

**ANNOUNCEMENT OF PRE-QUALIFICATION PROCEDURES
FOR CONTRACTOR PREQUALIFICATION OF THE UNION SCHOOL DISTRICT**

Notice is hereby given that on May 8, 2017 Union School District determined that for any public works contract of the Union School District ("District") where prequalification under Public Contract Code §20111.6 is required, prime contractors with A or B licenses ("general contractors"), and mechanical, electrical, and plumbing contractors (i.e., those contractors holding C-4, C-7, C-10, C-16, C-20, C-34, C-36, C-38, C-42, C-43, or C-46 licenses, whether acting as prime contractors or subcontractors), that are planning to submit, or planning to be included in, a bid or proposal for that contract may apply for prequalification, as described below. In addition, any contractor or subcontractor may become prequalified through the District's annual prequalification process for future District projects that will require prequalification under Public Contract Code §20111.6, as described below.

Prequalification application packages are available by request from Greystone West Company at 707-933-0624. This prequalification package includes a questionnaire and financial statement, both of which must be verified under oath. The District will use the information and documentation required by the package to prequalify contractors in accordance with applicable law.

The deadline for submitting a completed prequalification application package for the annual prequalification process is the 1st Wednesday of August (**August 5th, 2020**) by 1:00P.M. If a contractor fails to submit an application for the annual prequalification process, it may still submit a prequalification application for a particular contract (see above). The District will provide a list of all prequalified contractors to all applicants by the 2nd Friday of August (**August 14th, 2020**). Any prequalification application package that is received after the application deadline will be deemed untimely and will not be reviewed, and the applicant will not be permitted to bid on, or submit a proposal for, a contract unless it is prequalified for that contract pursuant to the process outlined in the previous paragraph.

If two or more business entities submit a bid or proposal on a contract as a Joint Venture, or expect to submit a bid or proposal as part of a Joint Venture, each entity within the Joint Venture must be separately prequalified.

Each questionnaire must be signed under penalty of perjury in the manner designated at the end 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 the District and provide updated accurate information in writing, under penalty of perjury. Each applicant shall have a duly authorized owner, officer or principal complete the questionnaire and verify the truth of the information provided therein and in the financial statement.

Applicants are encouraged to submit their completed prequalification packages as soon as possible, so that they may be notified of prequalification status well in advance of the bid process or any applicable proposal deadline. Completed prequalification packages will not be accepted

beyond the deadlines above. The completed prequalification packages should be sealed, marked “**CONFIDENTIAL PREQUALIFICATION APPLICATION,**” and mailed or delivered to the following:

**Union School District
Attention: Rita Sohal, Assistant Superintendent
5175 Union Avenue
San Jose, CA 95124**

Any contractor that does not timely submit an application and is not already prequalified will not be eligible to bid or submit a proposal.

The questionnaire answers and financial statements included in the prequalification packages submitted by contractors are not public records and are not open to public inspection. All such information provided will be kept confidential to the extent permitted by law, although the contents may be disclosed to third parties for the purpose of verification, investigation of substantial allegations, and in the process of any subsequent proceedings. State law requires that the names of contractors applying for prequalification status shall be public records subject to disclosure, and the first page of the questionnaire will be used for that purpose.

A contractor who has timely submitted a completed application package, and who receives a rating of “Not Prequalified” from the District may appeal that determination. There is no appeal from a finding that a contractor is not prequalified because of a late application or a failure to submit required information. A contractor may appeal the District’s decision with respect to its request for prequalification, by giving notice to the District no later than five (5) business days after receipt of notice of its qualification status. Notice shall be sent to the address listed above. Unless a contractor files a timely appeal, the contractor 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 the opening of bids or proposals or award of any contract. The date for submission and opening of bids or proposals for a specific contract and any subsequent contract award will not be delayed or postponed to allow for completion of an appeal process.

Dated: July 6, 2020
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