

## **ADVERTISEMENT FOR CONTRACTOR PREQUALIFICATION**

Subject to conditions prescribed by the University of California Office of the President, responses to the University's prequalification documents for a **Lump Sum** contract are sought from prospective bidders for the following project:

### **UC Student and Policy Center Tenant Improvement Project**

Project No: CP00022  
(UC Davis Project # 26-0003)  
1115 11<sup>th</sup> Street, Sacramento CA

### **PREQUALIFICATION OF PROSPECTIVE BIDDERS**

The University has determined that bidders who submit bids on this project must be prequalified. Prequalified bidders will be required to have the following California contractor's license:

#### **"B" General Contractor**

### **GENERAL DESCRIPTION OF WORK**

The University of California Office of the President (UCOP) is seeking qualified contractors to perform tenant improvements for the UC Student and Policy Center (UCSPC) located at 1115 11th Street, Sacramento, California. UCSPC is a three-story building with a basement and contains office administrative spaces, conference rooms, and classrooms totaling approximately 33,500 gross square feet (GSF).

The project includes the renovation and repurposing of approximately 10,000 square feet of existing academic space into administrative office suites and ancillary spaces to support office functions. The majority of the improvements will occur on the second floor and include construction of private offices, open workstations, conference rooms, open collaboration areas, and associated building systems modifications. Minor improvements will also occur on the first and third floors. Work in the basement will include installation of departmental storage areas with secured fencing.

The building will remain occupied during construction, and work will require coordination with ongoing building operations, events, and classes.

Estimated Construction Cost: **\$1,700,000**

### **PREQUALIFICATION SCHEDULE**

The Prequalification Questionnaire available in this advertisement. Refer to **Attachment A**.

On or before **March 26, 2026, at 2:00 P.M.**, the completed Prequalification Questionnaire and associated documents must be received by **Building and Administrative Services Center/Office of the President**. The completed Prequalification Questionnaire and other required materials are to be submitted electronically via e-mail addressed to:

**Jihee Lee, AIA, LEED AP, CASp**  
**Facilities Project Manager**  
**E-Mail: [jihee.lee@ucop.edu](mailto:jihee.lee@ucop.edu)**

The Prequalification Questionnaire and associated documents is due at time stated above. However, the University reserves the right to accept late submissions and to request, receive, and evaluate supplemental information after the above time and date at its sole determination.

The exact dates, times, and location of the Bid Opening will be set forth in the Bidding Documents and an Announcement to Prequalified Bidders.

The University reserves the right to reject any or all responses to Prequalification Questionnaires and to waive non-material irregularities in any response received.

All information submitted for prequalification evaluation will be considered official information acquired in confidence, and the University will maintain its confidentiality to the extent permitted by law.

Every effort will be made to ensure that all persons have equal access to contracts and other business opportunities with the University within the limits imposed by law or University policy. Each Proposer may be required to show evidence of its equal employment opportunity policy. The successful Bidder and its subcontractors will be required to follow the nondiscrimination requirements set forth in the Bidding Documents and to pay prevailing wage at the location of the work.

The work described in the contract is a public work subject to section 1771 of the California Labor Code.

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA

University of California Office of the President  
Building and Administrative Services Center

March 11<sup>th</sup> 2026

**CONTRACTOR PREQUALIFICATION QUESTIONNAIRE**  
**UC Student and Policy Center Tenant Improvement Project**

Project No: CP00022

**BUILDING AND ADMINISTRATIVE SERVICES CENTER**  
**UNIVERSITY OF CALIFORNIA OFFICE OF THE PRESIDENT**  
Oakland, California

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**INSTRUCTIONS**

Each prospective bidder must hold the appropriate contractor's license required by the State of California and must complete and submit all portions of this Prequalification Questionnaire.

Each prospective bidder must answer all applicable questions and provide all requested information. Failure to do so may, at the sole discretion of the University of California ("University"), result in the bidder being deemed **non-responsive and/or not responsible** for purposes of this prequalification process and therefore not eligible to proceed to bidding.

All information submitted in response to this Prequalification Questionnaire will be treated as confidential to the extent permitted by law.

If the prospective contractor is determined by the University not to be prequalified, the contractor may request an informal hearing within **three (3) calendar days** of receipt of the University's written notice of disqualification.

Requests shall be directed to:

Jihee Lee  
Facilities Project Manager  
Building and Administrative Services Center  
University of California Office of the President  
1111 Franklin Street  
Oakland, CA 94607

The decision resulting from such hearing shall be final within the University of California. Any challenge to the outcome of the prequalification process must be filed within **ten (10) calendar days** from the date of the University's written notice regarding the determination.

Prospective bidders must submit all requested information on these forms. Attachments are not permitted unless specifically requested.

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**Contractor Prequalification Evaluation**

The University will review and evaluate all submitted Prequalification Questionnaires to determine which contractors are qualified to bid on the Project.

Evaluation will be based on the contractor's demonstrated ability to successfully complete a project of similar scope, size, and complexity. Information provided in the questionnaire will be reviewed in the following areas:

- Contractor license and legal eligibility
- Relevant project experience
- Financial capacity and stability
- Safety record and safety program
- Claims, disputes, and litigation history
- Past performance and references
- Key personnel qualifications
- Ability to complete the project within the anticipated schedule

Certain minimum qualifications may be evaluated on a **pass/fail basis**, including but not limited to contractor licensing, legal eligibility to perform work, and the completeness of the submitted questionnaire.

Other qualifications may be evaluated using a **comparative scoring method** based on the contractor's experience, past performance, and demonstrated capacity to perform the work.

The University may request clarification or additional information from respondents as part of the evaluation process.

Contractors determined by the University to be qualified will be notified and placed on the list of bidders eligible to submit a bid for the Project. Only prequalified contractors will be invited to participate in the bidding process.

The University reserves the right to reject any or all responses, waive minor irregularities, and make the final determination regarding contractor qualifications in the best interest of the University.

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**DECLARATION**

The undersigned declares under penalty of perjury that the information submitted with this Prequalification Questionnaire is true, correct, complete, and not misleading.

Executed in \_\_\_\_\_ County, California on \_\_\_\_\_.

Bidder Name: \_\_\_\_\_

Name and Title of Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_

Typed Name and Title: \_\_\_\_\_

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### QUALIFYING PROJECT DEFINITION

For purposes of this questionnaire, a **“Qualifying Project”** is a project that meets **all of the following criteria**:

1. The project was performed in a **fully occupied building that remained operational during construction**.
2. The project scope included **office, classroom, or similar interior tenant improvement or renovation work**.
3. The project owner was a **public entity**, such as a university, government agency, or public institution.
4. The project was located within the **State of California**.
5. The contractor assigned a **full-time superintendent responsible for on-site construction supervision**.
6. The project was **completed within the past seven (7) years** and accepted as complete prior to March 2026.
7. The contractor’s construction contract value was **at least \$1,500,000 at time of award (excluding change orders)**.

The University reserves the right to verify project information and contact references provided.

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### I. LICENSE

#### A. California Contractor License

Does your firm hold a **current and active California Contractor License** in the following classification?

License Classification: **General Building Contractor**

License Code: **B**

YES \_\_\_

NO \_\_\_

If yes, provide the following information:

Name of License Holder (as listed with CSLB): \_\_\_\_\_

License Number: \_\_\_\_\_

Date Issued: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

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**B. Other Active Licenses**

List any other contractor licenses held by your firm:

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**C. License Status**

Within the past **ten (10) years**, has your firm's contractor license been suspended or revoked by the California Contractors State License Board for reasons related to contractor performance?

YES \_\_\_

NO \_\_\_

If yes, explain:

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**D. Department of Industrial Relations (DIR)**

Is your firm registered with the California **Department of Industrial Relations (DIR)**?

YES \_\_\_

NO \_\_\_

DIR Registration Number: \_\_\_\_\_

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**II. QUALIFYING PROJECT EXPERIENCE**

Has your firm successfully completed **at least three (3) Qualifying Projects** within the past **seven (7) years**?

YES \_\_\_

NO \_\_\_

If YES, complete the following project data sheets.

Attachments are not permitted.

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**PROJECT DATA SHEET – PROJECT #1**

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

**Project Description**

(Be specific)

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**Description of Work Performed**

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**Project Owner Information**

Owner Name: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner Contact Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**Project Information**

Notice of Completion Filed: \_\_\_\_\_

Original Contract Amount (excluding change orders): \_\_\_\_\_

Final Contract Amount: \_\_\_\_\_

Original Contract Time (calendar days): \_\_\_\_\_

Final Contract Time (calendar days): \_\_\_\_\_

Number of Days Liquidated Damages Assessed: \_\_\_\_\_

Project Manager: \_\_\_\_\_

Superintendent: \_\_\_\_\_

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**PROJECT DATA SHEET – PROJECT #2**

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

**Project Description**

(Be specific)

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**Description of Work Performed**

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**Project Owner Information**

Owner Name: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner Contact Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**Project Information**

Notice of Completion Filed: \_\_\_\_\_

Original Contract Amount (excluding change orders): \_\_\_\_\_

Final Contract Amount: \_\_\_\_\_

Original Contract Time (calendar days): \_\_\_\_\_

Final Contract Time (calendar days): \_\_\_\_\_

Number of Days Liquidated Damages Assessed: \_\_\_\_\_

Project Manager: \_\_\_\_\_

Superintendent: \_\_\_\_\_

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**PROJECT DATA SHEET – PROJECT #3**

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

**Project Description**

(Be specific)

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**Description of Work Performed**

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**Project Owner Information**

Owner Name: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner Contact Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**Project Information**

Notice of Completion Filed: \_\_\_\_\_

Original Contract Amount (excluding change orders): \_\_\_\_\_

Final Contract Amount: \_\_\_\_\_

Original Contract Time (calendar days): \_\_\_\_\_

Final Contract Time (calendar days): \_\_\_\_\_

Number of Days Liquidated Damages Assessed: \_\_\_\_\_

Project Manager: \_\_\_\_\_

Superintendent: \_\_\_\_\_

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**III. KEY PERSONNEL**

Identify the personnel proposed to manage this project.

**Proposed Project Manager**

Name: \_\_\_\_\_

Years with Firm: \_\_\_\_\_

Years of Relevant Tenant Improvement / Occupied Building Experience: \_\_\_\_\_

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**Proposed Project Superintendent**

Name: \_\_\_\_\_

Years with Firm: \_\_\_\_\_

Years of Relevant Tenant Improvement / Occupied Building Experience: \_\_\_\_\_

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**IV. OCCUPIED BUILDING CONSTRUCTION EXPERIENCE**

This project will be performed in an **occupied administrative building that will remain in operation during construction.**

Briefly describe your firm's approach to performing construction in occupied facilities, including strategies for:

- dust control
- noise control
- safety separation
- coordination with building occupants

Limit response to **one page.**

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#### V. PROJECT MANAGEMENT

Will your firm utilize a **written project management plan or procedures** for this project?

YES \_\_\_

NO \_\_\_

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#### VI. QUALITY ASSURANCE / QUALITY CONTROL

Will your firm utilize a **written Quality Assurance / Quality Control (QA/QC) program** for this project?

YES \_\_\_

NO \_\_\_

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#### VII. PRIOR DISQUALIFICATION

Within the past **ten (10) years**, has your firm been formally disqualified from performing work for any public entity due to **poor performance, non-performance, or fraud**?

YES \_\_\_

NO \_\_\_

If YES, briefly explain:

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#### VIII. CLAIMS HISTORY

Within the past **ten (10) years**, has your firm had **four (4) or more unsuccessful construction claims** exceeding \$50,000?

For purposes of this questionnaire, an unsuccessful claim generally means a claim resolved through arbitration, litigation, or settlement where the contractor was required to pay a significant portion of the claimed amount or recovered less than twenty percent of the amount claimed.

YES \_\_\_

NO \_\_\_

If YES, briefly explain:

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## IX. SAFETY

### A. Safety Program

Does your firm maintain a **written safety program** that will be implemented on this project?

YES \_\_\_

NO \_\_\_

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### B. Safety Inspections

Does your firm conduct and document **regular project safety inspections**?

YES \_\_\_

NO \_\_\_

If yes:

Inspection Frequency:

Weekly \_\_\_

Biweekly \_\_\_

Monthly \_\_\_

Person Responsible (Name and Title): \_\_\_\_\_

Company Safety Director: \_\_\_\_\_

Safety Director Reports To: \_\_\_\_\_

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## X. COMPLETED QUESTIONNAIRE

Have you:

Answered all questions in this questionnaire?

YES \_\_\_ NO \_\_\_

Signed the declaration on the first page?

YES \_\_\_ NO \_\_\_

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**END OF PREQUALIFICATION QUESTIONNAIRE**

## ADVERTISEMENT FOR BIDS

Subject to conditions prescribed by the University of California, Office of the President, sealed bids for a lump-sum contract are invited for the following work:

UC Student and Policy Center Tenant Improvement Project  
Project Number: CP00022  
1115 11<sup>th</sup> Street, Sacramento, CA

### Description of Work:

The University of California Office of the President (UCOP) is seeking qualified contractors to perform tenant improvements for the UC Student and Policy Center (UCSPC) located at 1115 11th Street, Sacramento, California. UCSPC is a three-story building with a basement and contains office administrative spaces, conference rooms, and classrooms totaling approximately 33,500 gross square feet (GSF).

The project includes the renovation and repurposing of approximately 10,000 square feet of existing academic space into administrative office suites and ancillary spaces to support office functions. The majority of the improvements will occur on the second floor and include construction of private offices, open workstations, conference rooms, open collaboration areas, and associated building systems modifications. Minor improvements will also occur on the first and third floors. Work in the basement will include installation of departmental storage areas with secured fencing.

The building will remain occupied during construction, and work will require coordination with ongoing building operations, events, and classes.

Anticipated construction schedule: 6/1/26 (NTP) to 11/30/26.

Procedures: Bidding and bidding documents will be available only to the **prequalified contractors** on **March 31, 2026** (tentative), and will be issued upon request. Send the request to:

Jihee Lee, Facilities Project Manager  
[jihee.lee@ucop.edu](mailto:jihee.lee@ucop.edu)

Bids will be received only at: Work Management Center, UNIVERSITY OF CALIFORNIA, Office of the President:

UNIVERSITY OF CALIFORNIA OFFICE OF THE PRESIDENT  
Work Management Center  
Building and Administrative Service Center  
1<sup>st</sup> Floor  
1111 Franklin Street, Oakland, CA 94607  
Attention: Jihee Lee, Facilities Project Manager  
Tel: 510-914-2073

**BID DEADLINE:** The sealed bids must be received on or before **2:00 pm, April 23rd, 2026** (tentative). **The bids will not be accepted after 2:00 pm, April 23rd, 2026.**

**MANDATORY PRE-BID CONFERENCE/JOB WALK:** A MANDATORY PRE-BID CONFERENCE/JOB WALK will be conducted on **April 2<sup>nd</sup>, 2026** (tentative), beginning promptly at **9:30 A.M.** The conference

will start in the lobby of 1115 11<sup>th</sup> Street, Sacramento first and will proceed to project spaces. The participants should plan to come earlier to allow for security check-in in the lobby. The participants must inform the names and e-mail addresses of the attendees in advance no later than 12 noon April 1st (tentative) by e-mailing to [jihee.lee@ucop.edu](mailto:jihee.lee@ucop.edu) for security check in. Only bidders who participate in the Pre-Bid Conference in its entirety will be allowed to bid on the Project.

Bids are anticipated to be opened within 30 minutes of due date and time on April 23<sup>rd</sup> (tentative), in Lobby 2 Conference Room on the 1<sup>st</sup> floor of UNIVERSITY OF CALIFORNIA, Office of the President, 1111 Franklin Street, Oakland, CA, 94607.

LICENSE REQUIREMENTS: The successful Bidder will be required to have the following California current and active contractor's license at the time of submission of the Bid:

“B” – General Contractors License

Every effort will be made to ensure that all persons have equal access to contracts and other business opportunities with the University within the limits imposed by law or University policy. Each Bidder may be required to show evidence of its equal employment opportunity policy. The successful Bidder and its subcontractors will be required to follow the nondiscrimination requirements set forth in the Bidding Documents and to pay prevailing wage at the location of the work.

In addition, the University is committed to promoting and increasing participation of small business enterprises (SBEs) and disabled veteran business enterprises (DVBES) relating to all goods and services covered under the awarded agreement, subject to any and all applicable obligations under state and federal law, and University policies. The awarded contractor shall make best efforts to provide qualified SBEs and DVBES with the maximum opportunity to participate. Please contact the University Representative for further information.

The work described in the contract is a public work subject to section 1771 of the California Labor Code.

No contractor or subcontractor, regardless of tier, may be listed on a Bid for, or engage in the performance of, any portion of this project, unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 and 1771.1.

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

The successful Bidder shall pay all persons providing construction services and/or any labor on site, including any University location, no less than the UC Fair Wage (defined as \$15 per hour) and shall comply with all applicable federal, state and local working condition requirements.

Estimated construction cost: \$1,700,000

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA  
University of California, Office of the President  
March 11<sup>th</sup>, 2026