## Prequalification Questionnaire Evaluation

## Cover Sheet and Instructions

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|  | APPROVED DOCUMENT – This document is approved by the Office of the President and Office of the General Counsel for use by the Facility  |
|  |  |
| **PURPOSE OF DOCUMENT:** | Provide an evaluation matrix to Review Panel. |
| **CROSS-REFERENCE TO FACILITIES MANUAL:** | None |
| **CONTENTS:** | Prequalification Questionnaire Evaluation |
| **FOR USE WITH:** | Brief Design Build Construction Documents |
| **COMPLETED BY:** |  | Filling in |  | Adding Text |  | No Data Required |
| **ITS USE IS:** |  | Required |  | Optional |

**Completion Instructions:**

1. Notes, suggested text, instructions and other information is formatted using the following methods:

* Hidden text within brackets. {This is an example of the format.} Read the material within the brackets and take the appropriate action (usually inserting text or selecting from a choice of texts.) When printing this document, the default print property will not print the hidden text.
* Coded instruction within brackets. The instructions and shading will disappear when the required information is typed.
* Suggested text is shaded in gray without brackets (see Modification and Additions below.)

**Modifications and Additions:**

1. Areas shaded in gray, without brackets, represent suggested text that may be modified by the Facility to meet the needs of the Project. This is an example of the format. Ensure that any modified or added text is consistent with the Contract Documents.
2. Areas not highlighted in gray, without brackets, shall not be altered without approval of the Office of the President.

 3. Facility may modify this document. The criteria and point allocation in the document are examples, and should be modified for each project. There should be a rational relationship between the categories and their relative weight/importance.

**Comments:**

1. Do not release the accompanying scoring sheet with names of Review Panel outside the University.

**END OF COVERSHEET AND INSTRUCTIONS**

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| --- | --- | --- |
| **Section** | **Question** | **Score** |
| 1 | **License** | **Pass/Fail** |
| 1.1 Does the proposer hold the Valid CSLB License,       classification? |  |
| 1.2 Is the proposers EMR below      ? |  |
| 1.3 Is the Proposer registered with the DIR? |  |
| 2 | **Design Build Experience - Total Points Available = Thirty (30)** | **Points** |
| Score based on cumulative data supplied in 2.1 through 2.10 and reflects the Proposers past experience with a Design Build project. (*If more than one project requested, divide points into per project scoring, e.g. if two projects requests, 15 points available for each project*) |  |
| 3 | **Financial Data -Total Points Available = Fifteen (15)** | **Points** |
| How well does the company meet the desired financial stability? (*Asset to Debt ratio using information provide in 3.1 through 3.4*) |  |
| 4 | **Claims History -Total Points Available = Twenty-five (25)** | **Points** |
|  | Did the Proposer list any Owner or Performance/Payment Bond Surety litigated claims on all projects listed by Proposer in Section 2, of this prequalification statement which were filed made against Proposer for poor workmanship/incomplete performance, or unexcused delays in completion in the last (Not greater than 5 years) years since in excess of $?* ***If no claims listed, full points.***
* ***If one claim listed, XX points***
* ***If two or more, Not Prequalified***
 |  |
| Did the proposer list all litigated claims (regardless if still pending and unresolved) for projects listed in section 2, on Form A of this prequalification statement which were made by Proposer , (or, if General Contractor or by Design Professional or by both is a subcomponent of Proposer, by General Contractor) in excess of $ for extra compensation against Owner in the last (Not greater than 5 years) years since ? * ***If no claims listed, full points.***
* ***If one claim listed, XX points***
* ***If two or more, Not Prequalified***
 |  |
| 5 | **Proposed Design Build Team Members -Total Points Available = Thirty (30)** | **Points** |
|  | 5.1 Score the proposer based on if they provide complete and acceptable information for listed personnel. |  |
|  | 5.2 If the Architect of Record in 5.1.a was not the Architect of Record for the projects submitted in item Section 2, did the Proposer provide information on up to three (3) additional design build projects where the Architect of Record is the same as is listed in 5.1.a? |  |
|  | 5.3 If the Project Manager in 5.1.b above was not the Project Manager for the projects submitted in item Section 2, did the proposer provide information on up to three (3) additional design build projects where the Project Manager is the same as is listed in 5.1.b? |  |
|  | 5.4 If the key Design Professionals in 5.1.d above were not the Design Professionals for the projects submitted in item Section 2, did the proposer provide information on one additional design build project each where the Design Professional is the same as is listed in 5.1.d? |  |
|  | **TOTAL POINTS** |  |

PROJECT NAME: PROJECT NO.:

Evaluator Name: Date: