

Instructions for Contractors



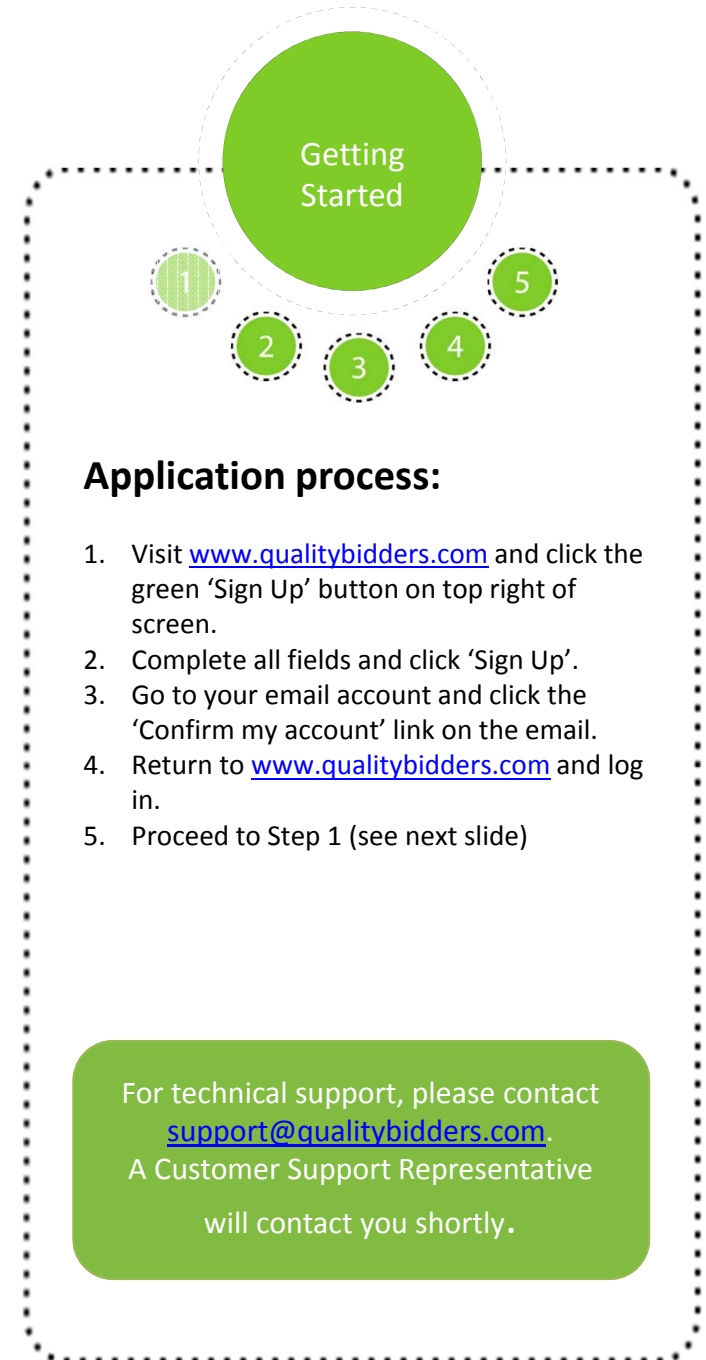
California Assembly Bill (AB) 1565 went into effect on January 1, 2014. AB 1565 requires ALL General Contractors and M/E/P Subcontractors be prequalified, if the contract is valued at \$1 million or more and funded whole or in part with State Facility Bond funds.

This applies to the following license numbers:

- General Contractors (A and B)
- Mechanical, Engineering, and Plumbing subcontractors (C-4, C-7, C-10, C-16, C-20, C-34, C-36, C-38, C-42, C-43, and C-46)

Link to law: [California Assembly Bill AB 1565](#)

To get started using QualityBidders, please review the following instructions.



Create/Edit Application

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To start a new questionnaire, Contractor clicks on “Create new application” and proceeds to Step 1 – Pre-qualification.

Step 1 – Pre-Qualification:

- Complete contact information and enter as many licenses as needed.
- Answer five pre-qualification questions and press NEXT.
- QualityBidders reviews the answers to Step 1 and either proceeds to Step 2 or notifies you that you are not qualified to proceed.
- If any question is incomplete, Contractor can not proceed to the next step.

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[Create New Application](#)

Contract	Reviewed On	Reviewed By	Current Status	Expires	Actions
	Not Reviewed		SAVED		Review
School District	Not Reviewed		SUBMITTED		Review Cancel
	Not Reviewed		SAVED, INCOMPLETE		Review

First Previous 1 Next Last

Contractor Pre-Qualification Questionnaire

Step 1 Pre-Qualification

Step 2 General Requirements

Step 3 History and Performance

Step 4 Recent Construction Projects

Step 5 Finish

Pre-Qualification

Contractor Information

Firm Name *

Contact Person *

Address *

Phone Number *

Fax Number

Email address *

License Number * [Check License](#)

Select at least one license classification*

License Classifications

Classification *

[REMOVE](#)

[ADD LICENSE CLASSIFICATION](#)

Qualification

☒ Yes ☐ No

Does Contractor possess a valid and current California Contractor's license for the project or projects for which it intends to submit a bid?*

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Step 2 – General Requirements:

- Selects business type.
- Upload required financial statements and if available, a letter verifying line of credit.
- Complete all questions about Contractor's firm and continue to Step 3.

Note: Incomplete questions are highlighted in red and include instructions on needed action.



How it Works

Applications

FAQS

Contact

Contractor Pre-Qualification Questionnaire

Step 1

Pre-Qualification

Step 2

General Requirements

Step 3

History and Performance

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Recent Construction Projects

Step 5

Finish

General Requirements

Business Structure

Select Business Type * Select Type

Business Information

Please upload a copy of your latest reviewed or audited financial statement with accompanying notes and supplemental information. (Public Contract Code section 20101(e) exempts from this requirement a contractor who has qualified as a small business pursuant to Government Code section 14837(d)(1), if the bid is no more than 25 percent of the qualifying amount provided in section 14837(d)(1). As of January 1, 2001, the qualifying amount is \$10 million, and 25 percent of that amount, therefore, is \$2.5 million) Note: A financial statement that is not either reviewed or audited is not acceptable. A letter verifying availability of a line of credit may also be uploaded; however, it will be considered as supplemental information only, and is not a substitute for the required financial statement*

* At least one entry must be added below

Financial Statements

ADD FINANCIAL STATEMENT

☐ Yes ☒ No

Has your firm or any firm with which any of your company's owners, partners or members was associated, ever been disbarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason?*

General Requirements

Business Structure

Select Business Type * Select Type Select Business Type can't be blank

Business Information

Please upload a copy of your latest reviewed or audited financial statement with accompanying notes and supplemental information. (Public Contract Code section 20101(e) exempts from this requirement a contractor who has qualified as a small business pursuant to Government Code section 14837(d)(1), if the bid is no more than 25 percent of the qualifying amount provided in section 14837(d)(1). As of January 1, 2001, the qualifying amount is \$10 million, and 25 percent of that amount, therefore, is \$2.5 million) Note: A financial statement that is not either reviewed or audited is not acceptable. A letter verifying availability of a line of credit may also be uploaded; however, it will be considered as supplemental information only, and is not a substitute for the required financial statement*

* At least one entry must be added below

Financial Statements

ADD FINANCIAL STATEMENT

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Step 3 – History and Performance:

- Answers question about the firm's ownership.
- Enter the firm's gross revenue for each of the last three years.
- Enter firm's licenses, as applicable.
- Contractor also enters information about:
 - Disputes
 - Bonding
 - Compliance with CAL OSHA and other regulatory agencies
 - EMR rate
 - State wage violations, if any.

When section is complete, proceed to Step 4.



QualityBidders

How it Works

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Contractor Pre-Qualification Questionnaire

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History and Performance

Company History

☐ Yes ☒ No Has there been any change of more than 10 percent in ownership of the firm at any time during the last three years? Note: A corporation whose shares are publicly traded is not required to answer this question.*

☐ Yes ☒ No Is the firm a subsidiary, parent, holding company or affiliate of another construction firm?*

☐ Yes ☒ No Are any corporate officers,...

State your firm's gross revenues for each of the last three years.

* At least 3 entries must be added below

Gross Revenues
Year * : Amount * \$
ADD GROSS REVENUE YEAR/AMOUNT

Gross Revenues
Year * : Amount * \$
REMOVE
ADD GROSS REVENUE YEAR/AMOUNT

How many years has your organization been in business?
license number?*

Select Years

☐ Yes ☒ No Is your firm currently the debtor in a bankruptcy case? If so, please upload a copy of the bankruptcy petition, showing the case number, and the date on which the petition was filed*

☐ Yes ☒ No Was your firm in bankruptcy at any time during the last five years? If so, please upload a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and please attach a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued*

Licenses

If any of your firm's license(s) are held in the name of a corporation, partnership, or limited liability company, list below the names of the qualifying individual(s) listed on the CSLB records who meet(s) the experience and examination requirements for each license

--

☐ Yes ☒ No Has your firm changed names or license number in the past five years?*

☐ Yes ☒ No Has any owner, partner, member or (for corporations or limited liability companies) officer of your firm operated a construction firm under any other name in the last five years?*

Disputes

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Step 4 – Project History:

- Enter project history information for six public works projects and three private construction projects, including references.

When section is complete, proceeds to Step 5.

Contractor Pre-Qualification Questionnaire

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Recent Construction Projects

Project History

Provide the information requested below for the six largest public works projects and three largest private works of which you have completed your scope of work in the last five years. "Largest" means highest contract dollar value change orders. Names and references must be current and verifiable. Only list projects your firm performed as the general contractor in charge of all trades for the construction of a building. Provide email addresses for all references where Press the ADD PROJECT button to add detailed information about each relevant project your company has worked on

* At least 2 entries must be added below

Projects

ADD PROJECT

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Projects

Project Name *

Project type *

Location *

Owner: Owner Contact (Name and Current Phone #) *

Architect or Engineer *

Architect or Engineer Contact (Name and Current Phone #) *

Construction Manager *

Construction Manager Contact (Name and Current Phone #) *

Description of Project, Scope of Work Performed *

Total Value of Construction (including change orders) * \$

Original Scheduled Completion Date *

Time Extensions Granted (# of Days) *

Actual Date of Completion *

REMOVE

ADD PROJECT

Create/Edit Application

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Step 5 – Finish:

- Save application at anytime and return later to complete the application.
- Select appropriate District(s) Contractor wants to submit application to, and press SAVE.
- If items are incomplete, an error message will appear.
- Once incomplete items are corrected, SAVE application and return to the list of applications.

Step 1
Pre-Qualification
Step 2
General Requirements
Step 3
History and Performance
Step 4
Recent Construction Projects
Step 5
Finish

Finish

District Selection

District

☒ North County High School District
☒ Alameda High School District
☐ Mission High School District
☐ Central High School District

Submit Form

I certify and declare that I have read all the foregoing answers to this pre-qualification questionnaire and know their contents. Th
except as to those matters stated on information and belief, and as to those matters I believe them to be true. I declare under pe

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Save Application

QualityBidders

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Your pre-qualification questionnaire was successfully saved but errors exist. Please correct these before submitting to the district(s).

or Pre-Qualification Questionnaire

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Pre-qualification

Contractor Information

me *
Person *
*

Save

Submit Application to District(s):

- Click on the APPLICATIONS button to view a listing of all applications.
- Applications with the current status of SAVED should be checked and completed.
- Applications with the status of READY TO SUBMIT are complete and may be submitted.
- To submit a SAVED application, click SUBMIT from the Action column.

Note:

If corrections are needed:

- Click CANCEL from the Action column, status of the application is changed to READY TO SUBMIT.
- REVIEW application and make needed corrections.
- When the application is complete, click SAVE.
- Program returns Contractor to list of applications.
- To resubmit corrected application, click SUBMIT from the Action column.

Once your application has been submitted and approved by the school district, you will receive a congratulatory email from the school district.



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Created	Submitted By	Company	District	Reviewed On	Reviewed By	Current Status	Expires	Actions
11/21/2013 10:07 AM	Chuck Contractor	Chuck's Construction Services	Not Assigned	Not Reviewed		READY TO SUBMIT		Review Submit
11/21/2013 10:09 AM	Chuck Contractor	Chuck's Construction Services	Alameda High School District	Not Reviewed		SUBMITTED		Review Cancel
11/21/2013 01:06 PM	Chuck Contractor	Chuck's Construction Services	Not Assigned	Not Reviewed		SAVED, INCOMPLETE		Review

Showing 1 to 3 of 3 entries

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For technical support, please contact
support@qualitybidders.com.
A Customer Support Representative
will contact you shortly.