



SAN MATEO COUNTY  
**COMMUNITY**  
COLLEGE DISTRICT

# 2014 Contractor Prequalification

**Non-Mandatory Conference**

**District Office Board Room**

**November 13, 2013**

# Prequalification Conference

- Presenters from SMCCCD
  - José D. Nuñez, LEED AP
    - Vice Chancellor, Facilities Planning, Maintenance & Operations
  - Karen Powell
    - Director, Maintenance & Operations, Facilities
  - Ludmila Prisecar
    - Financial Analyst, Facilities Planning
  - Yanelly Pulido
    - Administrative Assistant
- Non-Mandatory Conference
- Sign – In
- Basket of Business Cards

# SMCCCD's Contractor Prequalification

- **Public Contract Code §20111.5** et seq gives community colleges the option to prequalify construction contractors up to four times annually.
- **SMCCCD's Board of Trustees** has **mandated** that we prequalify contractors, as a quality control best practice.
- SMCCCD prequalifies contractors on an **annual basis**, for a **calendar year period**.
- Only the pool of prequalified contractors may bid on public works projects in that period.
- If the pool is inadequate, we will ensure the bidding pool is expanded through subsequent mid-year prequalification efforts or project-specific qualification initiatives.

# Prequalification Criteria

- General Information
- Firm Experience
- Litigation and Arbitration History
- Safety Record
- **Prevailing Wage Provisions**
- **Insurance Requirements—OCIP**
- Bonding/Financial Information
- **Ability to execute District's Construction Contract**

# Who Should Prequalify?

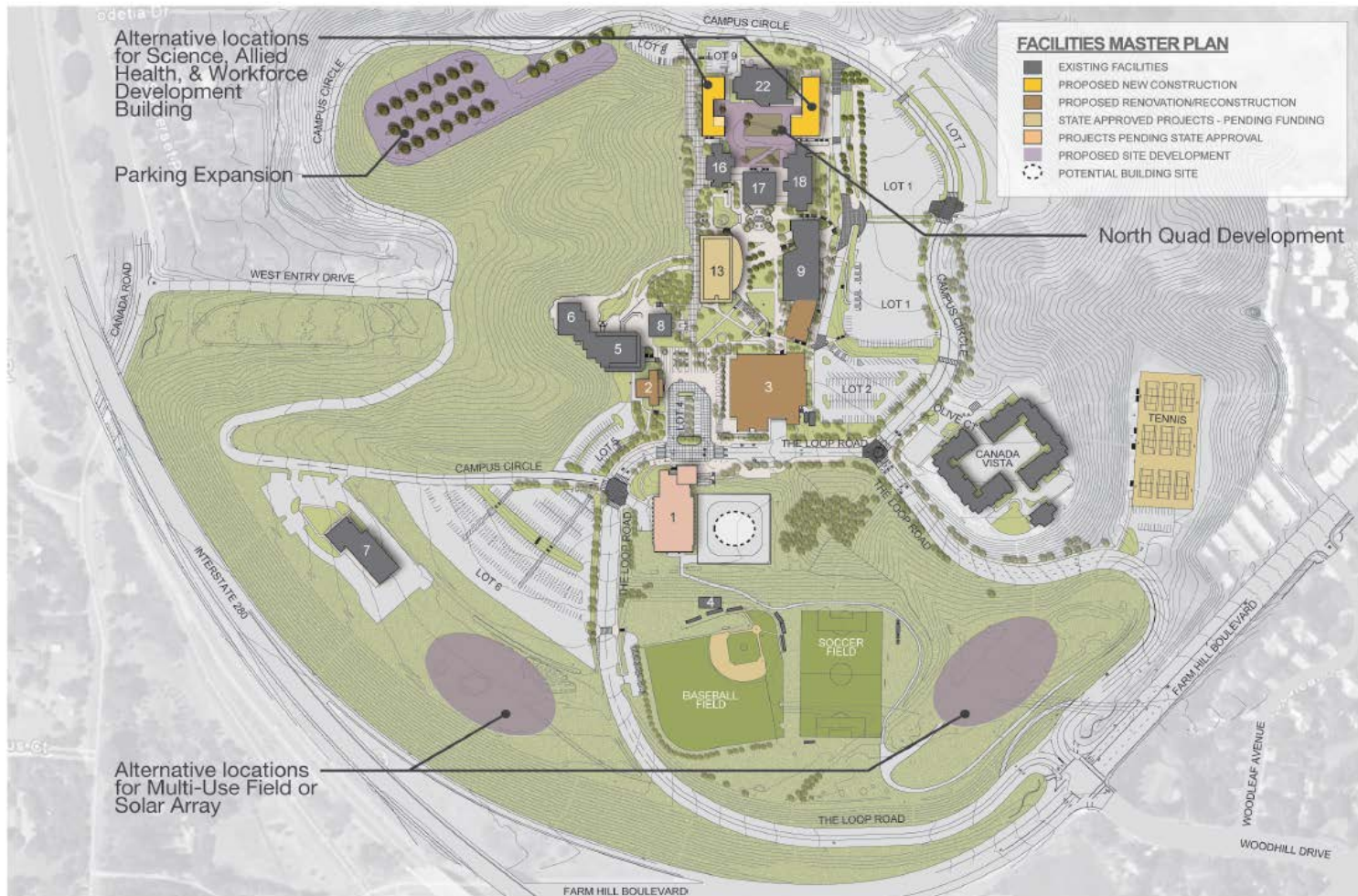
- All **contractors** who enter into prime contracts with the District must be pre-qualified to bid
- The District will not accept bids from **contractors** that are not pre-qualified
- Subcontractors that are bidding to general contractors do not have to be prequalified although it is highly desirable.
- Specialty contractors are strongly encouraged to participate in this pre-qualification effort, as the District often has needs for smaller projects and is able to contract directly with specialty contractors, once they are prequalified

# Contractor Prequalification Timeline

- Online Applications Due:
  - December 9, 2013, 2:00 pm
- Notification of 2014 Prequalified Contractors:
  - January, 2014



# Cañada College



# College of San Mateo





# Skyline College



# Contractor Prequalification Orientation

- Web Site Overview
  - <http://www.smccd.edu/accounts/smccd/departments/facilities/>
- All applicants must complete entire application

# Application Demonstration

- On-line Application
  - Overview of application
    - <http://www.smccd.edu/accounts/smccd/departments/facilities/PreQualHowTo.shtml>

# Application Lessons Learned

- On-line Application
  - Print the application worksheet for your reference
  - Email address of person submitting is the email address though which we'll communicate
  - Uploaded documents should be in PDF format
  - Financial Statements need to be either Audited or Certified
  - Once application is **submitted** it is locked and no further edits can be made

# Question & Answer

<http://www.smccd.edu/plan>

(650) 358-6785

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