

## **PREQUALIFICATION and RFP/Q APPLICATION AND PROCEDURES FOR ARAGON AND CAPUCHINO HIGH SCHOOLS HVAC REPLACEMENT**

Pursuant to Section 17406(a)(2)(C) of the Education Code, all proposers for a Lease-Leaseback construction project under Section 17406(a)(1) must first be prequalified in accordance with subdivisions (b) through (m) of Section 20111.6 of the Public Contract Code. Accordingly, any Contractor (see definition below) who wishes to submit a proposal for the San Mateo Union High School District's ("District") **Aragon and Capuchino High Schools HVAC Replacement Project** ("Project") if **NOT** already prequalified with the District the contractor must first submit a prequalification application and receive notice that it has been prequalified by the District.

Prime contractors must be prequalified and must hold a valid "C-20" California Contractors License, and if used, mechanical, electrical and plumbing ("MEP") subcontractors must also be prequalified, whether they are being utilized as prime contractors or subcontractors. "Prime contractors" include general engineering contractors (see Section 7056 of the Business and Professions Code) and general building contractors (see Section 7057 of the Business and Professions Code). MEP contractors are contractors holding any of the following licenses: "C-4", "C-7", "C-10", "C-16", "C-20", "C-34", "C-36", "C-38", "C-42", "C-43" or "C-46". All of the foregoing are "Contractors" who must be prequalified before submitting a proposal for the Aragon and Capuchino High Schools HVAC Replacement Project.

Proposals will not be accepted from a Contractor that has failed to comply with these requirements. 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.

**Pre-qualification applications for the Aragon and Capuchino High Schools HVAC Replacement Project must be submitted via email in PDF format no later than 2P.M. PT on December 18 2023,** to [jquintana@smuhd.org](mailto:jquintana@smuhd.org) with a copy to [dotty@greystonewest.com](mailto:dotty@greystonewest.com) using the subject line: SMUHSD AHS & CHS HVAC Replacement – RFQ followed up with a hard copy in a sealed envelope and marked "CONFIDENTIAL" submitted by 2P.M. PT on December 19, 2023 to San Mateo Union High School District, attention Yancy Hawkins, CBO, 650 North Delaware Street, San Mateo, CA 94401-1732. Contractors who submit a complete pre-qualification package will be notified via email of their qualification status, such notice to be emailed no later than **December 26, 2023**. The District's decision will be based on objective evaluation criteria, using a uniform system for rating applicants.

**RFP/Q proposal packets for the Aragon and Capuchino High Schools HVAC Replacement Project must be submitted via email in PDF format no later than 2P.M. PT on January 3, 2024,** to [jquintana@smuhd.org](mailto:jquintana@smuhd.org) with a copy to [dotty@greystonewest.com](mailto:dotty@greystonewest.com) using the subject line: SMUHSD AHS and CHS HVAC Replacement – RFQ followed up with a hard copy in a sealed envelope and marked "CONFIDENTIAL" submitted by 2P.M. PT on January 4, 2024 to San Mateo Union High School District, attention Yancy Hawkins, CBO, 650 North Delaware Street, San Mateo, CA 94401-1732.

To request a full prequalification and/or RFP/Q packet, visit [www.Greystonewest.com](http://www.Greystonewest.com) Bid Information tab and download packet there, or email [dotty@greystonewest.com](mailto:dotty@greystonewest.com).

The prequalification packages (questionnaire answers and financial statements) submitted by Contractors are not public records and are not open to public inspection. 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.

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.

The District reserves the right to waive minor irregularities and omissions in the information contained in the prequalification application submitted, and to make all final determinations.

A Contractor who has submitted a completed application form, and who receives a rating of “not qualified” from the District may appeal that determination. There is no appeal from a finding that a Contractor is not prequalified because of a failure to submit required information.

**Note:** A contractor may be found not prequalified for either:

- (1) Omission of requested information; or
- (2) Falsification of information.

Dated: December 8, 2023

Publication Dates: December 15, 2023, and December 22, 2023