



**APPLICATION FOR PRE-QUALIFICATION
FOR GENERAL CONTRACTORS
FOR THE
L TOWER SEISMIC PROJECT**

RIO HONDO COMMUNITY COLLEGE DISTRICT

May 2016

TABLE OF CONTENTS

1.	General Information.....	1
2.	Quick Check: Should I Fill Out This Application?	4
3.	License & Background Information	5
4.	Insurance Information.....	8
5.	Surety Information	9
6.	Performance	11
7.	Safety Program & Workers' Compensation	12
8.	Industrial Safety Record	14
9.	Arbitration and Litigation History.....	16
10.	Financial Information.....	17
11.	Accountant's Release Letter	19
12.	General Letter of Credit.....	20
13.	Financial Institution Release Letter	21
14.	Pre-qualification Statement/ Declaration	22
15.	Supplemental Questions/ Requirements	23



GENERAL INFORMATION

In March 2004, the voters of the Rio Hondo Community College District (“District”) voted in favor of a local general bond obligation in the sum of \$245,000,000, commonly referred to as “Measure A”, in order to fund capital improvements to the District’s Rio Hondo College campus located at 3600 Workman Mill Road, Whittier, California. The District intends to enter into contracts with general contractors to construct public works of improvement funded by Measure A as well as state and other funds. The District is dedicated to encouraging full participation of local minority, small and other disadvantaged businesses in its projects.

Public Contract Code §20651.5 permits the governing board of any community college district to require each prospective bidder for a contract, as described under §20651, to complete and submit to the district a standardized questionnaire and financial statement in a form specified by the district, including a complete statement of the prospective bidder’s financial ability and experience in performing public works. In accordance with §20651.5, the District has developed a Pre-Qualification Application (“Application”) which must be completed in advance by all firms seeking to bid on the upcoming Bid #2049- L Tower Seismic project (“Project”).

The Application is required to submit a bid for the Project. Additionally, the District may, at any time, specifically request a new statement, in which case, the Contractor must comply within thirty (30) days, or the rating on file may, at the discretion of the District, be considered expired. A contractor may also file new statements at more frequent intervals, if there is substantial change in the Contractor’s financial status, and a new rating based on the latest statement will be issued. In no case will pre-qualification remain in effect longer than one (1) calendar year from the date of notice of pre-qualification.

A person who is knowledgeable and duly authorized to attest to the past and present operations of the Applicant and its policies must complete the Application. An Application certification page must be signed by the preparer and by at least one general partner, owner, principal, or executive officer of the firm who is authorized to legally commit the firm. More than one certification page may be necessary. All questions must be answered. Financial statements submitted with this Application shall not be prepared by any individual who is in the regular employ of the firm submitting the statement, nor by any individual or entity who has more than a ten percent (10%) financial interest in the firm’s business. If the individual or entity that prepared a financial statement submitted with this Application has any financial interest in the firm’s business, the firm shall notify the District of such financial interest in a separate signed statement accompanying this Application.

Disclaimers, general statements with global qualifications, or notations of “Not Applicable” are not acceptable. Any pages containing supplemental information, and other documentation which the Applicant submits to ensure full disclosure, should be attached to the Application. Each page must contain the Applicant’s name and tax identification number. Applicants are encouraged to

submit Applications as soon as possible to allow Pre-Qualification prior to submission of a bid or proposal. Completed pre-qualification forms should be submitted thirty (30) days prior to bid, or as advertised.

The Applicant must provide current, accurate, and complete information. Incomplete or inaccurate documentation may result in denial of Pre-Qualification. The District reserves the right to verify the information submitted by the Applicant, in any related documents, or by supplemental information or data as necessary. If it is determined that false information or data was submitted in conjunction with the Application, the District may deny Pre-Qualification, revoke previously granted approval, or, if an award has been made, may terminate the contract without prejudice and without damage or cost to the District.

“You”, “Yours” or similar terms as used herein refers to the Applicant’s firm and any of its owners, officers, principals and qualifying individuals. Any references to owners, officers, principals or partners herein shall include any qualifying individuals including any current or past (within the last five years) RME’s or RMO’s, any current owner, officer, principal or partner of the Applicant who was an owner, officer, principal or partner of a different entity with a different contractor’s license within the last five years. If two or more business entities submit a bid on a project as a Joint Venture, or expect to submit a bid as part of a Joint Venture, each entity within the Joint Venture must be separately qualified to bid.

All costs associated with completion of the Application shall be borne by the Applicant. The District shall not, in any event, be liable for any expense incurred by the Applicant in connection with the preparation, completion or submission of the Application. The responses and financial statements submitted in conjunction with the Applicant’s Application shall not be deemed public records and shall not be open to public inspection.

The Pre-Qualification of a prospective Applicant shall not limit or preclude the District’s subsequent consideration of a Pre-Qualified Applicant’s responsibility on factors other than the prospective Applicant’s financial qualifications. (See Public Contract Code §20651.5.)

Mail completed Application to:

Rio Hondo Community College District
Jerry Quemada, Program Manager
Rio Hondo Program Management Team
3600 Workman Mill Road, Trailer HS6
Whittier, CA 90601-1699

The following can result in denial of Pre-Qualified status:

1. Failure to submit any material information required on the questionnaire;
2. Deliberate submission of false information;
3. Debarment, finding of non-responsibility, or suspension (with finding) by any public entity;
4. Conviction of a crime or public offense;
5. Contact with the District’s Board members regarding this pre-qualification

- process; or
6. Any combination of substantive factors such as, but not limited to, disregard of laws and regulations, history of failure to perform in other contracts, unresolved tax liens, etc., which, in the sole discretion of the District, do not meet the standards of fitness or reliability expected from contractors wishing to do business with the District.

Once the review and evaluation is complete, the Applicant will be notified by letter whether the Pre-Qualification has been approved or denied. Applicants will be notified of their pre-qualification rating by Fax. Notification will be made as soon as possible, but not later than 24 hours prior to bid opening.

Any Applicant denied Pre-Qualification has a right to appeal the decision. The Applicant has five (5) business days from the date of receipt of the Denial Notification to file a written appeal with the Facilities Development Department at the Application submittal address shown above. There is no appeal from a finding that an Applicant is not pre-qualified because of a late application or a failure to submit required information. Unless an Applicant files a timely appeal, the Applicant waives any and all rights to challenge the qualification decision of the District, whether by administrative process, judicial process or any other legal process or proceeding. The District reserves the right to resolve appeals before or after bid opening or award of any contract. The date for submission and opening of bids for a specific project and any subsequent contract award will not be delayed or postponed to allow for completion of an appeal process.

After receipt of a request for appeal, the District will provide the Applicant any supporting evidence that has been received from others or adduced as a result of an investigation by the District. The appealing Applicant will be provided an opportunity to rebut any evidence. The District, in its sole discretion, may conduct a hearing regarding the prospective bidder's timely appeal. If such a hearing is conducted, the prospective bidder consents to the District's Superintendent/ President, or his or her designee, to act as the hearing officer.

The District reserves the right to amend the Application at any time. The District reserves the right to waive minor irregularities and omissions in the information contained in any Application submitted and to make all final determinations. Additionally, a determination by the District that an Applicant is pre-qualified does not amount to a final determination that such prospective bidder is responsible or responsive for purposes of bid evaluation. The District may, in accordance with applicable law reject a pre-qualified Applicant's bid, and the District may additionally reject all bids if it determines such action is in the best interest of the public.

SUPPLEMENTAL QUESTIONS/ REQUIREMENTS

All Applicants must submit responses to the additional supplemental questions and meet the supplemental requirements set forth at the end of this Application for Bid # 2049- L Tower Seismic project.

QUICK CHECK

Should I fill out this Application?

The following are screening statements which will be used to determine whether or not you should proceed to submit a pre-qualification package.

You must be able to answer “YES” to each statement below. Failure to meet all of the requirements set forth below may result in the Applicant being automatically not pre-qualified.

1. I am bidding as the prime contractor.
2. I am intending to bid Bid #2049- L Tower Seismic project.
3. I am appropriately licensed and bondable.
4. I have an audited or reviewed financial statement that is less than 12 months old. A compilation is not acceptable.
5. I have completed at least three (3) public works construction projects within the last five (5) years. (“Public works construction projects” is defined as facilities built for government agencies including school districts, community college districts, special districts, local, county, state and federal agencies requiring prevailing wage rates paid to workers.)
6. I am eligible to bid on a public works contract as per §1777.1 of the Labor Code.
7. I am currently and properly registered with the Department of Industrial Relations pursuant to Labor Code §1725.5.
8. In the last five years, I have not been denied an award of a public works contract based on a finding by a public agency that my company was not a responsible bidder or have not been found to be a non-responsible contractor.
9. I can meet the minimum safety requirements specified by the District’s Owner Controlled Insurance Program (“OCIP”), if applicable, as follows:
 - a. I have a Workers’ Compensation Modifier (EMR) of 1.25 or less composite average measured over the last five (5) years.
 - b. I have had no more than five (5) serious violations and no more than two (2) serious repeat violations of OSHA requirements in the past five (5) years.
 - c. I have had NO willful OSHA violations.
 - d. I have an Injury and Illness Prevention Program (“IIPP”).

If you can answer **YES** to all of the above statements, please proceed with completion of this Application.

LICENSE & BACKGROUND INFORMATION

Contractor: _____
(as name appears on license)

Check one of the following:

- Corporation
- Partnership
- Sole Proprietorship
- Joint Venture

Address: _____

City, State, Zip: _____

Phone Number: _____ Facsimile Number: _____

Email: _____

License Number(s): _____

Expiration Date: _____

D.I.R. Registration Number: _____

Tax ID Number: _____

Date Business Formed: _____ Date Incorporated: _____

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

How many years has your organization been in business in California as a contractor under your present business name and license number? _____

Is your firm currently the debtor in a bankruptcy case? yes _____ no _____

If your firm is not currently in bankruptcy, was your firm in bankruptcy at any time during the last five years? yes _____ no _____

If yes, please explain: _____

Has there been any recent change (last four years) in control of your firm? yes _____ no _____

If yes, please explain: _____

Is your firm or its owners connected with other companies as a subsidiary, parent, holding or affiliate? yes _____ no _____

If yes, please explain: _____

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

Name	Yrs w/ Firm	Position	% of Ownership	Social Security #

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: _____

Has your firm, or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, local law or regulatory violations related to construction? yes _____ no _____

If yes, please explain: _____

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: _____

In what type of construction do you specialize: _____

What was the largest amount of work completed in one year: _____

of projects: _____ year: _____ amount of largest project: _____

INSURANCE INFORMATION

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

yes _____ no _____ (Please provide a current Certificate of Insurance as verification)

Insurance Company: _____

Address: _____

City, State, Zip: _____

Phone Number: _____ Facsimile Number: _____

Email: _____

Contact Person: _____

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	Year(s)

In the last five years, has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm? yes _____ no _____

If yes, please explain: _____

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 bidder's work during the last five (5) years. *Please provide a letter stating bidder's bondability for any one single project and bondability for all projects in the aggregate from the current surety company.*

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

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, explain: _____

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, explain: _____

Has your firm ever failed to complete a contract? yes _____ no _____

If yes, explain: _____

How many projects is your firm currently bonded for, specifically performance bonds?

What are the contract amounts your firm has currently bonded?

Contracts	Amount Bonded

PERFORMANCE

What size projects do you feel your firm can undertake?

Single project \$_____ Total work in progress (aggregate value of all projects under contract whether started or not) \$_____

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

yes _____ no _____ If yes, explain: _____

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

yes _____ no _____ If yes, explain: _____

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, explain: _____

In the last five years, has you firm, or any firm with 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, explain: _____

In the last five years, has your firm been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible bidder or found to be a non-responsible contractor?

yes _____ no _____ If yes, explain: _____

SAFETY PROGRAM & WORKERS' COMPENSATION

Each bidder shall submit a copy of the bidder's established safety/injury prevention program which complies with the Contract Documents and all applicable governmental regulations. After determination of the successful bidder, its subcontractors must submit a copy of their respective safety/injury prevention programs within five (5) days of the District's request.

If the bidder and/or its subcontractors have not established a safety/injury prevention program, the bidder and/or its subcontractors agree to implement a mutually agreed upon Project Safety Plan prepared by the District taking into account the bidder's experience, expertise, existing labor agreements relating to safety issues and any unique safety issues relating to the project. If the bidder and/or its subcontractors have established a safety/injury prevention program, but the District determines it does not comply with the Contract Documents, all applicable governmental regulations, or is deficient for any reason whatsoever, the bidder and/or its subcontractors agree to implement a mutually agreed upon Project Safety Plan prepared by the District.

Bidder: _____

Signature: _____

By: _____

Date: _____

Each bidder shall submit its workers' compensation experience modification factor. After determination of the successful bidder, its subcontractors must submit their workers compensation modification factor within five (5) days of District's request.

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

Current Year: _____

Previous Year: _____

Year Prior to Previous Year: _____

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?

yes _____ no _____ If yes, explain: _____

Has there been more than one occasion during the last five years on which your firm was required to pay either back wages or penalties for your firm's failure to comply with the **state's** prevailing wage laws? (*NOTE: This question refers only to your own firm's violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.*)

yes _____ no _____ If yes, explain: _____

During the last five years, has there been more than one occasion on which your own firm has been penalized or required to pay back wages for failure to comply with **federal** Davis-Bacon prevailing wage requirements?

yes _____ no _____ If yes, explain: _____

INDUSTRIAL SAFETY RECORD

Each bidder, and its subcontractors, must declare any serious or willful violations of Part 1 (commencing with Section 6300) of Division 5 of the California Labor Code received during the last five years. This information must include all construction work undertaken in the United States by the bidder and any affiliate of the bidder. Separate information shall be submitted for each particular partnership, joint venture, corporation, Limited Liability Company or individual bidder or subcontractor. The bidder or its subcontractors may be requested to submit additional information or explanation of data, which District may require for evaluating the safety record. The term “affiliate” shall mean any firm, corporation, partnership, joint venture, limited liability company or association which is a member, joint venturer or partner of the bidder, or any such entity which owns a substantial interest in or is owned in common with the bidder, its subcontractor or any of its members, joint venturers or partners, or any such entity in which the bidder, its subcontractor, or any of their members, joint venturers or partners own a substantial interest.

Has your firm ever received a serious or willful industrial safety violation during the last five (5) years? yes _____ no _____

If yes, explain: _____

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 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, explain: _____

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 have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, you need not include information about it.)

yes _____ no _____

If yes, explain: _____

How often do you require documented safety meetings to be held for construction employees and field supervisors during the course of a project? _____

How often do you conduct documented safety inspections on a construction site?

Daily _____ Weekly _____ Quarterly _____

Have any of the subcontractors you retained ever received a serious or willful industrial safety violation during the last five (5) years? yes _____ no _____

If yes, list each subcontractor and explain below. (Please use additional pages if necessary)

Subcontractor: _____ License No.: _____

Explain: _____

Subcontractor: _____ License No.: _____

Explain: _____

ARBITRATION & LITIGATION HISTORY

(Copy as necessary to report all claims)

NOTE: The following two questions refer only to disputes between your firm and the owner of 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 a subcontract and a project owner. Also, you may omit reference to all disputes involving amounts of less than \$50,000.00.

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):

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):

FINANCIAL INFORMATION

Reviewed or audited statements are required. Note: A compilation is not acceptable.

(A certificate of a licensed accountant will be required in all cases)

COMPLETE THIS CERTIFICATE FOR AN AUDIT OF FINANCIAL STATEMENT

STATE OF: _____

We have examined the Financial Statement of _____
as of _____. Our examination was made in accordance with generally
accepted auditing standards, and accordingly included such texts of the accounting records and
such other auditing procedures as we considered necessary in the circumstances.

In our opinion, the accompanying financial statement included on pages _____ to _____,
inclusive, sets forth fairly the financial condition of _____
as of _____, in conformity with generally accepted accounting principles.

(Type Name of Firm)

(Accountant Signature)

(Telephone Number)

(License Number)

**COMPLETE THIS CERTIFICATE FOR A REVIEW
ONLY OF FINANCIAL STATEMENT**

We have reviewed the accompanying financial statement of _____
_____ as of _____. The information
included in the financial statement is the representation of the management of the above firm.

Based on our review with the exception of the matter(s) described in the following paragraph(s),
we are not aware of any material modifications that should be made to the accompanying
financial statements in order for them to be in conformity with generally accepted accounting
principles.

(Type Name of Firm)

(Accountant Signature)

(Telephone Number)

(License Number)

(NOTE THIS REVIEW CONSISTS PRINCIPALLY OF INQUIRIES OF MANAGEMENT
AND APPROPRIATE ANALYTICAL PROCEDURES APPLIED TO THIS FINANCIAL
DATA. IT IS SUBSTANTIALLY LESS IN SCOPE THAN AN EXAMINATION IN
ACCORDANCE WITH GENERALLY ACCEPTED AUDITING STANDARDS, THE
OBJECTIVE OF WHICH IS THE EXPRESSION OF AN OPINION REGARDING THE
FINANCIAL STATEMENTS TAKEN AS A WHOLE. ACCORDINGLY, WE HAVE NOT
EXPRESSED SUCH AN OPINION.)

Special note to Accountant:

The above Certificates of Accountant shall not be made by any individual who is in the regular
employ of the individual, partnership or corporation submitting the statement, nor by any
individual who is a member of the firm with more than a 10 percent financial interest.

ACCOUNTANT'S RELEASE LETTER

By signing the form below, I authorize the Rio Hondo Community College District to contact our company's licensed accounting firm to verify our most recent audited or reviewed financial statement. I understand the financial statement is confidential information and is not open to public inspection.

Accounting Firm Name

Contact Name

Title

Date

I authorize the Rio Hondo Community College District to contact our company's licensed accounting firm to verify our most recent audited or reviewed financial statement.

Name _____

By: _____ Date: _____

Signature

GENERAL LETTER OF CREDIT

The following form may be completed by your bank to augment your Working Capital. If it prefers, the bank may issue a Letter of Credit on its own letterhead, provided the Letter of Credit contains substantially the same provisions, and is addressed to the Rio Hondo Community College District and bears an original signature.

DATE: _____

TO: Rio Hondo Community College District
3600 Workman Mill Road
Whittier, CA 90601

ATTENTION: Teresa Dreyfuss

SUBJECT: General Letter of Credit

Reference is made to the pre-qualification of

(Name of Contractor)

Under Board Rules of the Board of Trustees pertaining to the construction, alteration and maintenance of community college district facilities, we certify that the above Contractor has been extended an unqualified line of credit to exceed \$_____ and that such credit will not be withdrawn or reduced without 30 days written notice to the District.

It is understood that this letter of credit is to be used by the District solely for determining the financial resources of the said Contractor during the term of his pre-qualification with the District.

(Name of Financial Institution) Institution No. Code: _____

(Address)

(City) (State) (Zip)

By: _____ Date: _____

(Please Type or Print Name and Title)

FINANCIAL INSTITUTION RELEASE LETTER

(For use only when augmenting financial rating with a Letter of Credit)

By signing the form below, I authorize the Rio Hondo Community College District to contact our financial institution to verify our line of credit information. I understand this information is confidential information and is not open to public inspection.

Name

Title

Company Name

Date

Verified by Rio Hondo Community College District

Name Date

PRE-QUALIFICATION STATEMENT FOR
RIO HONDO COMMUNITY COLLEGE DISTRICT

Each prospective bidder must have a current and active license at the time of the award and must submit the following information on this form. Bidder must also complete and submit with this questionnaire the attached "Contractor's Statement of Experience and Financial Conditions". If necessary, bidder may attach supplemental information as a separate package.

* DECLARATION *

I, _____ (printed name) hereby declare that I am the _____ (title) of _____ (name of bidder) submitting this Pre-qualification statement; that I am duly authorized to execute this Pre-qualification Statement on behalf of the above-named company; and that all information set forth in this Pre-qualification Statement and all attachments hereto are, to the best of my knowledge, true, accurate, and complete as of its submission date. I acknowledge that any false statements, inaccuracies or failure to disclose are grounds for disqualification.

I declare, under penalty of perjury, that the foregoing is true and correct and that this declaration was
Subscribed at _____ (location and city), County of _____, State of _____,
on _____ (date).

(Signature)

(If signed by other than the sole proprietor, a general partner, or corporate officer, attach original notarized power of attorney or corporate resolution.)

All information submitted for pre-qualification evaluation will be considered official information acquired in confidence and the District will maintain its confidentiality to the extent permitted by law.

SUPPLEMENTAL QUESTIONS/REQUIREMENTS

The following supplemental questions are required for all prime contractors and applicable subcontractors that will be submitting a bid or proposal for the L Tower project. Failure to complete and provide all information set forth below will render the Application non-responsive and be rejected.

A. Delete Number 9 of the “Quick Check” questions on page four and replace with the following:

9. I can meet the following safety requirements established by the District for this project as follows:
 - a. I have a Workers’ Compensation Modifier (EMR) 1.0 or less composite average measured over the last five (5) years.
 - b. I will designate and only use demolition, civil and structural steel subcontractors who have a Workers’ Compensation Modifier (EMR) 1.25 or less composite average measured over the last five (5) years.
 - c. I have had no more than five (5) serious violations and no more than two (2) serious repeat violations of OSHA requirements in the past five (5) years.
 - d. I have had NO willful OSHA violations.
 - e. I have an Injury and Illness Prevention Program (“IIPP”).

B. Add the following additional “Quick Check” questions on page four:

10. I will be able to self-perform at least 15% of the total cost final bid/proposal amount for the project with my own employees and labor force.

C. Revise the minimum insurance limit under “Insurance Information on page four from \$2,000,000 to \$4,000,000.

[CONTINUED ON FOLLOWING PAGE]

D. Add the following additional questions to the “License & Background” section on page seven:

Provide the information for all similar projects that you have completed in the past seven years (use additional pages if necessary):

Name of Project	Owner and Contact Info.	Contract Amount	Completion Date	Scope of Work

Does your firm have experience in preparing shoring plans for similar projects?

yes _____ no _____

If yes, please provide details on the shoring plans prepared including the scope of work for the project(s) that required shoring plans.