

Board of Trustees Agenda Item

Board Meeting Date: August 29, 2011

Title of Item: Adopt Procedures for Pre-qualification of Prospective Bidders for Public Projects

Background and Analysis:

Public Contract Code section 20651.5 and Public Contract Code section 20101 allow Community College Districts to require licensed contractors to pre-qualify for the right to bid on public projects (as defined in Public Contract Code section 22002). The purpose of pre-qualification is to ensure that all prospective bidders have the appropriate construction experience and financial capacity to perform the work. The laws require that Community College Districts (1) use a standardized questionnaire for the pre-qualification process, (2) adopt a uniform system of rating bidders on objective criteria to determine qualification, and (3) create an appeal procedure by which a contractor that has been found to be unqualified will receive a due process hearing if it chooses to dispute the District's finding.

Members of the District's construction management team have concluded that prime contractors on certain public projects should be pre-qualified to (a) ensure the financial stability of the contractors, and to (b) promote safety, quality, timeliness, and cost effectiveness in the construction of the projects. The construction management team will determine when the pre-qualification procedure should be implemented.

A draft of the pre-qualification documents is on record in Purchasing Services. Before concluding each pre-qualification process and advertising for competitive bids, the Purchasing Department will report the results to the Board of Trustees. At that time, the Board can choose to either:

1. Accept the list of Prime Contractors who met all of the pre-qualification requirements as the only contractors who are "pre-qualified" to bid on the project, OR
2. Cancel the pre-qualification procedure for Prime Contractors for that particular project(s).

The pre-qualification of contractors shall be valid for one year for the specified project(s) if accepted by the Board of Trustees.

Recommendation:

The Director of Purchasing Services recommends the Board adopt the procedures for pre-qualification of prospective bidders for public projects in accordance with Public Contract Code section 20651.5 and Public Contract Code section 20101

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Is backup provided?	No