD but they are not complete, do they count at all towards our prequalifications?

Response: On Page 7 of the Fire Alarm RFQ, Article A, item a. says that the "prime contractor shall have **successfully completed** 5 fire alarm projects in the last 5 years, and have been in business of installing fire alarm systems of one of the manufacturers listed below for at least 5 years" In order for a contractor to meet the Fire Alarm Project Specific Prequalification Requirements and to be placed on the List of Approved Fire Alarm Contractors, they must meet the criteria established in the "Request for Qualification (RFQ) For the Fire Alarm Project Specific Prequalification" dated May 11, 2006 and must submit a completed Fire Alarm Project Specific Prequalification Questionnaire. Absolutely no bids will be accepted on Fire Alarm projects advertised after June 15, 2006 without approval by this project type specific prequalification.

END OF ADDENDUM NO. 2

ADDENDA

GENERAL

1.01 The following sets forth the format for issued Addenda.

REVISION OF ADDENDUM NO. 3, (Dated June 28, 2006)

RE: Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification

FROM: OWNER: LOS ANGELES UNIFIED SCHOOL DISTRICT
FACILITIES CONSTRUCTION CONTRACTS
ADAMS PLAZA
1545 Wilshire Boulevard, Suite 100
Los Angeles, CA 90017

TO: ALL PROSPECTIVE BIDDERS:

This Addendum forms a part of the Request for Qualifications (RFQ) for the Fire Alarm Project Specific Prequalification Contract Documents and modifies the Fire Alarm Project Specific Prequalification dated May 11, 2006, as noted below.

The Addendum consists of 1 pages.

- A. CHANGES TO PRIOR ADDENDUM: Revision of Addendum No. 3, (Dated June 28, 2006)
- B. CHANGES TO BIDDING QUALIFICATIONS: None
- D. CHANGES TO CONDITIONS OF THE RFQ: Since there has not been a sufficient number of RFQs submitted to establish the Fire Alarm Projects Eligible Bidders List, the RFQ is changed to eliminate the submittal deadlines, thereby allowing submittal of the RFQ on an on-going basis. If the project specific approval has not been received at the time of bidding on currently advertised projects, the bid will be accepted contingent upon achieving approval of the project specific requirements prior to award of a Fire Alarm Project for which a contractor is deemed to be the lowest responsive and responsible bidder. Therefore, wording as stated on Page 3, General Information, A. Project, is changed as follows: "This project specific prequalification has an open application period while there are fire alarm projects of this type to be offered by the District. In order for bidders to apply for Fire Alarm Project Specific Prequalification, you first must have been prequalified by the District for competitively bid formal construction contracts. Approval for this project type specific prequalification must be received prior to the award of any Fire Alarm projects advertised after June 15, 2006, for which a bidder is deemed to be the lowest responsive and responsible bidder."

END OF ADDENDUM NO. 3

ADDENDA

GENERAL

1.01 The following sets forth the format for issued Addenda.

ADDENDUM NO. 4, (Dated July 5, 2006)

RE: Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification

FROM: OWNER: LOS ANGELES UNIFIED SCHOOL DISTRICT
FACILITIES CONSTRUCTION CONTRACTS
ADAMS PLAZA
1545 Wilshire Boulevard, Suite 100
Los Angeles, CA 90017

TO: ALL PROSPECTIVE BIDDERS:

This Addendum forms a part of the Request for Qualifications (RFQ) for the Fire Alarm Project Specific Prequalification Contract Documents and modifies the Fire Alarm Project Specific Prequalification dated May 11, 2006, as noted below.

The Addendum consists of 1 pages.

- A. CHANGES TO PRIOR ADDENDUM: None
- B. CHANGES TO BIDDING QUALIFICATIONS: None
- C. CHANGES TO CONDITIONS OF THE RFQ: Per Addendum No. 3 (Revised July 5, 2006)
- D. Clarification or any other notice of a change in (RFQ) For the Fire Alarm Project Specific Prequalification will be issued only by the OWNER office of Facilities Construction Contracts and only in the form of a written Addendum, transmitted by e-mail to all (RFQ) recipients who are known by the issuing office. Any other purported Addenda are void and unenforceable:

Question: Are you saying that no one except prequalified fire alarm contractors can bid any portion of any job with fire alarm? Are you looking to prequalify the contractors who will do the Fire Alarm scope of work on any given project? Does the district want other fire alarm "Scope Of Work" contractors as designated in section 16715 to pre-qualify, or does the district expect every prime bidder to prequalify regardless of whether or not they are performing the fire alarm scope of work?

Response: This RFQ is exclusively for Fire Alarm projects advertised after June 15, 2006. If bidding on the Fire Alarm Projects advertised after June 15, then you must meet the requirements of the RFQ. Fire Alarm Projects advertised prior to June 15th, and other contracts which include fire alarm as part of the scope of work do not fall under the requirements of this RFQ.

END OF ADDENDUM NO. 4

ADDENDA

GENERAL

1.01 The following sets forth the format for issued Addenda.

ADDENDUM NO. 5, (Dated July 11, 2006)

RE: Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification

FROM: OWNER: LOS ANGELES UNIFIED SCHOOL DISTRICT
FACILITIES CONSTRUCTION CONTRACTS
ADAMS PLAZA
1545 Wilshire Boulevard, Suite 100
Los Angeles, CA 90017

TO: ALL PROSPECTIVE BIDDERS:

This Addendum forms a part of the Request for Qualifications (RFQ) for the Fire Alarm Project Specific Prequalification Contract Documents and modifies the Fire Alarm Project Specific Prequalification dated May 11, 2006, as noted below.

The Addendum consists of 1 pages.

- A. CHANGES TO PRIOR ADDENDUM: None
- B. CHANGES TO BIDDING QUALIFICATIONS: Stated on Page 7, SECTION III: PREQUALIFICATION REQUIREMENTS, item LICENSE. "Prime contractors shall hold a C 10 license in the State of California." **License type requirement is changed from C-10 only to B & C-10.**
- C. CHANGES TO CONDITIONS OF THE RFQ: Per Addendum No. 3 (Revised July 5, 2006)
- D. Clarification or any other notice of a change in (RFQ) For the Fire Alarm Project Specific Prequalification will be issued only by the OWNER office of Facilities Construction Contracts and only in the form of a written Addendum, transmitted by e-mail to all (RFQ) recipients who are known by the issuing office. Any other purported Addenda are void and unenforceable:

Question: In the RFQ on page 7, it indicates C-10, however, for Fire Alarm Projects currently advertised, it indicates B or C-10. In order to pre-qualify and bid as a general contractor, do we need a license B or C-10 for the fire alarm projects?

Response: Stated above in CHANGES TO BIDDING QUALIFICATIONS: **License type requirement is changed from C-10 only to B & C-10.**

END OF ADDENDUM NO. 5

DOCUMENT 00900

ADDENDA

GENERAL

1.01 The following sets forth the format for issued Addenda.

ADDENDUM NO. 6, (Dated July 21, 2006)

RE: Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification

FROM: OWNER: LOS ANGELES UNIFIED SCHOOL DISTRICT
FACILITIES CONSTRUCTION CONTRACTS
ADAMS PLAZA
1545 Wilshire Boulevard, Suite 100
Los Angeles, CA 90017

TO: ALL PROSPECTIVE BIDDERS:

This Addendum forms a part of the Request for Qualifications (RFQ) for the Fire Alarm Project Specific Prequalification Contract Documents and modifies the Fire Alarm Project Specific Prequalification dated May 11, 2006, as noted below.

The Addendum consists of 2 pages.

- A. **CHANGES TO PRIOR ADDENDUM:** (ADDENDUM NO. 5, (Dated July 11, 2006) *Prime contractors shall hold a B and C 10 license in the State of California.*) **Changed to - Prime contractors shall hold a C 10 license in the State of California.**
- B. **CHANGES TO BIDDING QUALIFICATIONS:** Stated on Page 7, SECTION III: PREQUALIFICATION REQUIREMENTS, item LICENSE. **Prime contractors shall hold a C 10 license in the State of California.**
- C. **CHANGES TO CONDITIONS OF THE RFQ:** **Page 3, GENERAL INFORMATION, Item C. Responses Due: Currently States:** *“Absolutely no bids will be accepted on Fire Alarm projects advertised after June 15, 2006 without approval by this project specific prequalification.”* **CHANGE: In order to pre-qualify and bid as a prime contractor on Fire Alarm projects advertised on or after August 14, 2006, contractors are required to hold a C-10 license type with the California State License Board (CSLB).**
- D. Clarification or any other notice of a change in (RFQ) For the Fire Alarm Project Specific Prequalification will be issued only by the OWNER office of Facilities Construction Contracts and only in the form of a written Addendum, transmitted by e-mail to all (RFQ) recipients who are known by the issuing office. Any other purported Addenda are void and unenforceable:

Question: In the RFQ on page 7, it indicates C-10 license type is required. However, for Fire Alarm Projects currently advertised, it requires B or C-10. In order to pre-qualify and bid as a general contractor, do we need a license B or C-10 for the fire alarm projects?

Response: Stated above in CHANGES TO BIDDING QUALIFICATIONS: "Prime contractors shall hold a C 10 license in the State of California."

Question: RFQ Addendum #5 states that the district will allow the contractors to bid the projects but will not award the projects to the contractors until they get qualified. Is there a time limit for the General contractor to qualify after being a low bidder?

Response: In order to submit a bid on any Fire Alarm project advertised on or after August 14, 2006 Contractors must be prequalified via this RFQ.

Question: Does the District keep the Bid Bond if the Contractor fails to qualify?

Response: The District requires all prospective bidders to be prequalified via this RFQ prior to bid submittal.

END OF ADDENDUM NO. 6

DOCUMENT 00900

ADDENDA

GENERAL

1.01 The following sets forth the format for issued Addenda.

ADDENDUM NO. 7, (Dated October 2, 2006)

RE: Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification

FROM: OWNER: LOS ANGELES UNIFIED SCHOOL DISTRICT
FACILITIES CONSTRUCTION CONTRACTS
ADAMS PLAZA
1545 Wilshire Boulevard, Suite 100
Los Angeles, CA 90017

TO: ALL PROSPECTIVE BIDDERS:

This Addendum forms a part of the Request for Qualifications (RFQ) for the Fire Alarm Project Specific Prequalification Contract Documents and modifies the Fire Alarm Project Specific Prequalification dated May 11, 2006, as noted below.

The Addendum consists of 2 pages.

- A. **CHANGES TO PRIOR ADDENDUM: (ADDENDUM NO. 6, (Dated July 21, 2006) *Prime contractors shall hold a C 10 license in the State of California.*) **Changed to - Prime contractors shall hold a C 10 license in the State of California. Additionally, the District will consider prime contractors with B licenses who submit and receive approval of their qualifying team, including C 7 and or C 10 subcontractors who qualify under the specific equipment certification requirements of this Fire Alarm RFQ as long as that qualified subcontractor is listed as part of the Fire Alarm bids.****

- B. **CHANGES TO BIDDING QUALIFICATIONS: Stated on Page 7, SECTION III: PREQUALIFICATION REQUIREMENTS, item LICENSE. **Prime contractors shall hold a C 10 license in the State of California. Additionally, the District will consider prime contractors with B licenses who submit and receive approval of their qualifying team, including C 7 and or C 10 subcontractors who qualify under the specific equipment certification requirements of this Fire Alarm RFQ as long as that qualified subcontractor is listed as part of the Fire Alarm bids.****

- C. **CHANGES TO CONDITIONS OF THE RFQ: **Page 3, GENERAL INFORMATION, Item C. Responses Due: Currently States: “Absolutely no bids will be accepted on Fire Alarm projects advertised after June 15, 2006 without approval by this project specific****

prequalification.” **CHANGE: In order to pre-qualify and bid as a prime contractor on Fire Alarm projects advertised on or after August 14, 2006, contractors are required to hold a C-10 license type with the California State License Board (CSLB). Additionally, the District will consider prime contractors with B licenses who submit and receive approval of their qualifying team, including C 7 and or C 10 subcontractors who qualify under the specific equipment certification requirements of this Fire Alarm RFQ as long as that qualified subcontractor is listed as part of the Fire Alarm bids.**

- D. Clarification or any other notice of a change in (RFQ) For the Fire Alarm Project Specific Prequalification will be issued only by the OWNER office of Facilities Construction Contracts and only in the form of a written Addendum, transmitted by e-mail to all (RFQ) recipients who are known by the issuing office. Any other purported Addenda are void and unenforceable:

The following is intended as clarification of the qualifying experience: Stated on page 10:
APPENDIX A: FIRE ALARM PROJECT SPECIFIC PREQUALIFICATION QUESTIONNAIRE

2. PROJECT INFORMATION FORM (**Complete one form for each project submitted**)

This project is submitted for the following indicated Category (**indicate by checking 1 or 2**):

1. ___ **Installer shall have successfully completed at least 5 projects** of equal scope in the past 5 years, and have been **in business of installing Fire Alarms of this type for at least 5 years.**

2. ___ **Certifications:** Contractor shall be a factory certified installer for the proposed system **and shall provide documentation.** Submit certification from one or more of the following equipment manufacturers: Notifier, Edwards Systems Technology, Johnson Controls, or SimplexGrinnell, or an equivalent system, indicating the contractor is a certified installer of the product. **Systems submitted that are not on this approved list must be approved** by the District **prior to Prequalification approval** being granted.

END OF ADDENDUM NO. 7

DOCUMENT 00900

ADDENDA

GENERAL

1.01 The following sets forth the format for issued Addenda.

ADDENDUM NO. 8, (Dated January 24, 2007)

RE: Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification

FROM: OWNER: LOS ANGELES UNIFIED SCHOOL DISTRICT
FACILITIES CONSTRUCTION CONTRACTS
ADAMS PLAZA
1545 Wilshire Boulevard, Suite 100
Los Angeles, CA 90017

TO: ALL PROSPECTIVE BIDDERS:

This Addendum forms a part of the Request for Qualifications (RFQ) for the Fire Alarm Project Specific Prequalification Contract Documents and modifies the Fire Alarm Project Specific Prequalification dated May 11, 2006, as noted below.

The Addendum consists of 2 pages.

A. CHANGES TO PRIOR ADDENDUM: Stated on page 10: APPENDIX A: FIRE ALARM PROJECT SPECIFIC PREQUALIFICATION QUESTIONNAIRE, 2. PROJECT INFORMATION FORM (COMPLETE ONE FORM FOR EACH PROJECT SUBMITTED)

This project is submitted for the following indicated Category (indicate by checking 1 or 2):

1. ___ Installer shall have successfully completed at least 5 projects of equal scope in the past 5 years, and have been in business of installing Fire Alarms of this type for at least 5 years.

2. ___ Certifications: Contractor shall be a factory certified installer for the proposed system and shall provide documentation. Submit certification from one or more of the following equipment manufacturers: Notifier, Edwards Systems Technology, Johnson Controls, SimplexGrinnell, **Gamewell/Honeywell (FCI)**, or an equivalent system, indicating the contractor is a certified installer of the product. **Systems submitted that are not on this approved list must be approved by the District prior to Prequalification approval** being granted.

B. CHANGES TO BIDDING QUALIFICATIONS: Stated on Page 7, SECTION III: PREQUALIFICATION REQUIREMENTS, item SPECIFIC EXPERIENCE, C. Certifications:

ADDENDUM NO. 8
REQUEST FOR CLARIFICATION (RFQ)
FIRE ALARM PROJECT SPECIFIC PREQUALIFICATION

REVISED 01/24/07
ADDENDA
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Contractor shall be a factory certified installer for the proposed system and shall provide documentation. Submit certification from one of the following equipment manufacturers: Notifier, Edwards Systems Technology, Johnson Controls, SimplexGrinnell, **Gamewell/Honeywell (FCI)**, or an equivalent system, indicating the contractor is a certified installer of the product. Systems submitted that are not on this approved list must be approved by the District prior to Prequalification approval being granted.

- C. **CHANGES TO CONDITIONS OF THE RFQ: Add Gamewell/ Honeywell (FCI) system to the list of fire alarm equipment approved by the Los Angeles Unified School District.**
- D. Clarification or any other notice of a change in (RFQ) For the Fire Alarm Project Specific Prequalification will be issued only by the OWNER office of Facilities Construction Contracts and only in the form of a written Addendum, transmitted by e-mail to all (RFQ) recipients who are known by the issuing office. Any other purported Addenda are void and unenforceable:

The following is intended as clarification of the qualifying team members: Whenever primes wish to list a subcontractor on a fire alarm bid that has not been approved as his fire alarm team member, primes must request to add that subcontractor to their list of approved fire alarm team members, **even if a particular subcontractor has been approved for another fire alarm approved prime**. In other words, you need to request to add them to YOUR own list of approved team members. Send requests by fax to Susan Mansion (213) 483-9643.

Additionally, please be sure to list ANY subcontractors that you may plan to list on your fire alarm bids, including those who would be doing the scope of work for other electrical, abatement, painting, etc. It is better to add them to your list and not use them, than to list them on you bids prior to their approval, thereby delaying award of that contract.

END OF ADDENDUM NO. 8

ADDENDA

GENERAL

1.01 The following sets forth the format for issued Addenda.

ADDENDUM NO. 9, (Dated May 11, 2007)

RE: Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification

FROM: OWNER: LOS ANGELES UNIFIED SCHOOL DISTRICT
FACILITIES CONSTRUCTION CONTRACTS
ADAMS PLAZA
1545 Wilshire Boulevard, Suite 100
Los Angeles, CA 90017

TO: ALL PROSPECTIVE BIDDERS:

This Addendum forms a part of the Request for Qualifications (RFQ) for the Fire Alarm Project Specific Prequalification Contract Documents and modifies the Fire Alarm Project Specific Prequalification dated May 11, 2006, as noted below.

The Addendum consists of 1 page.

A. CHANGES TO PRIOR ADDENDUM: **NONE**

B. CHANGES TO BIDDING QUALIFICATIONS: **NONE**

C. CHANGES TO CONDITIONS OF THE RFQ: **NONE**

D. Clarification or any other notice of a change in (RFQ) For the Fire Alarm Project Specific Prequalification will be issued only by the OWNER office of Facilities Construction Contracts and only in the form of a written Addendum, transmitted by e-mail to all (RFQ) recipients who are known by the issuing office. Any other purported Addenda are void and unenforceable:

Question: Has an addendum been issued to add Siemens Building Technologies, Inc as an approved manufacturer of fire alarm equipment to be used in these projects?

Response: Stated in Specifications, SECTION 16715 (rev. 2/13/07), FIRE ALARM SYSTEMS, PART 2 – PRODUCTS, 2.01 ACCEPTABLE MANUFACTURERS, A. Fire alarm equipment shall be standard products of the Notifier Co. ONIX Series or an approved equivalent system by Edwards Systems Technology Model EST-3, Siemens Building Technologies, Inc. XLS Series Simplex Grinnell Model 4100U, Johnson Controls Models IFC-640, IFC-3030, or Gamewell-FCI Model E3 Series. Catalog and model numbers listed are intended to establish type and quality of equipment and system design as well as operating features required. Deviations from intended functions of specified system are not permitted. Equipment shall not be ordered or installed until such equipment has been reviewed and approved by the Architect.

END OF ADDENDUM NO. 9

DOCUMENT 00900

ADDENDA

GENERAL

1.01 The following sets forth the format for issued Addenda.

ADDENDUM NO. 10, Dated November 20, 2008

RE: Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification

FROM: OWNER: LOS ANGELES UNIFIED SCHOOL DISTRICT
FACILITIES CONSTRUCTION CONTRACTS
ADAMS PLAZA
1545 Wilshire Boulevard, Suite 100
Los Angeles, CA 90017

TO: ALL PROSPECTIVE BIDDERS:

This Addendum forms a part of the Request for Qualifications (RFQ) for the Fire Alarm Project Specific Prequalification Contract Documents and modifies the Fire Alarm Project Specific Prequalification dated May 11, 2006, as noted below.

The Addendum consists of 3 pages.

A. CHANGES TO PRIOR ADDENDUM: **NONE**

B. CHANGES TO BIDDING QUALIFICATIONS: **NONE**

C. CHANGES TO CONDITIONS OF THE RFQ: **Subcontractors in certain specialties must be submitted and approved for use by the prime contractor prior their inclusion in a bid. The specialties included are: Electrical (C-10), Low Voltage (C-7), Fire Protection (C-16) and Elevator (C-11). These team members must be approved at least one day prior to their inclusion in a bid.**

D. Clarification or any other notice of a change in (RFQ) For the Fire Alarm Project-Specific Prequalification will be issued only by the OWNER office of Facilities Construction Contracts and only in the form of a written Addendum, transmitted by e-mail to all (RFQ) recipients who are known by the issuing office. Any other purported Addenda are void and unenforceable:

The following is intended as clarification of the qualifying team members: Only C-10, C-7, C-16 or C-11 subcontractors listed and approved by this Fire Alarm Project-Specific prequalification may be used. Additional subcontractors must be requested by way of a supplemental submittal, and approved by the District **at least one day prior to their inclusion in a bid. Inclusion of a non-approved Subcontractor on a bid may cause the bid to be deemed non-responsive**, as any C-10, C-7, C-16 or C-11 subcontractor used must be on the current list of approved fire alarm team

members. Therefore, be sure to submit any possible C-10, C-7, C-16 or C-11 subcontractor on the Subcontractor Information Form at least one day prior to listing the subcontractor on a bid. Including a subcontractor as a team member for this RFQ does not obligate the use of that subcontractor on any given bid. To add a subcontractor to your team, requests must be sent to the FCC Prequalification Unit at (213) 483-9643 (fax).

Certification for additional equipment manufacturers, whether for the contractor or a subcontractor, must be submitted with five references, showing five years' experience, using the Project Information Form (see Appendix A, Section 2). **Certification must be approved prior to bidding on a project using the equipment of the manufacturer.**

APPENDIX A: FIRE ALARM PROJECT SPECIFIC PREQUALIFICATION QUESTIONNAIRE

3. SUBCONTRACTOR INFORMATION FORM (This page may be copied as needed.)

a. Subcontractors in the following specialties must be specified as team members for this RFQ: Electrical (C-10), Low Voltage (C-7), Fire Protection (C-16) and Elevator (C-11). Only subcontractors listed and approved by this Fire Alarm Project Specific prequalification may be used. Additional subcontractors must be requested by way of a supplemental submittal, and approved by the District at least one day prior to submission of a bid. Submission of non-prequalified Subcontractors may cause a bid to be deemed non-responsive, but any C-10, C-7, C-16 or C-11 subcontractor used must be on the current list of approved fire alarm team members. Therefore, be sure to list all possible subcontractors for these license classifications on the Subcontractor Information Form. Including a subcontractor as a team member for this RFQ does not obligate the use of that subcontractor on any given bid.

Subcontractor Company Name: _____
Street Address: _____
City, State, ZIP _____
CSLB License #: _____ License Type/s: _____
Representative: _____ Tel: _____
Fax: _____ Email: _____

Subcontractor Company Name: _____
Street Address: _____
City, State, ZIP _____
CSLB License #: _____ License Type/s: _____
Representative: _____ Tel: _____
Fax: _____ Email: _____

Subcontractor Company Name: _____
Street Address: _____
City, State, ZIP _____
CSLB License #: _____ License Type/s: _____
Representative: _____ Tel: _____
Fax: _____ Email: _____

END OF ADDENDUM NO. 10

ADDENDA

GENERAL

1.01 The following sets forth the format for issued Addenda.

ADDENDUM NO. 11, Dated February 26, 2009

RE: Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification

FROM: OWNER: LOS ANGELES UNIFIED SCHOOL DISTRICT
FACILITIES CONSTRUCTION CONTRACTS (FCC)
ADAMS PLAZA
1545 Wilshire Boulevard, Suite 100, Los Angeles, CA 90017

TO: FIRE ALARM CONTRACTORS / PROSPECTIVE BIDDERS:

PLEASE READ THIS ADDENDUM IN ITS ENTIRETY.

This Addendum forms a part of the Request for Qualifications (RFQ) for the Fire Alarm Project Specific Prequalification Contract Documents and modifies the Fire Alarm Project Specific Prequalification dated May 11, 2006, as noted below.

The Addendum consists of 3 pages.

- A. CHANGES TO PRIOR ADDENDUM: **NONE**
- B. CHANGES TO BIDDING QUALIFICATIONS: **NONE**
- C. CHANGES TO CONDITIONS OF THE RFQ:

RESPONSE REQUIRED! CONTRACTORS CURRENTLY PREQUALIFIED UNDER THIS PROJECT-SPECIFIC PREQUALIFICATION MUST PROVIDE PROOF OF CERTIFICATIONS FOR ALL INSTALLERS ON THEIR TEAM, INCLUDING THEMSELVES, PER SPECIFICATION SECTION 16715, PARAGRAPH 1.08, ITEMS A THROUGH E AND G THROUGH J, BY 12:00 NOON, WEDNESDAY, MARCH 4, 2009. FAILURE TO MEET THESE REQUIREMENTS WILL CAUSE YOUR FIRM OR YOUR TEAM MEMBER TO BE REMOVED FROM THE DISTRICT'S LIST OF APPROVED FIRE ALARM CONTRACTORS.

SPECIALTY SUBCONTRACTORS AS TEAM MEMBERS UNDER THE RFQ:

Subcontractors under the following specialties must be submitted to and approved in writing, as team members, by the District **at least one (1) day prior to their inclusion in a bid.** Inclusion of additional subcontractors as team members must be requested by submitting the attached supplemental *Subcontractor Information Form* and written approval must be received from the District **at least one (1) day prior to their inclusion in a bid.** **INCLUSION OF A NON-APPROVED SUBCONTRACTOR ON A BID WILL CAUSE THE BID TO BE DEEMED NON-RESPONSIVE.**

- **Electrical (C-10)**
- **Low Voltage (C-7)**
- **Fire Protection (C-16)**
- **Elevator (C-11)**

Only the above specialty subcontractors listed and approved as a team member by this Fire Alarm Project-Specific prequalification may be used. Therefore, be sure to submit / add any possible C-10, C-7, C-16 or C-11 subcontractor on the *Subcontractor Information Form* to the District and fax to FCC Prequalification Unit at (213) 483-9643. Please allow sufficient time for your request to be processed and approved. Inclusion of a subcontractor as a team member for this RFQ does not obligate the use of that subcontractor on any given bid.

FIRE ALARM INSTALLER:

The fire alarm installer who will be performing all the work under Section 16715 “Fire Alarm Systems” must be an approved team member and identified at the time of bid. The installer must comply with the FIRE ALARM SYSTEM Specifications SECTION 16715, Paragraph 1.08, Items A through E and G through J, and Paragraph 1.09 (below). Evidence or documentation, pursuant to the specification requirements identified below, that the installer meets the conditions of the Fire Alarm Specifications must be supplied to the Prequalification Unit for approval as a team member.

1.08 QUALITY ASSURANCE

- A. Installer shall have successfully completed at least 5 projects of equal scope in the past 5 years, and have been in business of furnishing and installing fire alarm systems of this type for at least 5 years.
- B. Installer shall be a factory authorized distributor and service provider for the brand of equipment offered and shall provide documentation to the Architect upon request.
- C. Installer shall maintain a fully equipped service organization capable of furnishing repair service to the equipment and shall maintain a spare set of major parts for the system at all times.
- D. Installer shall furnish a letter from manufacturer of equipment certifying equipment has been installed according to factory standards and that system is operating properly.
- E. Certifications: Installer shall submit certification from the equipment manufacturer indicating that installer is an authorized representative of the equipment manufacturer and is trained on network applications.
- G. All of the equipment in this specification shall be furnished and installed by the Authorized Factory Distributor of the equipment. Furnish a letter from the manufacturer of all major equipment, which certifies that the installer is an authorized distributor and that the equipment has been installed according to factory intended practices. Furnish a written guarantee from the manufacturer that they will have a service representative assigned to this area for the life of the equipment.
- H. Installer shall be Underwriters Laboratory (UL) listed company under the UUJS classification, and shall certify that the installation has been made in accordance with UL requirements.
- I. The fire alarm contractor shall have a NICET II Certified Technician on staff in their facility directly involved with this project to ensure technical expertise to this project and adherence with these specifications.

- J. Contractor/Installer's electricians and fire/life safety technicians shall be certified in accordance with Labor Code sections 3099, and 3099.2, and section 209.0 of the California Code of Regulations.

1.09 WARRANTY

- A. The Fire Alarm Equipment Manufacturer shall provide a 3 year material warranty. Installer shall provide a 3 year labor warranty.
 - B. Complete maintenance and repair service for the fire alarm system shall be available from a factory trained authorized representative of the manufacturer for a period of 5 years after expiration of the warranty.
- D. Clarification or any other notice of a change in (RFQ) For the Fire Alarm Project-Specific Prequalification will be issued only by the OWNER office of Facilities Construction Contracts and only in the form of a written Addendum, transmitted by e-mail to all (RFQ) recipients who are known by the issuing office.
- E. OTHER: STATUTORY REQUIREMENTS

COMPLIANCE WITH THE SUBLETTING AND SUBCONTRACTING FAIR PRACTICES ACT UNDER THE CALIFORNIA PUBLIC CONTRACT CODE 4100 ET SEQ.

Contractors must comply with the **California Public Contract Code Section 4100 et seq., Subletting and Subcontracting Fair Practices Act**, by listing each subcontractor, at the time of bid, who will perform Work or labor or render service or specially fabricate and install a portion of the Work in an amount in excess of one-half of one percent (1/2 of 1%) of the total bid.

CONTRACTORS FAILING TO MEET THE TERMS OF THE FIRE ALARM PROJECT-SPECIFIC PREQUALIFICATION WILL BE REMOVED FROM THE APPROVED LIST AND WILL BE INELIGIBLE TO BID ON FUTURE FIRE ALARM PROJECTS.

END OF ADDENDUM NO. 11

DOCUMENT 00900

ADDENDA

GENERAL

1.01 The following sets forth the format for issued Addenda.

ADDENDUM NO. 12, Dated July 7, 2009

RE: Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification

FROM: OWNER: LOS ANGELES UNIFIED SCHOOL DISTRICT
FACILITIES CONSTRUCTION CONTRACTS (FCC)
ADAMS PLAZA
1545 Wilshire Boulevard, Suite 100, Los Angeles, CA 90017

TO: FIRE ALARM CONTRACTORS / PROSPECTIVE BIDDERS:

This Addendum forms a part of the Request for Qualifications (RFQ) for the Fire Alarm Project Specific Prequalification Contract Documents and modifies the Fire Alarm Project Specific Prequalification dated May 11, 2006, as noted below.

The Addendum consists of 1 page.

- A. CHANGES TO PRIOR ADDENDUM: NONE
- B. CHANGES TO BIDDING QUALIFICATIONS: NONE
- C. CHANGES TO CONDITIONS OF THE RFQ:

SPECIALTY SUBCONTRACTORS AS TEAM MEMBERS UNDER THE RFQ:

ONLY DISTRICT APPROVED TEAM MEMBERS MAY BE USED TO PERFORM C-7 (Low Voltage), C-10 (Electrical), C-11 (Elevator) OR C-16 (Fire Protection) WORK ON DISTRICT FIRE ALARM PROJECTS. THIS INCLUDES C-7, C-10, C-11, OR C-16 WORK THAT IS LESS THAN ONE-HALF OF ONE PERCENT (1/2 OF 1%) OF THE TOTAL BID.

To add proposed C-7, C-10, C-11 or C-16 subcontractors as team members, complete the *Subcontractor Information Form* and fax it to the FCC Prequalification Unit at (213) 483-9643. Please allow sufficient time for your request to be processed and approved. A prime contractor may request to add more than one subcontractor to its team for any of the above mentioned specialty trades. For example, a prime contractor may have two approved Electrical (C-10) specialty subcontractors on its team and may submit a bid to the District using either subcontractor.

CONTRACTORS FAILING TO MEET THE TERMS OF THE FIRE ALARM PROJECT-SPECIFIC PREQUALIFICATION WILL BE REMOVED FROM THE APPROVED LIST AND WILL BE INELIGIBLE TO BID ON FUTURE FIRE ALARM PROJECTS.

END OF ADDENDUM NO. 12

ADDENDA

GENERAL

1.01 The following sets forth the format for issued Addenda.

ADDENDUM NO. 13, Dated August 5, 2009

RE: Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification

FROM: OWNER: LOS ANGELES UNIFIED SCHOOL DISTRICT
FACILITIES CONSTRUCTION CONTRACTS (FCC)
1545 Wilshire Boulevard, Suite 100, Los Angeles, CA 90017

TO: FIRE ALARM CONTRACTORS / PROSPECTIVE BIDDERS:

This Addendum forms a part of the Request for Qualifications (RFQ) for the Fire Alarm Project Specific Prequalification Contract Documents and modifies the Fire Alarm Project Specific Prequalification dated May 11, 2006, as noted below.

The Addendum consists of 1 page.

- A. CHANGES TO PRIOR ADDENDUM: NONE
- B. CHANGES TO BIDDING QUALIFICATIONS: NONE
- C. CHANGES TO CONDITIONS OF THE RFQ:

THE DISTRICT HAS IMPLEMENTED A SUBCONTRACTOR PREQUALIFICATION PROGRAM (SPP) WHICH APPLIES TO ALL PROJECTS ADVERTISING ON OR AFTER AUGUST 1, 2009. ALL SUBCONTRACTORS PERFORMING C-10 (ELECTRICAL) WORK MUST BE: (1) APPROVED TEAM MEMBERS PURSUANT TO THE RFQ; AND (2) PREQUALIFIED PURSUANT TO THE SPP. THESE REQUIREMENTS APPLY TO ALL SUBCONTRACTORS PERFORMING C-10 (ELECTRICAL) WORK, INCLUDING C-10 (ELECTRICAL) WORK THAT IS LESS THAN ONE-HALF OF ONE PERCENT OF THE TOTAL BID.

A SUBCONTRACTOR LISTED IN A BID TO PERFORM THE C-10 (ELECTRICAL) WORK MUST BE: (1) AN APPROVED TEAM MEMBER PURSUANT TO THE RFQ; AND (2) PREQUALIFIED PURSUANT TO THE SPP. IF THE LISTED C-10 (ELECTRICAL) SUBCONTRACTOR DOES NOT MEET BOTH REQUIREMENTS PRIOR TO BID OPENING, THEN THE BID SHALL BE DEEMED NON-RESPONSIVE.

THE SUBCONTRACTOR PREQUALIFICATION QUESTIONNAIRE AND THE DISTRICT'S LIST OF PREQUALIFIED SUBCONTRACTORS MAY BE ACCESSED ONLINE AT WWW.LASCHOOLS.ORG/CONTRACTOR/CC/PQ.

END OF ADDENDUM NO. 13

ADDENDA

GENERAL

1.01 The following sets forth the format for issued Addenda.

ADDENDUM NO. 14, Dated September 1, 2009

RE: Request for Qualifications (RFQ) For the Fire Alarm Project Specific Prequalification

FROM: OWNER: LOS ANGELES UNIFIED SCHOOL DISTRICT
FACILITIES CONSTRUCTION CONTRACTS (FCC)
1545 Wilshire Boulevard, Suite 100, Los Angeles, CA 90017

TO: FIRE ALARM CONTRACTORS / PROSPECTIVE BIDDERS:

This Addendum forms a part of the Request for Qualifications (RFQ) for the Fire Alarm Project Specific Prequalification Contract Documents and modifies the Fire Alarm Project Specific Prequalification dated May 11, 2006, as noted below.

The Addendum consists of 1 page.

- A. CHANGES TO PRIOR ADDENDUM: **NONE**
- B. CHANGES TO BIDDING QUALIFICATIONS: **NONE**
- C. CHANGES TO CONDITIONS OF THE RFQ:

THE DISTRICT HAS POSTPONED THE IMPLEMENTATION OF THE SUBCONTRACTOR PREQUALIFICATION PROGRAM (SPP) UNTIL LATER THIS YEAR. AN ADDENDUM WILL BE ISSUED ACCORDINGLY TO ANNOUNCE THE RE-INTRODUCTION OF THE PROGRAM IN THE NEXT FEW MONTHS.

Prime Contractors are highly encouraged to continue with the Subcontractor Prequalification process for all team members to ensure approval prior to the re-introduction of the program.

For future announcements and more information about the SPP, please visit the Prequalification website at www.laschools.org/contractor/cc/pq.

END OF ADDENDUM NO. 14