

ATTACHMENT 6
Qualification Questionnaire
For ON-CALL
ENVIRONMENTAL SERVICES ABATEMENT

CONTENTS OF QUALIFICATION QUESTIONNAIRE PACKAGE TO BE SUBMITTED BY CONTRACTOR

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1. GENERAL INSTRUCTIONS AND INFORMATION**A. GENERAL INFORMATION**

The licensed environmental services Consultant (“Contractor”) responding to this Qualification Questionnaire must provide answers to questions contained in the attached questionnaire. PRIDE will use these documents as the basis of rating Contractors in respect to the size and scope of contracts upon which each Contractor is qualified. PRIDE reserves the right to check other sources available. PRIDE’s decision will be based on objective evaluation criteria.

PRIDE reserves the right to adjust, increase, limit, suspend or rescind the qualification rating based on subsequently learned information. Contractors whose rating change is sufficient to disqualify them, will be notified.

While it is the intent of the qualification questionnaire and required documents to assist PRIDE in determining a select list of Contractors neither the fact of qualification, nor any qualification rating, will preclude PRIDE from considering and/or determining whether a Contractor has the quality, fitness, capacity, and experience to satisfactorily perform the proposed work, and has demonstrated the requisite trustworthiness to be awarded a contract.

B. DATA REQUIRED

It is essential that project experience of the Contractor be demonstrated, as such experience is considered in establishing qualification.

The questionnaire package must be executed in the manner designated in the certification of the form, by an individual who has the legal authority to bind the Contractor on whose behalf that person is signing. If any information provided by a Contractor becomes inaccurate, the Contractor must immediately notify PRIDE and provide updated accurate information in writing.

PRIDE reserves the right to waive minor irregularities and omissions in the information contained in the qualification questionnaire submitted, to make all final determinations, and to determine at any time that the qualification procedures will not be applied to future projects.

PART I. CONTRACTOR INFORMATION and CERTIFICATION

The following documents, Qualification Questionnaire, Parts I through IV, are to be completed by the Contractor:

Contractor Name: _____ Check One: Corporation
(as it appears on license) Partnership
 Sole Prop.

a. Date of formation or incorporation:

Contact Person: _____

Address: _____

Phone: _____ Fax: _____ E-Mail: _____

2. How many years has your organization been in business in California as a Contractor under your present business name and business license?

_____ Years

If Contractor is a sole proprietor or partnership:

Owner(s) of Company _____

Contractor's License Number(s) if applicable:

CERTIFICATION

I, the undersigned, certify and declare that I have read all the answers to this qualification questionnaire and know their contents. The matters stated in the questionnaire answers are true of my own knowledge and belief.

Dated: _____

(Signature)

(Printed name and title)

PART II. ESSENTIAL REQUIREMENTS FOR QUALIFICATION

Contractor will be subject to disqualification if it fails to meet essential qualifications.

1. Contractor maintains commercial general liability insurance with a policy limit of at not less than:
- | | |
|---|-------------|
| Each Occurrence Limit | \$1,000,000 |
| General Aggregate Limit | \$2,000,000 |
| Per Project Products - Completed Operations Aggregate | \$2,000,000 |

The products completed operations liability insurance shall extend for three years after final completion of the work.

Yes No

2. Contractor has current workers' compensation insurance policy as required by the Labor Code or is legally self-insured pursuant to Labor Code section 3700 et. seq.

Yes No

3. Contractor maintains business automobile liability insurance with a policy limit of at least \$1,000,000.00 per accident.

Yes No

4. Contractor can provide professional liability insurance of \$1,000,000, as applicable to work.

Yes No

5. Contractor can provide employer's liability insurance of \$1,000,000, as applicable to work.

Bodily Injury – Each Accident = \$1,000,000

Bodily Injury by Disease – Each Employee = \$1,000,000

Bodily Injury by Disease – Policy Limit = \$1,000,000

Yes No

6. Contractor can provide pollution/asbestos liability insurance as applicable to work.

Each Occurrence Limit \$1,000,000

General Aggregate Limit \$2,000,000

Yes No

7. Has Contractor been terminated from a project (or otherwise failed to complete a project) which then required a surety to either complete the project on your behalf or pay for completion of the project within the last five (5) years?

Yes No

8. At the time of submitting this qualification form, is Contractor 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

If the answer is "Yes," state the beginning and ending dates of the period of debarment:

9. At any time during the last five years, has Contractor or any of its owners or officers been convicted of a crime involving a government contract or a government construction project, including but not limited to, fraud, false claims, kickback schemes, wage theft, etc.

Yes No

PART III. ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE, COMPLIANCE WITH CIVIL AND CRIMINAL LAWS

Organization and Structure of Business

1. State the following:
 - a. Name of Contractor:
2. Has Contractor been in bankruptcy at any time during the last five years?
 Yes No

Licenses

3. List all license numbers, classifications, and expiration dates of the California licenses and/or certifications held by Contractor:

Disputes

4. At any time in the last five years has Contractor been assessed and paid liquidated damages after completion of a project under a contract with either a public or private owner?
 Yes No

If yes, explain on a separate signed page, identifying all such projects by owner, owner's address, and the date of completion of the project, number of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.

5. In the last five years has Contractor, or any company with which any of Contractor'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?

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

Yes No

If "yes," explain on a separate signed page. State whether the firm involved was the firm applying for pre-qualification here or another firm. Identify by name of the company, the name of the person within your firm who was associated with that company, the year of the event, the owner of the project, the project, and the basis for the action.

6. At any time during the past five years, has any surety company made any payments on Contractor's behalf because of a default, to satisfy any claims made against a performance or payment bond issued on your firm's behalf, in connection with a project, either public or private?

Yes No

If "yes," explain on a separate signed page the amount of each such claim, the name and telephone number of the claimant, the date of the claim, the grounds for the claim, the present status of the claim, the date of resolution of such claim if resolved, the method by which such was resolved if resolved, the nature of the resolution and the amount, if any, at which the claim was resolved.

7. Has Contractor or any of its owners, officers or partners ever been found liable in a civil suit, administrative proceeding, or any other forum, for making any false claim, material misrepresentation, or any other fraudulent activity to any public agency or entity?

Yes No

If "yes," explain on a separate signed page, including identifying who was involved, the name of the public agency, the date of the investigation and the grounds for the finding.

8. 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.

Yes No

If "yes," explain on a separate signed page. Identify the year of the event, the owner, the project, and the basis for the finding by the public agency.

Compliance with Occupational Safety and Health Laws and with Other Labor Legislation Safety

9. Has a state or federal Occupational Safety and Health Administration (OSHA) cited and assessed penalties against Contractor 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," attach a separate signed page describing 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.

10. Has a state or federal Environmental Protection Agency (EPA) or any local/regional Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against either Contractor or the owner of a project on which your company was the Contractor, 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, or if there is a court appeal pending, you need not include information about the citation.

Yes No

If "yes," attach a separate signed page describing each citation.

Labor Law, Prevailing Wage and Apprenticeship Compliance Record

11. Has there been more than one occasion during the last five years in which Contractor was required to pay either back wages or penalties for your failure to comply with state or federal labor laws, including but not limited to, overtime wages, prevailing wage laws, or apprenticeship requirements?

Yes No

If "yes," attach a separate signed page or pages, describing the nature of each violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid and the number of back wages and penalties that you were required to pay.

PART IV. ORGANIZATION'S STATEMENT OF EXPERIENCE
RECENT PROJECTS COMPLETED

Name of Organization

Provide information on projects completed or currently in progress that demonstrate your organization's experience with projects of similar scope, size, and complexity. Provide specific project related experience, relevance of scope, size, and complexity. Please label responses consistent to the categories listed below and include project name, location, construction value, and owner contact information.

1. Relevant Projects

Submit at least four (4) examples of your organization's relevant projects that have been completed within the last five (5) years. Please include any of the following components, as applicable; including at least one (1) project for a public entity in the State of California (e.g. State of California, cities, counties, school districts, and special districts, etc.):

- Facilities with a minimum of 5,000 gross square footage area.
- Court facilities
- Secure facilities
- Projects with complex interrelated building systems such as security monitoring and alarm, building and energy management, telecommunications, data distribution and other related sub-systems
- Projects requiring "On-Call" Or Emergency Services
- Projects requiring completion of the project in phases, possibly allowing owner occupancy of portion of completed phase(s) prior to final completion of whole project
- Projects requiring work in existing facilities that remains occupied and operational while new relevant work is performed.

2. Client References.

Contractor shall provide three (3) client references that must be from recently completed projects. Please include the following with each client reference: name of entity/firm, contact person, their phone number/email, project title, location, and start/end dates.

3. Key Personnel

Resumes. Include resumes describing key staff members’ background and experience in conducting the proposed activities. There is no limit on the number of key staff members proposed, but there is a limit of five pages total.

4. Safety Program

Describe in general terms your organization’s safety program. In addition, an Experience Modification Rate (“EMR”) is established by the Contractor’s worker’s compensation insurance carrier and is based upon the Contractor’s loss history. Contractors are required to provide their EMR in their response, which will be used in the evaluation of Contractors. PRIDE is committed to the safety of the work being done, all employees, the existing staff on-site, the surrounding community, visitors, and the environment. While PRIDE has the responsibility for conducting our business in a manner that strives to prevent accidents, the Contractor will have primary responsibility for the safety at the project site. **Contractor will be required to provide PRIDE with a detailed safety program prior to commencement of work on any Project.**

SAMPLE FORMAT - Example Project Description and Information

Names and references must be current and verifiable. Use separate sheets that contain all the following information:

Project Name: _____

Location: _____

Owner: _____

Owner or Prime Contractor Contact (name and current phone number):

Description of Project, Scope of Work Performed:

Total Value of Project (including change orders): _____

Original Scheduled Completion Date: _____

Time Extensions Granted (number of days): _____

Actual Date of Completion: _____