

SUBCONTRACTOR QUESTIONNAIRE

Please fill out the attached questionnaire packet and return with your proposal. The questionnaire includes

- I. Performance
- II. Experience
- III. License
- IV. Insurance
- V. Surety
- VI. Safety
- VII. Arbitration & Litigation

Proposals returned without a completed questionnaire packet may not be considered.

I. PERFORMANCE HISTORY

1. Has your firm ever failed to complete a public contract within the authorized contract time?

Yes _____ No _____ If yes, please identify the project(s) and explain:

2. At any time during the last five years, has your firm been assessed and paid liquidated damages after completion of a project, under a construction contract with either a public or private entity?

Yes _____ No _____ If yes, please identify the project(s) and explain:

3. Are there any outstanding liens/stop notices for labor and/or material filed against your firm on any contracts which have been done or are being done by your firm?

Yes _____ No _____ If yes, please identify the project(s) and explain:

4. In the last five years, has your firm, or any firm which any of your company's owners, officers or partners was associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason?

Yes _____ No _____ If yes, please identify the project(s) and explain:

5. In the last five years, has your firm been denied an award of a public works contract on a finding by a public agency that your company was not a responsible bidder?

Yes _____ No _____ If yes, please identify the project(s) and explain:

II. EXPERIENCE HISTORY

1. List the two (2) largest *public works* contracts completed in the past seven (7) years:

Project Description	Year Completed	Owner	Owner's Contact Information	Contract Amount
				\$
				\$

2. List two (2) current principle Suppliers.

Company	Material or Service Provided	Contact Person	Phone #

3. List all projects completed for school district, including community college districts, in the past seven (7) years that have not been listed above: (Attach separate sheet if necessary)

Project Description	Year Completed	Owner	Owner's Contact Information	Contract Amt. \$
				\$
				\$
				\$
				\$
				\$
				\$
				\$

III. LICENSE & BACKGROUND INFORMATION

Contractor: _____
(Name as it appears on license)

Check one of the following

- Corporation
- Partnership
- Sole Proprietorship
- Joint Venture

Address: _____

City, State, Zip: _____

Phone Number: _____ Fax Number: _____

License Number(s): _____ License(s) Type: _____

Tax ID Number: _____

Date Business Formed: _____ Date Incorporated: _____

If a corporation, under the laws of what state was corporation organized: _____

1. How many years has your organization been in business in California as a contractor under your present business name and license number? _____
2. How many years has your organization completed work for public agencies? Years: _____
3. How many school projects has your firm completed in California in the past five (5) years? _____
4. Has your organization ever licensed in California under a different name or different license number? Yes _____ No _____

If yes, please list all names and license numbers. (Use a separate sheet if necessary)

5. Has there been any recent change in the control of your organization? Yes _____ No _____

If yes, please explain (use a separate sheet if necessary)

6. Is your organization or its principals connected with other companies as a subsidiary, parent, holding or affiliate? Yes _____ No _____

If yes, list all names and license numbers, (use a separate sheet if necessary)

7. List annual gross income for the last three (3) years:

Year: _____ \$ _____

Year: _____ \$ _____

Year: _____ \$ _____

8. Are you currently pre-qualified with any other school district? Yes _____ No _____

If yes, please identify the school district(s) with contact information and the dollar rating that you have been pre-qualified for at such school district(s)? (Use separate sheet if necessary)

9. Is your firm currently the debtor in a bankruptcy case? Yes _____ No _____

10. If your firm is not currently in bankruptcy, was your firm in bankruptcy at any time during the last five years? Yes _____ No _____

11. List all corporate officers, partners, proprietors, owners and key personnel:

Name	Yrs w/ firm	Position	% of Ownership

12. Has your firm 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 _____

If yes, please explain: _____

13. Has your firm or any of its owners, officers, or partners even been convicted of a crime?
Yes _____ No _____

If yes, please explain: _____

14. Has any California State License Board held by your firm or its Responsible Managing Employee (RME) or Responsible Managing Officer (RMO) been suspended or revoked within the past five years? Yes _____ No _____

If yes, please explain: _____

15. In what type of construction do you specialize: _____

IV. INSURANCE INFORMATION

1. Do you currently have a minimum of \$2,000,000.00 combined comprehensive single limit liability insurance? Please provide a Certificate of Insurance as verification.

Yes _____ No _____

Insurance Company: _____

Address: _____

City, State, Zip: _____

Phone Number: _____ Fax Number: _____

Contact Person: _____

2. How long have you been with this insurance company? _____

If less than two years, please list prior insurance companies below:

Insurance Company	Address	Phone	Contact Person	Years (s)

3. In the last five years, has any insurance carrier, for any form of insurance, refused to renew the insurance policy of your firm? Yes _____ No _____

If yes, please explain: _____

V. SURETY INFORMATION

Provide a statement listing names of all surety companies, not agencies, utilized by prospective bidder in the last five (5) years. State whether the surety or sureties bonding bidder's projects have been required or requested to complete any part of the bidder's work during the last five years.

Please provide a letter stating bondability for this project from current surety company.

Surety Company	Contact Person	Address	Phone / Fax No.	Largest Bond	Year

1. During the last five years, has your firm ever been denied 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, please explain: _____

2. At any time during the past five years, has any surety company made any payments on your firm's behalf to satisfy any claims made against a performance or payment bond issued on your firm's behalf in connection with a construction project, either public or private?
Yes _____ No _____

If yes, please explain: _____

3. Has your firm ever failed to complete a contract? Yes _____ No _____

If yes, please explain: _____

4. How many projects is your firm currently bonded for? _____

5. What are the contract amounts your firm has currently bonded?

Contracts	Amount Bonded

VI. SAFETY PROGRAM & WORKERS' COMPENSATION

1. List your firm's Experience Modification Rate (EMR) (California's Workers' Compensation Insurance) for each of the past premium years:

Current Year: _____

Previous Year: _____

Year Prior to Previous Year: _____

2. Has any one of the following agencies: the Federal Occupational Safety and Health Administration, the EPA or any Air Quality Management District cited and assessed penalties against your firm in the past five years? (*Note: If you filed an appeal of a citation and the Appeals boards has not yet ruled on your appeal, you need not include information about it.*)

If yes, please explain: _____

3. Within the last five years, has there ever been a period when your firm had employees but was without workers' compensation insurance or state-approved self-insurance?

If yes, please explain: _____

4. Has CAL OSHA cited and assessed penalties against your firm for any "serious", "willful" or "repeat" violations of its safety or health regulations in the past five years? (*Note: If you filed an appeal of a citation and the Appeals boards has not yet ruled on your appeal, you need not include information about it.*)

If yes, please explain: _____

VII. ARBITRATION & LITIGATION HISTORY

NOTE: The following two questions refer only to disputes between your firm and the owner or a project. You need not include information about disputes between your firm and a supplier, another contractor or subcontractor. You need not include information about “pass-through” disputes in which the actual dispute is between it subcontract and a project owner. Also, you may omit reference to all disputes involving amounts of less than \$50,000.00.

1. In the past five years, has any claim against your firm concerning your firm’s work on a construction project, been **filed in court or arbitration?** Yes _____ No _____

If yes, please provide 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):

2. In the past five years, has any claimant against your firm made any claim against a project owner concerning work on a project or payment for a contract, and **filed that claim in court or arbitration?** Yes _____ No _____

If yes, please 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):
