

REQUEST FOR QUALIFICATIONS FOR THE

Siskiyou County Sheriff's Department
AB900 Jail Project
Yreka, California

Using the
Design-Build Method of Project Delivery



269 Sharps Road
Yreka, CA 96097

March 26, 2019

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Notification of Pre-Qualification Requirements

**NOTIFICATION OF PRE-QUALIFICATION REQUIREMENTS
FOR THE DESIGN & CONSTRUCTION OF THE NEW
SISKIYOU COUNTY SHERIFF'S DEPARTMENT
AB900 JAIL PROJECT**

Statement of Qualifications Due: No Later than 4:00 P.M. on April 18, 2019

The County of Siskiyou is requesting competitive proposals for Design-Build services to design and construct a new, stand-alone, single-story with mezzanine 120 bed detention building and related site work on county-owned land directly adjacent to the County's existing Juvenile Hall facility. The project will be located at 269 Sharps Road, Yreka, CA 96097. The new AB900 Jail Project is funded primarily by State lease-revenue bonds through Assembly Bill (AB) 900 Adult Local Criminal Justice Construction.

The County of Siskiyou reserves the right to reject any and all responses to the RFQ and to waive non-substantive irregularities, to accept any RFQ responses or portion thereof, and to take all RFQ responses under advisement for a period of not more than ninety days.

Any contract entered into pursuant to this notice will incorporate the provisions of the State Labor Code, Labor Code Section 1735, that requires no discrimination be made in the employment of persons upon public works because of the race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, sexual orientation, or sex of such persons, except as provided in Government Code Section 12940.

Compliance with apprenticeship employment standards established by the State Director of Industrial Relations will be required. The Design-Build Entity (DBE) shall provide an enforceable commitment to the County that the Entity and its Subcontractors at every tier will use a licensed, qualified, skilled, and trained workforce in good standing to perform all work on the project that falls within an apprenticeable occupation in the building and construction trades.

The County of Siskiyou hereby notifies all proposers that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, minority / disadvantaged business enterprises will be afforded full opportunity to submit submissions in response to this invitation and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration for the award.

Late proposals shall be rejected and returned to the proposer. This deadline is absolute, and proposals received after the due date and time will not be considered. Proposers must select a method of delivery that ensures proposals will be delivered to the correct location by the due date and time.

DEFINITIONS

- "Design-Build Entity" ("DBE") means a partnership, joint venture, corporation, or other legal entity that is able to provide appropriately licensed contracting, registered architectural, and licensed engineering services as needed.
- "Design-Build" means a selection process in which both the design and construction of a project are selected from a single entity.
- "Design-Build Project" means a capital outlay construction project using the Design-Build project delivery method.
- "Design-Build Team" means the Design-Build Entity itself and the individuals and other entities identified by the DBE as members of its team.
- "SOQ" – means "Statement of Qualifications".
- The term "Associates" shall mean all of the following:
 1. The current qualifiers for all current Contractors State License Board contracting licenses held by the Design-Builder.
 2. All current officers of a Design-Builder which is a corporation.
 3. All current partners of a Design-Builder which is a partnership.
 4. All current joint venturers of the joint venture Design-Builder which is seeking prequalification.

STEPS IN THE SELECTION PROCESS

The County's competitive selection process for the DBE will proceed in two steps.

Step 1 (Shortlist Phase) of the selection process, is based on the Request for Qualifications (RFQ). This phase consists of an objective scoring methodology to rank candidate DBEs. The Statement of Qualifications (SOQ) received in accordance with this RFQ will be reviewed and ranked. A shortlist of what is anticipated to be the top ranked three (3) firms will be the only firms allowed to participate in Step 2 (Technical Proposal Phase) of the process.

Step 2 (Technical Proposal Phase) of the selection process, is based on a Request for Proposals (RFP). Only those DBEs that were successfully shortlisted in Step 1 will be allowed to participate in Step 2. The County will distribute the Request for Proposals (RFP) for Stage 2 to those DBEs shortlisted in Step 1. The RFP will be a detailed description of the County's expectations for the Project including the Project Space Program, Project Construction Budget, Bridging Documents, Standard Form Design-Build Agreement, known site conditions, and other pertinent project information. The RFP will also stipulate the minimum deliverables and level of detail required in the proposal submittals for consideration. During the proposal development period, the County may conduct a series of informal and confidential conferences with the individual prospective proposers if necessary. Upon submission, the County and its review team will evaluate the proposals on their merits and based on their conformance to the published performance standards. County staff will

provide a recommendation to the County Board of Supervisors for consideration and final selection. That recommendation will be based upon adherence to the Bridging Documents and overall best value to the County. It is anticipated the Request for Proposals will be distributed in the fourth-quarter of 2019.

GENERAL DESCRIPTION OF THE PROJECT

The Siskiyou County Sheriff's Department's AB900 Jail Project is a new facility that will provide housing for inmates; medical and dental clinical services; central control; visiting; and staff areas. Once completed, inmates who are currently housed in the existing Siskiyou County Jail will be re-located to this facility. Not part of this project is the repurposing of the Juvenile Hall facility to an adult facility. The inmate and staff access between the two buildings will be provided by means of a secure corridor / sallyport.

The new AB900 Jail facility is planned to be a single-story facility with a tier level. The housing will consist of single, double occupancy, and dormitory (five beds) cell arrangements in six pods around a central control area. The lower level will consist of housing and dayroom, showers, interview space, adjacent enclosed recreation yards, program / classroom off a central corridor. The upper tier level will contain primarily housing. Plumbing for all cells is anticipated to be at the exterior of the building and include accessible plumbing chases. The lower level will also contain a medical suite; public visiting center; and additional holding cells for staging inmates. This area is expected to include inmate waiting, medical exam rooms, dental operatory and lab, and required support and storage areas.

The project will be a highly functional, energy efficient, and resource conscious adult detention facility. The DBE will be selected as a result of their Technical Proposal for the Project and will be tasked with designing and constructing the new facility for delivery, including all State, County and any other applicable approvals.

LABOR COMPLIANCE

The successful DBE, including the General Contractor and all subcontractors, shall be licensed to perform work in California and must comply with the provisions of State Senate Bill 854 (Stat. 2014, chapter 28), which became effective January 1, 2015. This includes the following:

1. No contractor or subcontractor may be listed on a bid proposal for public works projects (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations (DIR) pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)]
2. No contractor or subcontractor may be awarded a contract for public works on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

3. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

California Public Contracting Code requires that the Design-Build Entity confirms that they will use a Skilled and Trained Workforce on this Project in compliance with the requirements of SB693 Chapter 774. Section 10. 22164 (c) (1). A Declaration of Compliance form has been included in Attachment 3. The Design-Build Entity is required to complete this form and return it with their Statement of Qualifications.

COUNTY CONSULTANTS

The County of Siskiyou has contracted with Vanir Construction Management, Inc. for development of the Bridging Documents and Project Management / Construction Management (PM / CM) Services. Subconsultants who provided design services in the development of the Bridging Documents are not eligible to provide design services to the DBE.

Subconsultants to the Owner (Siskiyou County) include the following:

- Geotechnical Engineering
- Site Topographic Survey
- Architectural – Vanir Construction Management, Inc., including their engineering subconsultants.

LOCAL PARTICIPATION

The proposing DBEs will be encouraged to make a good faith effort to reach out to the local businesses and subcontractors.

ATTACHMENTS TO THIS REQUEST FOR QUALIFICATIONS DOCUMENT

The attachments to this Document include a Master Schedule Outline and early conceptual site and floor diagrams.

FUNDING AND MINIMUM BONDING REQUIREMENTS

The total design-build estimate for the Project is approximately \$22,200,000 including construction and design fees. The minimum bonding capacity will equal the construction budget of approximately \$20,400,000. Prospective DBEs that cannot provide bonding at that amount will not be considered qualified even though they may be qualified otherwise.

NOTICE OF REQUEST FOR QUALIFICATIONS REQUIREMENTS

Notice is hereby given that the County has determined that all proposers on the Project to be undertaken by the County must be shortlisted prior to submitting a proposal on the Project in

accordance with California Public Contract Code section 22164. It is mandatory that all DBEs, who intend to submit a proposal, complete their Statement of Qualifications (SOQ), provide all materials requested and be pre-qualified by the County. No proposal will be considered from a DBE that has failed to comply with these requirements. The Owner is not responsible for any costs that the DBEs may incur to complete the prequalification questionnaire.

Answers to all questions contained in the RFQ are required in each DBEs response to the RFQ. The County will use the RFQ responses as the basis for evaluating DBEs. The County reserves the right to check other sources available. The recommendations to the Board of Supervisors will be based on stated evaluation criteria.

While it is the intent of the RFQ and supporting information - to assist the County in determining pre-qualification for shortlisting and participation in Step 2, the fact of pre-qualification, nor any pre-qualification rating, will not preclude the County from a post-proposal consideration and determination of whether a proposer has the quality, fitness, capacity, and experience to satisfactorily perform the proposed work.

A DBE may be found Disqualified for proposing on this Project until the DBE meets the County's requirements. In addition, a DBE may be found Disqualified for either: (1) omission of requested information or (2) falsification of information.

The completed Project will meet requirements of designing and constructing facilities that are defined in the 2016 California Building Code and related documents under the Group I-3 Occupancy Classifications.

It is preferred that the DBE has experience in the design and construction of California detention, correctional facilities, justice facilities or similar, and experience with the Office of the State Fire Marshal (OSFM).

PROPOSAL APPROACH

The RFP, when issued to the qualified shortlisted DBEs who have been selected to participate in Step 2, will describe the project in detail. The proposal approach will be based on the following:

- There will be performance criteria requirements and bridging documents / drawings expressing the project criteria.
- The selection will be on a Best Value basis with a stipulated sum as the maximum not-to-exceed amount as the basis for a responsive proposal.
- The proposal time will be limited with the assumption that the DBEs will have sufficient information in the Bridging Documents and RFP criteria to establish their cost proposal with only minimal design work. **This is not intended to be a design competition.**
- The intent is to minimize the design work of the DBEs prior to selection and award of the contract.

- The Bridging Documents including electronic copies will be available to the shortlisted DBEs at the Step 2 RFP phase for reference and / or development of their proposal.
- The County is satisfied that the Bridging Documents will reflect the criteria for the Project. Proposed design improvements will need to be detailed to demonstrate that they provide a better value to the County.
- The selected DBE will be required to develop their design and construction documents utilizing the BIM technology.
- California experience with detention, correctional facilities, justice facilities or similar is preferred.

PUBLIC RECORD

The SOQs submitted by DBEs will be kept confidential to the extent permitted by law; however, the contents may be disclosed to third parties for purpose of verification or investigation of substantial allegations.

COUNTY RIGHTS

The County reserves the right to waive non-substantial irregularities and omissions contained in the submitted RFQs, to make all final determinations, and to determine at any time that the shortlist procedures will not be applied to an additional future project.

The County may refuse to accept a response to the RFQ where the requested information and materials are not provided or not provided by the date specified. The closing time for proposals will not be changed in order to accommodate supplementation of incomplete submissions or late submissions. Failure to timely submit information shall not provide a basis for appeal.

The County reserves the right to adjust, increase, limit, suspend, or rescind the pre-qualification rating based on subsequently learned information. Any DBEs whose rating changes in an amount that sufficiently disqualifies them will be notified and given an opportunity for a hearing under the Appeal Process included below.

COUNTY SELECTION RESPONSIBILITY

The selection of the top three (3) DBE firms shortlisted to participate in Step 2 is at the sole discretion of the County. No appeal of that decision will be entertained.

Introduction and Overview of the Pre-Qualification Process

INTRODUCTION AND OVERVIEW OF THE PRE-QUALIFICATION PROCESS

SUBMISSION OF REQUIREMENTS, DATE AND DELIVERY

Each SOQ must be signed under penalty of perjury in the manner designated on the Certification Page, by an individual who has the legal authority to bind the DBE, and for DBEs that are corporations the SOQ must be signed under penalty of perjury by two authorized individuals qualified to legally bind the DBE.

If any information provided by a DBE becomes inaccurate, the DBE must immediately notify the County and provide updated accurate information in writing, signed under penalty of perjury.

The due date for the submission of the fully completed Statement of Qualifications is:

4:00 pm on April 18, 2019

The RFQ is provided in a fill-in-the-blanks format. The DBE must complete (fill in the blanks of) the Qualifications Document as provided. The intent is to have uniformity of submissions, ensure fair and objective review of submissions, and minimize the effort imposed upon the DBE.

A complete SOQ submission will be comprised of:

1. One (1) USB thumb drives containing digital copies of the SOQ.
2. Three (3) fully completed, signed, printed hard copies with required attachments of the SOQ.
3. Three (3) printed hard copies of the required audited financial statements for the last three (3) fiscal years. For confidentiality, these financial statements are to be provided in a labeled, sealed envelope.

The SOQ (USB thumb drive and hard copies) and required financial statements must be submitted in a sealed envelope and labeled as follows:

"CONFIDENTIAL" STATEMENT OF QUALIFICATIONS OF DESIGN-BUILD ENTITIES
Siskiyou County Administrator's Office
AB900 JAIL PROJECT
Attention: Terry Barber, tbarber@co.siskiyou.ca.us

The SOQ must be delivered to:

Siskiyou County Administrator's Office
Attn: Terry Barber, County Administrator
1312 Fairlane, Yreka, CA 96097

Under no circumstances are any of the prospective DBEs or anyone on the DBE teams to contact, discuss with, or inquire of any other County official, employee, or member of the RFP review team

regarding any matter relating to this solicitation process other than the County contact person named in this RFQ. This requirement is to ensure that the same information is received by all interested parties and no inconsistent, incomplete, or inaccurate information is communicated. Information obtained outside of this prequalification / short list process cannot be relied upon.

Unauthorized contact of any individual as described above may be cause for rejection of the DBE's SOQ or Proposal. All inquiries concerning this solicitation shall be directed to the following contact person. No telephone inquiries will be answered.

All information requests, questions, and project submissions concerning the RFQ must be directed in writing (via email) to the County's designated contact person:

Siskiyou County Administrator's Office

Attention: Terry Barber

Email: tbarber@co.siskiyou.ca.us

Responses will be provided to all parties interested in submitting qualifications by addenda posted on the Siskiyou County's website:

<https://www.co.siskiyou.ca.us/rfps>

QUESTIONS PROCEDURE

Questions pertaining to this RFQ must be submitted in writing via e-mail to County contact person listed above. All questions must be received by the deadline shown in the timeline attached hereto. The County contact person or their representative will provide written responses to all pertinent questions in the form of an Addendum.

Copies of all questions submitted by DBEs and subsequent answers will be distributed via written Addenda. The County will notify the DBE by making Addenda available for review on County website. Failure of a DBE to receive an Addendum shall not entitle the DBE to an extension of the schedule nor shall it permit the submission of any additional information after the deadline set forth in the schedule.

OBTAINING THE RFQ

The RFQ, and any applicable Addenda, will be provided to all parties interested in submitting qualifications on the Siskiyou County's website:

<https://www.co.siskiyou.ca.us/rfps>.

DEFINITION OF WHAT COMPRISES A DBE

A "Design-Build Entity" (DBE) means a partnership, corporation, or other legal entity that is able to provide appropriately licensed contracting, architectural, and engineering services as needed pursuant to a Design-Build contract.

Although that definition allows wide latitude in the composition of the DBE, the County requires the DBE to identify and list organizations that will provide services on behalf of the DBE. Those core organizations must individually complete the appropriate scored question portion of the Pre-Qualification Questionnaire and obtain a passing score to be considered qualified.

There are two portions of the questionnaire each tailored to the general responsibility of the particular DBE roles.

- **Subpart 'A'** applies to the General Contractor (GC) Member;
- **Subpart 'B'** applies to the Architect of Record (AOR) Member.

Each member must complete the appropriate portions of the SOQ.

SCORING APPROACH

The evaluation rating of the DBE will result from consideration of the scores attained in all parts of the questionnaire as presented in the Scoring Worksheets section.

PART I: INFORMATION ABOUT THE DBE

This part applies to the DBE as a whole and is for identification purposes only. There is no scoring value to this part.

PART II: ESSENTIAL REQUIREMENTS FOR THE DBE AS A WHOLE

This part applies to the DBE as a whole unit and is a "Pass" or "Don't Pass" series of questions. All questions must be answered correctly, or the DBE will be Disqualified. This is the first step in rating the DBE. If the DBE is able to correctly answer each of these questions, the DBE's ultimate rating will be dependent upon the scored questions.

If the DBE is unable to correctly answer each of these questions, it will be Disqualified regardless of the possible results of the scored questions.

PART III: SCORED QUESTIONS FOR INDIVIDUAL MEMBERS OF THE DBE

See the Scoring Worksheets Section starting on page 58 to review the scoring criteria.

Subpart A: Scored Questions for the General Contractor (GC) Member

This part applies to the GC Member. It consists of a series of questions that must be answered. If the GC Member has multiple offices, then responses to all questions shall be based on either the entire company or on the local office responsible for the project, but not a combination of the two. Each question has an established numerical value. The total score attained establishes the rating for the GC Member.

The maximum possible score is shown on the Composite Scorecard on page 16 below.

Subpart B: Scored Questions for the Architect of Record (AOR) Member

This part applies to the AOR Member, who will function as the AOR for this project. It consists of a series of questions that must be answered. Each question has an established numerical value. The total score attained establishes the rating for the AOR Member.

The maximum possible score is shown on the Composite Scorecard on page 16 below.

PART IV: RECENT CONSTRUCTION PROJECTS COMPLETED

This part will be utilized at the County's discretion. It is comprised of a series of questions relating to the DBE's performance on at least three (3) completed projects. The preferred reference projects are jails, prisons, health care facilities within a correctional / detention facility, or other detention facilities. If utilized, the projects will be selected by the County from the total list of projects submitted. The questions listed may be asked by the County's staff and answered by an Owner's Representative for each project. Each question has a possible score value ranging from 1 to 10. The scores from all reference interviews will be averaged and multiplied by 0.2 for inclusion in the final point total, if this part is utilized. The maximum possible score is shown on the Composite Scorecard below.

REVIEW, RATING, AND NOTIFICATION PROCESS

The completed SOQ must be submitted by the deadline specified above. Once received, the review and notification process will be as follows:

1. The SOQ will be time and date stamped upon receipt.
2. The SOQ will be reviewed for completeness within three (3) working days from the deadline date. The DBE will be notified as to its completeness. If the SOQ has clerical, non-substantive errors, the DBE will have three (3) working days to correct those errors as needed to make the Document complete. If the SOQ is complete, it will be reviewed. The County reserves the right to waive non-substantive errors.
3. The completed SOQ will be reviewed within seven (7) working days from the deadline date, or seven (7) working days after receipt of supplemental documentation, whichever is later.

4. The DBE will be notified of their qualification rating by electronic mail within ten (10) working days from the submittal deadline date.

If the DBE is selected to be short-listed for Step 2 of this Project, they will be eligible to submit a proposal on the Project RFP and will be notified of such opportunity. Short-listed DBEs choosing to participate in the Step 2 phase will be issued the Technical Proposal documents and RFP when the County releases them for distribution.

If the DBE is not short-listed for this Project, they will not be issued the Technical Proposal documents or the RFP and will not be eligible to propose on the Project RFP.

COMPOSITE SCORECARD

The Composite Scorecard included on the following page is provided for reference only and may change depending on the information being reviewed. The Composite Scorecard indicates the maximum score that can be attained, plus the total for the DBE. Points attained in Part IV will contribute the overall rating.

COMPOSITE SCORECARD

		Maximum	Minimum	DBE Score
Part I	Information about DBE	N/A	N/A	N/A
PART II	Essential Requirements	Pass	No Pass	
PART III	Scored Questions for DBE Members			
Subpart A	General Contractor (GC) Member	94	0	
Subpart B	Architect of Record (AOR) Member	53	0	
Subtotal	PART III Combined Score	147	0	
PART IV	Recent Construction Projects Completed <i>(20% of Total)</i>			
GC	General Contractor (GC) Member <i>(Total Maximum Points 130)</i>	26	0	
AOR	Architect of Record (AOR) Member <i>(Total Maximum Points 100)</i>	20	0	
TOTAL	PARTS III & IV	193	0	

Note:

The DBE may use the Composite Scorecard to assist in their self-scoring. However, the final evaluation and rating of a DBE's qualifications are at the sole discretion of the County and its Representatives.

Pre-Qualification Questionnaire

PART I: INFORMATION ABOUT THE DBE AND EACH PROPOSED FIRM

Lead Person or Firm - Contact Information

DBE's Name: _____

Contact: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Type of Entity (check one):

- Corporation
 Partnership
 Sole Prop.
 Other Association

If DBE is a sole proprietor or partnership, list Owner(s) of Company:

Proposed Firms:

Discipline	Name	License #
General Contractor (GC)		
Architect of Record (AOR)		

EXPERIENCE WORKING TOGETHER - Provide a listing of all Design-Build projects **completed** within the past seven (7) years with the same GC and AOR team. Include the following information:

- a. Description of Project including size, location, contract amount and owner.
- b. Start and Completion Date
- c. Did the project complete within the originally awarded budget? If no, explain.
- d. Did the project complete within the originally awarded schedule? If no, explain.
- e. Provide references for each project.

Limit all project information on a separate (single) page and attach. Do not list more than ten projects.

INFORMATION ABOUT THE GC MEMBER OF THE DBE

- 1a. Type of Business (corporation, sole proprietorship, etc.): _____
- 1b. Date of company formation or incorporation: _____
- 1c. State of formation or incorporation: _____
- 1d. List the total number of current employees: _____

2. If your organization is a Joint Venture (JV), provide the following information for each member of the joint venture.

JV Member #1

- 2a. Date of company formation or incorporation: _____
- 2b. State of formation or incorporation: _____
- 2c. List the total number of current employees: _____
- 2d. List the percentage of JV ownership: _____

JV Member #2

- 2e. Date of company formation or incorporation: _____
- 2f. State of formation or incorporation: _____
- 2g. List the total number of current employees: _____
- 2h. List the percentage of JV ownership: _____

JV Member #3

- 2i. Date of company formation or incorporation: _____
- 2j. State of formation or incorporation: _____
- 2k. List the total number of current employees: _____
- 2l. List the percentage of JV ownership: _____

3. Has there been any change in ownership of the GC Member at any time during the last three (3) years?

NOTE: A corporation whose shares are publicly traded is not required to answer this question.

Yes No

If "Yes," explain:

4. Is the GC Member a subsidiary, parent, holding company or affiliate of another firm?

NOTE: Include information about other firms if one firm owns 50 percent or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.

Yes No

If “Yes,” explain:

--

5. List all California construction license numbers, classifications, and expiration dates of the California contractor licenses held by the GC Member.

Contractor License	Classification	Expiration Date

6. If any of the GC Member’s licenses are held in the name of a corporation or partnership, list below the names of the qualifying individuals listed on the Contractor’s State License Board (CSLB) records who meet the experience and examination requirements for each license.

Contractor License Number	Name of Qualifying Individual

7. Has the GC Member changed names or license numbers in the last five (5) years?

Yes No

If “Yes,” explain:

--

8. Bonding capacity: Provide documentation from your surety identifying the following:

Bonding Co./Surety: _____	Surety Agent: _____
Agent Address: _____	Telephone #: _____
Total Bonding Capacity: _____	Total Available Bonding Capacity: _____

9. List all other sureties (name and full address) that have written bonds for your firm during the last five (5) years, including the dates during which each wrote the bonds:

Date	Surety	Address

10. Quality Control Processes:

Does your company have a written Quality Assurance / Quality Control (QA / QC) program?

Yes No

11. Financial Information: Provide your company's Total Revenue, Net Income, Current Assets, Current Liabilities, Total Debt, and Total Net Worth for the past **three (3) fiscal years**.

	Year Ending 2018	Year Ending 2017	Year Ending 2016
Total Revenue			
Net Income			
Current Assets			
Current Liabilities			
Total Debt			
Total Net Worth			

12. Experience Modification Rate (EMR)⁽¹⁾

Is your Experience Modification Rate higher than 1.00?

Yes No

(1) Refer to Senate Bill (SB) 693, Chapter 774. Design Build Public Contracts Skilled and Trained Workforce (dated 9/28/16)

List your Experience Modification Rate (EMR) for the past four years.

Year	EMR
2018	
2017	
2016	
2015	

If the Experience Modification Rate has been above 1.0 in the past four years, provide an explanation, including dates:

Submit a letter from your Workers' Compensation Carrier showing your Experience Modification Rate for the Past Four Years.

INFORMATION ABOUT THE AOR MEMBER OF THE DBE

13. General Information.

13a. Date of company formation or incorporation: _____

13b. State of formation or incorporation: _____

13c. Total number of current employees: _____

14. If your organization is a Joint Venture (JV), provide the following information for each member of the joint venture.

JV Member #1

14a. Date of company formation or incorporation: _____

14b. State of formation or incorporation: _____

14c. Total number of current employees: _____

14d. Percentage of JV ownership: _____

JV Member #2

14e. Date of company formation or incorporation: _____

14f. State of formation or incorporation: _____

14g. Total number of current employees: _____

14h. Percentage of JV ownership: _____

JV Member #3

14i. Date of company formation or incorporation: _____

14j. State of formation or incorporation: _____

14k. Total number of current employees: _____

14l. Percentage of JV ownership: _____

15. Has there been any change in ownership of the AOR Member at any time during the last three (3) years?

NOTE: A corporation whose shares are publicly traded is not required to answer this question.

Yes No

If "Yes," explain:

16. Has the AOR Member changed names or license numbers in the last three (3) years?

Yes No

If "Yes," explain:

17. Has any corporate officer or owner of the AOR Member's firm worked for any other architectural or engineering firms in the past three years?

(NOTE: Include information about other firms if an owner, partner, or officer of your firm holds a similar position in another firm.)

Yes No

If "Yes," explain:

18. Has the AOR Member's firm changed names in the past three years?

Yes No

Former Name of Firm: _____

19. Is the AOR Member's firm a subsidiary, parent, holding company or affiliate of another firm?

Yes No

If "Yes," explain:

20. Is the AOR Member's firm a subsidiary, parent, holding company or affiliate of another firm?

(NOTE: Include information about other firms if one firm owns 50 percent or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.)

Yes No

If "Yes," explain:

PART II: ESSENTIAL REQUIREMENTS FOR THE DBE AS A WHOLE

SUB-PART A: ESSENTIAL REQUIREMENTS FOR THE GC MEMBER OF THE DBE

NOTE: The DBE will be automatically Disqualified if the answer to any of Questions 1 through 6 is “No.”

- Does the GC Member possess a valid, current California contractor’s license covering the classification of work for which it intends to submit a proposal?
 Yes No
- Does the GC Member have a commercial general liability insurance policy with a policy limits as follows: for Contractor, at least \$5,000,000 per occurrence and \$5,000,000 aggregate?
 Yes No
- Does the GC Member have current workers’ compensation insurance policies as required by the Labor Code or are they legally self-insured pursuant to Labor Code section 3700 et. seq. or do they intend to obtain such insurance prior to commencing work.
 Yes No

If yes, provide the following information. (Attach a separate page if more than one policy)

Insured: _____
 Insurance Company: _____
 Policy Number: _____

- Has the GC Member provided the company’s Total Revenue, Net Income, Current Assets, and Current Liabilities, Total Debt, and Total Net worth for the past three (3) fiscal years. Provide the most current fiscal year data available.

Year Ending 2018 <i>(If Available)</i>	\$
Year Ending 2017	\$
Year Ending 2016	\$
Year Ending 2015 <i>(If 2018 Isn’t Available)</i>	\$

Note: A financial statement that has not been reviewed or audited is not acceptable. A letter verifying availability of a line of credit is not a substitute for the required financial statement.

5. Has the GC Member attached a notarized statement from a surety insurer admitted (approved by the California Department of Insurance) and authorized to issue bonds in the State of California, which states that the GC Member's current bonding capacity is sufficient to provide payment and performance bonds in the amount of 100% of the contract total for the Project for which pre-qualification is sought?

Yes No

Note: A notarized statement must be from the surety company, not from an agent or broker.

6. Has the GC Member substantially completed the construction of a County or State detention or correctional project in California?

Yes No

NOTE: The DBE will be automatically Disqualified if the answer to any of Questions 7 thru 13 is "Yes."

7. Has any Contractor's license held by the GC Member or its associates been revoked or suspended at any time in the last five (5) years?

Yes No

8. Has a surety firm completed a contract on behalf of the GC Member or paid for completion because the firm was terminated for default by the project owner within the last five (5) years?

Yes No

9. At the time of submitting this Statement of Qualifications, is the GC Member ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract, pursuant to either Labor Code section 1777.1 or Labor Code section 1777.7?

Yes No

10. At any time during the last five (5) years, has the GC Member or any of its owners or officers been convicted of a crime involving the awarding of a contract of a government construction project, or the bidding or performance of a government contract?

Yes No

11. Has the GC Member or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?

Yes No

12. Has the GC Member or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?

Yes No

13. Has the GC Member or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?

Yes No

14. Does the GC Member have an Experience Modification Factor / Rating greater than 1.00?

Yes No

SUBPART B: ESSENTIAL REQUIREMENTS FOR THE AOR MEMBER OF THE DBE

NOTE: The DBE will be automatically Disqualified if the answer to any of Questions 15 through 19 is “No.”

15. Does the AOR Member possess a valid and current California professional license covering the design discipline for their Project role?
 Yes No
16. Does the AOR Member have a professional liability insurance policy or can obtain additional coverage with a policy limit of at least \$2,000,000 per claim and \$3,000,000 aggregate?
 Yes No
17. Does the AOR Member have current workers' compensation insurance policies as required by the Labor Code or are they legally self-insured pursuant to Labor Code section 3700 et. seq.?
 Yes No
18. Has the AOR Member provided the company's Total Revenue, Net Income, Current Assets, and Current Liabilities, Total Debt, and Total Net worth for the past three (3) fiscal years. Provide the most current fiscal year data available.
 Yes No

Year Ending 2018 <i>(If Available)</i>	\$
Year Ending 2017	\$
Year Ending 2016	\$
Year Ending 2015 <i>(If 2018 Isn't Available)</i>	\$

19. Has the AOR Member completed the design of a substantially completed County or State detention, correctional facilities, justice facilities or similar project in California?
 Yes No

NOTE: The DBE will be automatically Disqualified if the answer to any of Questions 20 through 24 is “Yes.”

20. Has the AOR Member's license been revoked or suspended at any time in the last five (5) years?
 Yes No

21. At any time during the last five (5) years, has the AOR Member or any of its owners or officers been convicted of a crime involving the awarding of a contract of a government construction project, or performance of a government contract?

Yes No

22. Has the AOR Member or any of its owners, officers, or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?

Yes No

23. Has the AOR Member or any of its owners, officers, or partners ever been convicted of a crime involving any federal, state, or local law related to design or construction?

Yes No

24. Has the AOR Member or any of its owners, officers, or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?

Yes No

**PART III:
SCORED QUESTIONS FOR MEMBERS OF THE DBE**

**SUB-PART A
SCORED QUESTIONS FOR THE GC MEMBER**

A1. How many detention, correctional facilities, justice facilities or similar has the GC Member constructed in California? Do not include any projects that are less than 5,000 SF.

Number:	
----------------	--

Provide a listing of the three (3) largest (in area) detention, correctional facilities, justice facilities or similar that the GC Member has constructed within California. Project types may be design-bid-build, design-build, or design assist-build. Do not include any projects that are less than 5,000 SF.

Project Name	Description	Size (sf)	Cost

A2. How many years has the GC Member or each Contractor Member of a Joint Venture (JV) organization been in business in California as a Contractor under its present business name and license number?

NOTE: If GC Member is a Joint Venture, add the years for each partner to the Joint Venture and enter the average of the combined experience.

Years:	
---------------	--

A3. Is the GC Member or any party to the JV currently the debtor in a bankruptcy case?

Yes No

If “yes”, indicate the case number, and the date on which the petition was filed.

Case #: _____ **Date Filed:** _____

A4. Was the GC Member or any party to the JV in bankruptcy at any time during the last five (5) years? (This question refers only to a bankruptcy action that was not described in answer to Question A4, above).

Yes No

If “yes”, indicate the case number and the date on which the petition was filed, and the Bankruptcy Court’s Discharge Order Number.

Case #: _____ **Date Filed:** _____ **Discharge #:** _____

A5. At any time in the last five (5) years has the GC Member or any party to the JV been assessed and paid liquidated damages of more than \$100,000 after completion of a project under a construction contract with either a public or private owner?

Yes No

If “yes”, identify all such projects by owner, owner’s address, completion date of the project, amount of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.

Owner:		Address:	
Completed:		Amount:	
Other:			

A6. In the last five (5) years has the GC Member, or any firm with which any of the GC’s owners, officers, or partners were associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason?

NOTE: “Associated with” refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and which is listed in response to Questions 1c or 1d on this form.

Yes No

If “yes”, identify the company, the person who was associated with that company, the year of the event, the owner of the project, the project and the basis for the action. (See forms on following page.)

Company:		Person:	
Year:		Owner:	Project:
Basis:			

Company:		Person:	
Year:		Owner:	Project:
Basis:			

A7. In the last five (5) years has any claim been filed in court, arbitration or mediation against the GC Member concerning its work on a construction project?

Yes No

If “yes”, identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim, the court in which the case was filed, and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

Project:	Date:
Claimant:	Court:
Nature of the Claim:	
Status of the Claim:	

Project:	Date:
Claimant:	Court:
Nature of the Claim:	

Status of the Claim:

Project:	Date:
Claimant:	Court:
Nature of the Claim:	
Status of the Claim:	

A8. In the last five (5) years has the GC Member made any claim in excess of \$30,000 against a project owner concerning work on a project or payment for a contract and filed that claim in court, arbitration, or mediation?

Yes No

If “yes”, identify the claim by providing the project name, date of the claim, name of the entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court in which the case was filed, and a brief description of the status of the claim (pending, or if resolved, a brief description of the resolution).

Project:	Date:
Entity:	Court:
Nature of the Claim:	
Status/Resolution of the Claim:	

Project:	Date:
Entity:	Court:
Nature of the Claim:	

Status/Resolution of the Claim:
--

Project:	Date:
Entity:	Court:
Nature of the Claim:	
Status/Resolution of the Claim:	

A9. In the last five (5) years has any insurance carrier, for any form of insurance, refused to renew the insurance policy for the GC Member?

Yes No

If "yes," give the name of the insurance carrier, the form of insurance and the year of the refusal.

Carrier:		Ins. Form:		Year:	
Carrier:		Ins. Form:		Year:	
Carrier:		Ins. Form:		Year:	
Carrier:		Ins. Form:		Year:	
Carrier:		Ins. Form:		Year:	

A10. During the last five (5) years, has your firm ever been denied bond coverage by a surety company, or has there ever been a period of time when your firm had no surety bond in place during a public construction project when one was required?

Yes No

If yes, indicate the date when your firm was denied coverage and the name of the company or companies that denied coverage; and the period during which you had no surety bond in place.

Date:	Surety:	Duration Period:
Explanation:		

Date:	Surety:	Duration Period:
Explanation:		

A11. Has Cal-OSHA cited and assessed penalties against the GC Member for any “serious,” “willful” or “repeat” violations of its safety or health regulations in the last five (5) years?

NOTE: If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Board has not yet ruled on your appeal, you need not include information about it.

Yes No

If “yes”, describe the citations, including information about the dates of the citations, the nature of the violation, the project on which the citation(s) was or were issued, the amount of penalty paid, if any. If the citation was appealed to the Occupational Safety and Health Appeals Board and a decision has been issued, state the case number and the date of the decision.

Description:		Date:	
Project:		Amount:	
Nature:			

Description:		Date:	
Project:		Amount:	
Nature:			

Description:		Date:	
Project:		Amount:	
Nature:			

A12. Has the Federal Occupational Safety and Health Administration cited and assessed penalties against the GC Member in the last five (5) years?

NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

Yes No

If "yes," describe each citation.

Explanation:

A13. Has the EPA, any Air Quality Management District, or any Regional Water Quality Control Board cited and assessed penalties against either the GC Member or the owner of a project being constructed by the Contractor Member in the last five (5) years?

NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

Yes No

If "yes", describe each citation.

Explanation:

Explanation:

Explanation:

A14. Does the GC Member have personnel permanently assigned to safety?

Yes No

If "yes", state the names of all personnel who are assigned and list their specific duties.

Names and Duties:

A15. Has the GC Member been issued an Experience Modification Rate (EMR) (California Workers' Compensation Insurance) for each of the last four (4) premium years?

Yes No

If your EMR for any of these four years is or was 1.00 or higher, list the year, provide the rate and provide an explanation.

NOTE: Score based on highest EMR in any single Year.

Premium Year:		Rate:	
Explanation:			

Premium Year:		Rate:	
Explanation:			

Premium Year:		Rate:	
Explanation:			

Premium Year:		Rate:	
Explanation:			

A16. How many Design-Build projects has the GC Member been involved with in the last five (5) years? Include completed projects and projects that are currently in design or under construction.

Number:	
----------------	--

A17. Does the GC Member's company have a written Injury and Illness Prevention Program (IIPP) that complies with California Code of Regulations, Title 8 Sections 1509 and 3203?

Yes No

A18. Using last year's Cal-OSHA 200 Log, fill in the following number of injuries and illnesses:

a. Number of lost workday cases:	
b. Number of lost workday cases:	
c. Number of fatalities:	
d. Employee hours worked last year:	

SUBPART B: SCORED QUESTIONS FOR THE ARCHITECT OF RECORD (AOR) MEMBER

B1. How many detention or correctional facilities has the AOR Member designed in California? Do not include any projects that are less than 5,000 SF.

Number:	
----------------	--

Provide a listing of the three (3) largest (in area) detention, correctional facilities, justice facilities or similar that the AOR Member has designed within California. Project types may be design-bid-build, design-build, or design assist-build. Do not include any projects that are less than 5,000 SF.

Project Name	Description	Size (sf)	Cost

B2. How many years has the AOR Member been in business in California as an Architect under its present business name and license number?

NOTE: If the AOR Member is Joint Venture, add the years for each partner to the Joint Venture and enter the average of the combined experience.

Years:	
---------------	--

B3. Is the AOR Member currently the debtor in a bankruptcy case?

Yes No

If “yes”, indicate the case number, and the date on which the petition was filed.

Case #: _____ **Date Filed:** _____

B4. Was the AOR Member in bankruptcy at any time during the last five (5) years? (This question refers only to a bankruptcy action that was not described in answer to Question B4., above)

Yes No

If “yes”, indicate the case number and the date on which the petition was filed, and the Bankruptcy Court’s Discharge Order Number.

Case #: _____ **Date Filed:** _____ **Discharge #:** _____

B5. In the last five (5) years has any claim in excess of \$25,000 been filed in court, arbitration, or mediation against the AOR Member concerning its work on a project?

Yes No

If "yes", identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim, the court in which the case was filed, and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

Project Name:		Date:	
Claimant:		Court:	
Nature:			

Status:	
----------------	--

B6. In the last five (5) years has the AOR Member made any claim in excess of \$50,000 against a project owner concerning work on a project or payment for a contract and filed that claim in court, arbitration, or mediation?

Yes No

If "yes", identify the claim by providing the project name, date of the claim, name of the entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court in which the case was filed, and a brief description of the status of the claim (pending, or if resolved, a brief description of the resolution).

Project:	Date:
Entity:	Court:
Nature of the Claim:	
Status/Resolution of the Claim:	

Project:	Date:
Entity:	Court:
Nature of the Claim:	
Status/Resolution of the Claim:	

B7. In the last five (5) years has any insurance carrier, for any form of insurance, refused to renew the insurance policy for the AOR Member?

Yes No

If "yes", give name the insurance carrier, the form of insurance and the year of the refusal.

Carrier:		Ins. Form:		Year:	
Carrier:		Ins. Form:		Year:	
Carrier:		Ins. Form:		Year:	
Carrier:		Ins. Form:		Year:	
Carrier:		Ins. Form:		Year:	

B8. How many Design-Build projects has the AOR Member been involved with in the last ten (10) years? Include completed projects and projects that are currently in design or under construction.

Number:	
----------------	--

PART IV: RECENT CONSTRUCTION PROJECTS COMPLETED

The DBE shall provide information not to exceed three (3) of the most recently completed public works Design-Build projects that have been completed within the last ten (10) years. These projects may be ones in which any of the DBE Members played key roles in the design and / or construction of the projects.

Of those three (3) projects, it is preferred that at least one (1) be a County detention, correctional facility, justice facility or similar project constructed in California.

The DBE Members shall provide project information as follows:

1. The GC Member shall provide information on three (3) Design-Build projects.
2. The AOR Member shall provide information on three (3) Design-Build projects.
3. If the GC Member and AOR Member have worked together on previous Design-Build projects, either or both Members may include the project.

Projects that have reached substantial completion may be included. They are to be identified as "Substantially Complete."

NOTE: All named representatives and references must be verifiable and all telephone numbers and email addresses must be current. This information will be used in conjunction with the reference checks outlined in the following section.

RECENT PROJECT COMPLETED INFORMATION SHEETS are provided on the following pages.

RECENT PROJECT COMPLETED INFORMATION SHEET

DBE – GC MEMBER

PROJECT NUMBER 1 – DESIGN-BUILD PROJECT

Project Name: _____
Project Location: _____
Owner: _____
Owner's Representative: _____
Owner's Representative's Phone #: _____
Owner's Representative's E-mail: _____

Design-Build Entity (for this project): _____
DBE's Representative: _____
DBE's Representative's Phone #: _____
DBE's Representative's E-mail: _____

Architect of Record (AOR): _____
AOR's Representative: _____
AOR's Representative's Phone #: _____
AOR's Representative's Email: _____

Construction Manager (CM): _____
CM's Representative: _____
CM's Representative's Phone #: _____
CM's Representative: Email: _____

Description of the Project and the Scope of Work Performed:

Total Value of Construction: _____
Original Completion Date: _____
Time Extensions Granted: _____
Actual Completion Date: _____

RECENT PROJECT COMPLETED INFORMATION SHEET

DBE – GC MEMBER

PROJECT NUMBER 2 – DESIGN-BUILD PROJECT

Project Name:

Project Location:

Owner:

Owner's Representative:

Owner's Representative's Phone #:

Owner's Representative's E-mail:

Design-Build Entity (for this project):

DBE's Representative:

DBE's Representative's Phone #:

DBE's Representative's E-mail:

Architect of Record (AOR):

AOR's Representative:

AOR's Representative's Phone #:

AOR's Representative's Email:

Construction Manager (CM):

CM's Representative:

CM's Representative's Phone #:

CM's Representative: Email:

Description of the Project and the Scope of Work Performed:

Total Value of Construction:

Original Completion Date:

Time Extensions Granted:

Actual Completion Date:

RECENT PROJECT COMPLETED INFORMATION SHEET

DBE – GC MEMBER

PROJECT NUMBER 3 – DESIGN-BUILD PROJECT

Project Name:

Project Location:

Owner:

Owner's Representative:

Owner's Representative's Phone #:

Owner's Representative's E-mail:

Design-Build Entity (for this project):

DBE's Representative:

DBE's Representative's Phone #:

DBE's Representative's E-mail:

Architect of Record (AOR):

AOR's Representative:

AOR's Representative's Phone #:

AOR's Representative's Email:

Construction Manager (CM):

CM's Representative:

CM's Representative's Phone #:

CM's Representative: Email:

Description of the Project and the Scope of Work Performed:

Total Value of Construction:

Original Completion Date:

Time Extensions Granted:

Actual Completion Date:

RECENT PROJECT COMPLETED INFORMATION SHEET

DBE – AOR MEMBER

PROJECT NUMBER 1 – DESIGN-BUILD PROJECT

Project Name:

Project Location:

Owner:

Owner's Representative:

Owner's Representative's Phone #:

Owner's Representative's E-mail:

Design-Build Entity (for this project):

DBE's Representative:

DBE's Representative's Phone #:

DBE's Representative's E-mail:

General Contractor (GC):

GC's Representative:

Contractor's Representative's Phone #:

Contractor's Representative's Email:

Construction Manager (CM):

CM's Representative:

CM's Representative's Phone #:

CM's Representative: Email:

Description of the Project and the Scope of Work Performed:

Total Value of Construction:

Original Completion Date:

Time Extensions Granted:

Actual Completion Date:

RECENT PROJECT COMPLETED INFORMATION SHEET

DBE – AOR MEMBER

PROJECT NUMBER 2 – DESIGN-BUILD PROJECT

Project Name:

Project Location:

Owner:

Owner's Representative:

Owner's Representative's Phone #:

Owner's Representative's E-mail:

Design-Build Entity (for this project):

DBE's Representative:

DBE's Representative's Phone #:

DBE's Representative's E-mail:

General Contractor (GC):

GC's Representative:

Contractor's Representative's Phone #:

Contractor's Representative's Email:

Construction Manager (CM):

CM's Representative:

CM's Representative's Phone #:

CM's Representative: Email:

Description of the Project and the Scope of Work Performed:

Total Value of Construction:

Original Completion Date:

Time Extensions Granted:

Actual Completion Date:

RECENT PROJECT COMPLETED INFORMATION SHEET

DBE – AOR MEMBER

PROJECT NUMBER 3 – DESIGN-BUILD PROJECT

Project Name:

Project Location:

Owner:

Owner's Representative:

Owner's Representative's Phone #:

Owner's Representative's E-mail:

Design-Build Entity (for this project):

DBE's Representative:

DBE's Representative's Phone #:

DBE's Representative's E-mail:

General Contractor (GC):

GC's Representative:

Contractor's Representative's Phone #:

Contractor's Representative's Email:

Construction Manager (CM):

CM's Representative:

CM's Representative's Phone #:

CM's Representative: Email:

Description of the Project and the Scope of Work Performed:

Total Value of Construction:

Original Completion Date:

Time Extensions Granted:

Actual Completion Date:

RECENT PROJECT COMPLETED INFORMATION SHEET

DBE – GC MEMBER

PROJECT NUMBER 1 – LARGEST PROJECT WITH A SIGNIFICANT ROLE IN LIEU OF A DESIGN-BUILD PROJECT

Project Name: _____
Project Location: _____
Owner: _____
Owner's Representative: _____
Owner's Representative's Phone #: _____
Owner's Representative's E-mail: _____

Design-Build Entity (for this project): _____
DBE's Representative: _____
DBE's Representative's Phone #: _____
DBE's Representative's E-mail: _____

Architect of Record (AOR): _____
AOR's Representative: _____
AOR's Representative's Phone #: _____
AOR's Representative's Email: _____

Construction Manager (CM): _____
CM's Representative: _____
CM's Representative's Phone #: _____
CM's Representative: Email: _____

Description of the Project and the Scope of Work Performed:

Total Value of Construction: _____
Original Completion Date: _____
Time Extensions Granted: _____
Actual Completion Date: _____

RECENT PROJECT COMPLETED INFORMATION SHEET

DBE – GC MEMBER

PROJECT NUMBER 2 – LARGEST PROJECT WITH A SIGNIFICANT ROLE IN LIEU OF A DESIGN-BUILD PROJECT

Project Name: _____
Project Location: _____
Owner: _____
Owner's Representative: _____
Owner's Representative's Phone #: _____
Owner's Representative's E-mail: _____

Design-Build Entity (for this project): _____
DBE's Representative: _____
DBE's Representative's Phone #: _____
DBE's Representative's E-mail: _____

Architect of Record (AOR): _____
AOR's Representative: _____
AOR's Representative's Phone #: _____
AOR's Representative's Email: _____

Construction Manager (CM): _____
CM's Representative: _____
CM's Representative's Phone #: _____
CM's Representative: Email: _____

Description of the Project and the Scope of Work Performed:

Total Value of Construction: _____
Original Completion Date: _____
Time Extensions Granted: _____
Actual Completion Date: _____

RECENT PROJECT COMPLETED INFORMATION SHEET

DBE – GC MEMBER

PROJECT NUMBER 3 – LARGEST PROJECT WITH A SIGNIFICANT ROLE IN LIEU OF A DESIGN-BUILD PROJECT

Project Name: _____
Project Location: _____
Owner: _____
Owner's Representative: _____
Owner's Representative's Phone #: _____
Owner's Representative's E-mail: _____

Design-Build Entity (for this project): _____
DBE's Representative: _____
DBE's Representative's Phone #: _____
DBE's Representative's E-mail: _____

Architect of Record (AOR): _____
AOR's Representative: _____
AOR's Representative's Phone #: _____
AOR's Representative's Email: _____

Construction Manager (CM): _____
CM's Representative: _____
CM's Representative's Phone #: _____
CM's Representative: Email: _____

Description of the Project and the Scope of Work Performed:

Total Value of Construction: _____
Original Completion Date: _____
Time Extensions Granted: _____
Actual Completion Date: _____

CERTIFICATION

I, the undersigned, on behalf of the Design-Build Entity, certify and declare that I have read all of the foregoing answers to this Statement of Qualifications and know their contents. The matters stated in the Questionnaire answers are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters I believe them to be true. I declare under penalty of perjury under the laws of the State of California, that the foregoing is correct.

(Printed Name of Design-Build Entity)

(Printed Name of Individual Firm)

(Printed Name Signatory)

(Signature)

(Date Signed)

(Printed Name of Design-Build Entity)

(Printed Name of Individual Firm)

(Printed Name Signatory)

(Signature)

(Date Signed)

Recent Completed Project Client Interview Questions

PART IV

RECENT COMPLETED CLIENT INTERVIEW QUESTIONS

Design-Build Entity (DBE) General Contractor (GC) Member

Note: The following questions are ones that the County interviewers may ask of the selected reference projects, and score value of each question. These questions are provided for information only.

The DBE should not fill in the answers on these pages.

The following questions may be used to interview selected contacts listed on the Recent Project Information Sheets submitted in Part IV. Interviewers may select up to three projects for interviews, including:

- one project from the list of projects labeled as DBE projects,
- one project from the list of projects labeled as AOR Member projects, and
- one project from the list of projects labeled as GC Member projects.

The County staff will review the projects, may select the ones to be interviewed and conduct the interviews. No action on the DBE's part is necessary. The following chart containing questions will be asked of the client interviewed and scored appropriately. One assigned County representative will ask questions from all of the listed respondent references and score each accordingly. The questions are listed here are for information only.

POTENTIAL INTERVIEW QUESTIONS	Points
<p>1. Are there any outstanding stop notices, liens, or claims by the GC that are currently unresolved on contracts for which notices of completion were recorded more than 120 days ago? #</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No If "yes," how many separate instances?</p> <p><i>10 pts for 0 instances; 5 pts for 1 to 2 instances and 0 pts for 3 or more instances</i></p>	
<p>2. Was the project a detention, correctional facility, justice facility or similar constructed in California?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>10 points for Yes. 0 points for No</i></p>	
<p>3. On a scale of 1 to 10, with 10 being the best, did the GC provide appropriate personnel?</p>	
<p>4. On a scale of 1 to 10, with 10 being the best, did the GC provide appropriate supervision?</p>	

POTENTIAL INTERVIEW QUESTIONS (continued)	Points
5. On a scale of 1 to 10, with 10 being the best, was there adequate equipment provided on the job?	
6. On a scale of 1 to 10, with 10 being the best, was the GC timely in providing reports, meeting minutes, schedule updates and other paperwork?	
7. On a scale of 1 to 10, with 10 being the best, did the GC adhere to the project schedule that was approved?	
8. On a scale of 1-10, with 10 being the best, rate the GC's performance in turning over Operation and Maintenance manuals, complete As-Built drawings, providing training and completing warranty items.	
9. On a scale of 1-10, with 10 being the best, rate the GC's performance for submitting reasonable claims on the project and for resolving the claims.	
10. On a scale of 1-10, with 10 being the best, rate the quality of the overall work on the project.	
11. On a scale of 1-10, with 10 being the best, was the GC cooperative with the Owner and Construction Manager?	
12. On a scale of 1-10, rate the GC's performance in resolving disputes in a fair and equitable manner.	
13. On a scale of 1-10, with 10 being the best, rate the GC's performance in completing the project on time.	
Total Score	
Maximum Possible Score is 130	

RECENT COMPLETED REFERENCE INTERVIEW QUESTIONS

Design-Build Entity (DBE) Architect of Record (AOR) Member

Note: The following questions are ones that the County interviewers may ask of the selected reference projects, and score value of each question. These questions are provided for information only.

The DBE should not fill in the answers on these pages.

The following questions may be used to interview selected contacts listed on the Recent Project Information Sheets submitted in Part IV. Interviewers may select up to three projects for interviews, including:

- one project from the list of projects labeled as DBE projects,
- one project from the list of projects labeled as AOR Member projects, and
- one project from the list of projects labeled as GC Member projects.

The County staff will review the projects, may select the ones to be interviewed and conduct the interviews. No action on the DBE's part is necessary. The following chart containing questions will be asked of the client interviewed and scored appropriately. One assigned County representative will ask questions from all of the listed respondent references and score each accordingly. The questions are listed here are for information only.

POTENTIAL INTERVIEW QUESTIONS	Points
1. Was the project a detention, correctional facilities, justice facilities or similar constructed in California? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>10 points for Yes. 0 points for No</i>	
2. On a scale of 1 to 10, with 10 being the best, did the AOR provide appropriate personnel?	
3. On a scale of 1 to 10, with 10 being the best, was the AOR timely in providing reports, meeting minutes, submittal reviews and other paperwork?	
4. On a scale of 1 to 10, with 10 being the best, did the AOR adhere to the project schedule that was approved?	
5. On a scale of 1-10, with 10 being the best, did the AOR exhibit good teamwork with the Owner and Construction Manager?	
6. On a scale of 1 to 10, with 10 being the best, was the AOR cooperative with the Owner and Construction Manager?	

POTENTIAL INTERVIEW QUESTIONS (continued)	Points
7. On a scale of 1 to 10, with 10 being the best, rate the AOR's performance in completing the work on time.	
8. On a scale of 1 to 10, with 10 being the best, rate the AOR's performance in working with the Owner and Construction Manager to appropriately address the Owner's operational and design concerns.	
9. On a scale of 1 to 10, with 10 being the best, rate the AOR's ability to provide the Owner with "Best Value" suggestions and approaches?	
10. On a scale of 1 to 10, with 10 being the best, was the AOR timely in updating the record documents and BIM model?	
Total Score	
Maximum Possible Score is 100	

Scoring Worksheets

SCORING WORKSHEETS

The rating of the Design Build Entity (DBE) is determined by: 1) confirming the information from the Essential Requirements; 2) adding the point value of all of the responses from the Scoring Questionnaires and; 3) adding the point value of all Reference Interview Questions. The table below gives the value of each scored question for the Essential Requirements and the Scoring Questionnaires.

The Scoring Worksheets list every essential requirement and scored question. The requirements and questions are abbreviated to capture the essence of the item. The abbreviation does not change the actual requirement or question as previously written.

PRE-QUALIFICATION QUESTIONNAIRE – PART II

Essential Requirements for the Design-Build Entity as a Whole

Question #	Requirement / Question	Yes	No	Score
1	Does the General Contractor (GC) Member possess a valid and current California contractor's license? <i>Yes = 0; No = 1</i>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Does the GC have commercial general liability insurance in the amounts designated? <i>Yes = 0; No = 1</i>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Does the GC have valid and current workers' compensation insurance? <i>Yes = 0; No = 1</i>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Has the GC attached a reviewed or audited financial statement? <i>Yes = 0; No = 1</i>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Has the GC attached a notarized surety statement? <i>Yes = 0; No = 1</i>	<input type="checkbox"/>	<input type="checkbox"/>	
6	Has the GC completed detention, correctional facilities, justice facilities or similar projects in California? <i>Yes = 0; No = 1</i>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Have any GC licenses been revoked or suspended in the last five years? <i>Yes = 1; No = 0</i>	<input type="checkbox"/>	<input type="checkbox"/>	
8	Has a surety firm completed a contract on behalf of the GC within the last five years? <i>Yes = 1; No = 0</i>	<input type="checkbox"/>	<input type="checkbox"/>	

Question #	Requirement / Question	Yes	No	Score
9	Is the GC ineligible to bid on or be awarded a public works contract? <i>Yes = 1; No = 0</i>	<input type="checkbox"/>	<input type="checkbox"/>	
10	Has the GC been convicted of a crime involving a public works contract? <i>Yes = 1; No = 0 pts</i>	<input type="checkbox"/>	<input type="checkbox"/>	
11	Has the GC ever been found liable or guilty for making any false claim or material misrepresentation? <i>Yes = 1 pt; No = 0 pts</i>	<input type="checkbox"/>	<input type="checkbox"/>	
12	Has the GC been convicted of a crime involving any law related to construction? <i>Yes = 1 pt; No = 0 pts</i>	<input type="checkbox"/>	<input type="checkbox"/>	
13	Has the GC been convicted of a crime of fraud, theft, or dishonesty? <i>Yes = 1 pt; No = 0 pts</i>	<input type="checkbox"/>	<input type="checkbox"/>	
14	Does the GC have an Experience Modification Rate (EMR) greater than 1.00? <i>Yes = 1 pt; No = 0 pts</i>	<input type="checkbox"/>	<input type="checkbox"/>	
15	Does the Architect of Record (AOR) Member possess a valid and current California professional license? <i>Yes = 0 pts; No = 1 pt</i>	<input type="checkbox"/>	<input type="checkbox"/>	
16	Does the AOR possess professional liability insurance in the amounts specified? <i>Yes = 0 pts; No = 1 pt</i>	<input type="checkbox"/>	<input type="checkbox"/>	
17	Does the AOR have valid and current workers' compensation insurance? <i>Yes = 0 pts; No = 1 pt</i>	<input type="checkbox"/>	<input type="checkbox"/>	
18	Has the AOR attached a reviewed or audited financial statement? <i>Yes = 0 pts; No = 1 pt</i>	<input type="checkbox"/>	<input type="checkbox"/>	
19	Has the AOR completed a detention, correctional facilities, justice facilities or similar project in California? <i>Yes = 0 pts; No = 1 pt</i>	<input type="checkbox"/>	<input type="checkbox"/>	
20	Have any AOR's license been revoked or suspended in the last five years? <i>Yes = 1 pt; No = 0 pts</i>	<input type="checkbox"/>	<input type="checkbox"/>	
21	Has the AOR been convicted of a crime involving a public works contract? <i>Yes = 1 pt; No = 0 pts</i>	<input type="checkbox"/>	<input type="checkbox"/>	

Question #	Requirement / Question	Yes	No	Score
22	Has the AOR ever been found liable or guilty for making any false claim or material misrepresentation? <i>Yes =1 pt; No =0 pts</i>	<input type="checkbox"/>	<input type="checkbox"/>	
23	Has the AOR ever been convicted of a crime involving any law related to design or construction? <i>Yes =1 pt; No =0 pts</i>	<input type="checkbox"/>	<input type="checkbox"/>	
24	Has the AOR ever been convicted of a crime of fraud, theft or dishonesty? <i>Yes =1 pt; No =0 pts</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Required Score is "0" for Essential Requirements The DBE is Disqualified if Score is Greater than "0"			TOTAL	<input type="text"/>

PRE-QUALIFICATION QUESTIONNAIRE - PART III: SUBPART A
Scored Questions for the General Contractor (GC) Member

Question #	Requirement / Question	Yes	No	Instances	Score
A1	How many detention, correctional facility, justice facility or similar has the GC constructed larger than 20,000 GSF? <i>15 pts for more than 5 projects; 10 pts per project for 5 or less projects</i>				
A2	How many years has the GC been in business in California as a licensed Contractor? <i>3-5 yrs = 1 pt; 6-8 yrs = 2 pts; 9-11 yrs = 3 pts; 12-14 yrs = 4 pts; 15 yrs or more= 5 pts</i>				
A3	Is the GC currently the debtor in a bankruptcy case? <i>Yes = 0 pts; No = 3 pts</i>	<input type="checkbox"/>	<input type="checkbox"/>		
A4	Was the GC or its associates in bankruptcy at any time in the last five years? <i>Yes = 0 pts; No = 3 pts</i>	<input type="checkbox"/>	<input type="checkbox"/>		
A5	Has the GC been assessed and paid liquidated damages of more than \$50,000 in the last five years? <i>0 to 1 projects = 5 pts; 2 projects = 3 pts; more than 2 = 0 pts</i>				
A6	Has the GC been prevented from bidding on public works projects in the last five years? <i>Yes = subtract 5 pts; No = add 5 pts</i>	<input type="checkbox"/>	<input type="checkbox"/>		
A7	Has any claim been filed by a public agency against the GC in the last five years? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for more than 2 instances</i>				
A8	Has the GC filed a claim (excluding Change Orders) in excess of \$50,000 against an owner in last five years? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for more than 2 instances</i>				
A9	Has any insurance carrier refused to renew the insurance policy for the GC? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for more than 2</i>				
A10	Has the GC been denied bond coverage by a surety company in the last five years? <i>Yes = 0 pts; No = 5 pts</i>	<input type="checkbox"/>	<input type="checkbox"/>		

Question #	Requirement / Question	Yes	No	Instances	Score
A11	Has Cal-OSHA cited and assessed penalties against the GC for any serious, willful or repeat violations in last five years? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for any other answer</i>				
A12	Has the Federal OSHA cited and assessed penalties against the GC in the last five years? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for any other answer</i>				
A13	Has the EPA, AQMD, or any RWQCB cited and assessed penalties against the GC in the last five years? <i>5 pts for 0 to 1 instance; 3 pts for 2 instances; 0 pts for any other answer</i>				
A14	Does the GC have personnel permanently assigned to safety? <i>3 pts for Yes; 0 pts for No</i>	<input type="checkbox"/>	<input type="checkbox"/>		
A15	Has the GC been issued an EMR for each of the last four years? <i>5 pts for .95 or less; 3 pts if between .96 and 1.00; 0 pts for any other answer</i>				
A16	How many Design-Build projects has the GC been involved with in the last ten years? <i>1-2 projects = 1 pts; 3-4 projects = 3 pts; more than 4 = 5 pts</i>				
A17	Does the GC's company have a compliant Illness and Injury Prevention Program (IIPP)? <i>5 pts for Yes; 0 pts for No</i>	<input type="checkbox"/>	<input type="checkbox"/>		
A18	Using last year's Cal-OSHA 200 Log, fill in the number of injuries and illnesses. <i>5 pts for 0 on items a-c; 0 pts for any other answer</i>				
Total for Scored CG Member Questions					
Maximum Possible Score is 94				TOTAL	

PRE-QUALIFICATION QUESTIONNAIRE - PART III: SUBPART B
Scored Questions for the Architect of Record (AOR) Member

Question #	Requirement / Question	Yes	No	Instances	Score
B1	How many detention or correctional facilities has the AOR designed? <i>15 pts for 5 or more; 3 pts per project for less than 5</i>				
B2	How many years has the AOR been in business in California? <i>3-5 yrs = 1 pt; 6-8 yrs = 2 pts; 9-11 yrs = 3 pts; 12-14 yrs = 4 pts; 15 yrs or more= 5 pts</i>				
B3	Is the AOR currently the debtor in a bankruptcy case? <i>Yes =0; No =3</i>	<input type="checkbox"/>	<input type="checkbox"/>		
B4	Was the AOR in bankruptcy at any time in the last five years? <i>Yes =0; No =3</i>	<input type="checkbox"/>	<input type="checkbox"/>		
B5	Has any claim been filed by a public agency against the AOR in the last five years? <i>5 pts for 0 to 2 instances; 3 pts for 3 instances; 0 pts for any other answer.</i>				
B6	Has the Architect Member filed a claim in excess of \$50,000 against an owner in the last five years? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for any other answer.</i>				
B7	Has any insurance carrier refused to renew the insurance policy for the AOR? <i>5 pts for 0 to 2 instances; 3 pts for 3 instances; 0 pts for any other answer</i>				
B8	How many Design-Build projects has the AOR been involved with in the last ten years? <i>12 pts for 6 or more; 2 pts per project for less than 6</i>				
Total for Scored Architect (AOR) Member Questions					
Maximum Possible Score is 53				TOTAL	<input type="text"/>

PRE-QUALIFICATION QUESTIONNAIRE - PART IV
RECENT CONSTRUCTION PROJECTS COMPLETED
Scored Reference Projects for the General Contractor (GC)
Member and the Architect of Record (AOR) Member

GC list no more than three (3) projects in any category, and AOR list no more than three (3).

Project Type	Project Name	Location	Score
General Contractor (GC) Member - Design-Build Projects			
1. Design-Build Project #1			
2. Design-Build Project #2			
3. Design-Build Project #3			
Architect of Record (AOR) Member – Design-Build Projects			
4. Design-Build Project #1			
5. Design-Build Project #2			
6. Design-Build Project #3			
General Contractor (GC) Member - Largest Projects with a Significant Role			
7. Significant Role Project #1			
8. Significant Role Project #2			
9. Significant Role Project #3			
Total of All Six (6) Recent Completed Project Scores			
Average of All Six (6) Recent Completed Project Scores			

COMPOSITE SCORECARD

		Maximum	Minimum	DBE Score
Part I	Information about DBE	N/A	N/A	N/A
PART II	Essential Requirements	Pass	No Pass	
PART III	Scored Questions for DBE Members			
Subpart A	General Contractor (GC) Member	94	0	
Subpart B	Architect of Record (AOR) Member	53	0	
Subtotal	PART III Combined Score	147	0	
PART IV	Recent Construction Projects Completed (20% of Total)			
GC	General Contractor (GC) Member <i>(Total Maximum Points 130)</i>	26	0	
AOR	Architect of Record (AOR) Member <i>(Total Maximum Points 100)</i>	20	0	
TOTAL	PARTS III & IV	193	0	

Attachment 1: Project Key Milestone Schedule

ANTICIPATED PROJECT KEY MILESTONE SCHEDULE

The projected project key milestones are as follows:

1.0 Request for Qualifications (RFQ)

- | | | |
|-----|--|----------------|
| 1.1 | County Publishes Notice in Local Newspapers | March 26, 2019 |
| 1.2 | County Issues RFQ | March 26, 2019 |
| 1.3 | Deadline for DBE to Submit RFQ Questions | April 11, 2019 |
| 1.4 | Deadline for DBE to Submit Statement of Qualifications (SOQ) / Response to RFQ | April 18, 2019 |

2.0 Evaluation of Statement of Qualifications (SOQ)

- | | | |
|-----|---|-------------------------|
| 2.1 | County Reviews / Confirms Completeness of SOQ Submittals | April 18 – June 1, 2019 |
| 2.2 | DBE Corrects and Resubmits SOQ Clerical, Non-Substantive Errors (if required) | May 17, 2019 |
| 2.3 | County Interviews with DBE Teams (Optional) | June 14, 2019 |
| 2.4 | County Completes Reviewing and Scoring of the SOQs | July 1, 2019 |
| 2.5 | County Notifies DBE Teams of Shortlist (Conditional) | July 15, 2019 |
| 2.6 | County Board of Supervisors Approves DBE Shortlist | July 23, 2019 |

3.0 Request for Proposals (RFP)

- | | | |
|-----|--|-------------------------|
| 3.1 | Obtain Approvals from BSCC, SFM, DOF, DGS | July 15 – Oct. 15, 2019 |
| 3.2 | County Issues Request for Proposals | November 1, 2019 |
| 3.3 | DBE (Select, Negotiation, and Award) | January 30, 2020 |
| 3.4 | County Board of Supervisors Approves Selected DBE Team (Conditional) | February 11, 2020 |

4.0 Design and Construction Phase

- | | | |
|-----|--|-------------------|
| 4.1 | County Issues Notice to Proceed for Design | March 16, 2020 |
| 4.2 | County Issues Notice to Proceed for Construction | September 2, 2020 |
| 4.3 | Final Completion of Construction | November 15, 2021 |

5.0 Facility Occupancy

- | | | |
|-----|---------------------------|-------------------------|
| 5.1 | Final Occupancy Completed | January / February 2022 |
|-----|---------------------------|-------------------------|

Attachment 2: Siskiyou County Jail Expansion Site Plan

Attachment 3: Declaration for Skilled Trained Workforce

SISKIYOU COUNTY
AB900 LOCAL JAIL CONSTRUCTION FINANCING PROGRAM, PHASE II
DESIGN BUILD ENTITY DECLARATION
SKILLED & TRAINED WORKFORCE

Apprenticeship Employment on Public Works

Pursuant to Labor Code Section 1777.5, the Contractor and any subcontractors, shall employ and train workers in apprenticeable crafts.

Skilled and Trained Work Force

The Design-Build Entity shall be required to use a skilled and trained workforce during the construction by the general contractor and its subcontractors, that perform work on these projects that fall within an apprenticeable occupation in the building and construction trades pursuant to Chapter 2.9 (commencing with Section 2600) of Part 1 of the Public Contract Code.

As a supplement to the Statement of Qualifications (SOQ) submitted in response to the Request for Qualifications (dated March 26, 2019), the Design-Build Entity shall prepare a commitment certifying that a skilled and trained workforce shall be used on this project. In addition, the Design Build Entity shall provide the County with written evidence, on a monthly basis while the projects or contracts are being performed, that the entity and its subcontractors are complying with the requirements of this subdivision.

Declaration:

I, _____, authorized agent of the Design-Build Entity, hereby declare that _____ (Design-Build Entity) will comply with all other provisions of law applicable to the Project, including, but not limited to, the requirements of Chapter 1 (commencing with Section 1720) of Part 7 of Division 2 of the Labor Code, and I commit that the Design-Build Entity and its subcontractors at every tier will use a skilled and trained workforce to perform all work on the project or contract that falls within an apprenticeable occupation in the building and construction trades, in accordance with Chapter 2.9 (commencing with Section 2600) of Part 1. Of the Public Contract Code.

Signed Name: _____ Date: _____

Printed Name: _____

Company: _____

Attachment 4: Document and Affidavit Checklist

SISKIYOU COUNTY AB900 PROJECT DOCUMENT & AFFIDAVIT CHECKLIST

Statement of Qualifications

The SOQ (USB thumb drive and hard copies) and required financial statements must be submitted in a sealed envelope.

- One (1) USB thumb drives containing digital copies of the SOQ.
- Three (3) fully completed, signed, printed hard copies with required attachments of the SOQ.
- Three (3) printed hard copies of the required audited financial statements for the last three (3) fiscal years. For confidentiality, these financial statements are to be provided in a labeled, sealed envelope.

Part I: Information About the DBE & Each Proposed Firm

- Lead Person or Firm
- Listing of all Design-Build Projects completed within the last seven (7) years with the same GC and AOR Team.
- Information About the GC Member of the DBE
- Bonding Capacity: Provide a notarized statement from your surety insurer
- Letter from Workers' Compensation Carrier showing your Experience Modification Rate for the Past Four Years
- Information About the AOR Member of the DBE

Part II: Essential Requirements for the DBE as a Whole

- Sub-Part A: Essential Requirements for the GC Member of the DBE
 - Financial Statement
- Sub-Part B: Essential Requirements for the AOR Member of the DBE

Part III: Scored Questions for Members of the DBE

- Sub-Part A: Scored Questions for the GC Member
- Sub-Part B: Scored Questions for the AOR Member

Part IV: Recent Construction Projects Completed

GC list no more than three (3) projects in any category, and AOR list no more than three (3).

- Recent Project Completed Information Sheets (GC Member): Projects 1 – 3
- Recent Project Completed Information Sheets (AOR Member): Projects 1 – 3
- Recent Project Completed Information Sheets (GC Member) Largest Project with a Significant Role in Lieu of a Design-Build Project: Projects 1 - 3
- Certification

Attachment 3

- Signed Declaration for Skilled Trained Workforce