

## **INFORMAL BID PROCESS**

### **California Uniform Public Construction Cost Accounting Act**

The Gustine Unified School District ("GUSD") adopted Resolution No. 2013/14-03, Resolution Adopting Informal Bidding Procedures Pursuant to the Uniform Public Construction Cost Accounting Act, approving the GUSD electing to become subject to the Uniform Public Construction Cost Accounting Act. These informal bidding procedures allow Public Works construction projects, as defined in the Public Contract Code, meeting specific criteria for cost (currently less than \$175,000) to be performed by contract acquired by informal bidding procedures.

### **Procedures for Establishment and Maintenance of List of Qualified Contractors**

During November of each year, the GUSD shall mail, e-mail or fax as applicable a notice and application to all construction trade journals inviting all license contractors to submit the name of their firm for inclusion on the GUSD's list of qualified bidders for the year. The application is available on the GUSD's website at <http://www.gustine.k12.ca.us/district-office.html>.

The application shall require the contractor to provide the name and address to which a Notice to Contractors or Proposal should be mailed, a phone number at which the contractor may be reached, the type of work in which the contractor is interested in and currently licensed to do (earthwork, pipelines, electrical, painting, general building etc.) together with the class of contractor's license(s) held and contractor license number.

The GUSD may create a new contractor's list starting January 1<sup>st</sup> of each year. The GUSD may include any contractor's names they so desire on the list, but the list must include at a minimum all contractors who have properly provided the GUSD with the information required as stated above, either during the calendar year in which the list is valid or during November or December of the previous year. A contractor may have his firm added to the GUSD's contractors list at any time by providing the required information on the Contractor's Pre-Qualification Application and submitting it to:

Gustine Unified School District  
Facilities Department  
E-mail: [rhazan@gustine.k12.ca.us](mailto:rhazan@gustine.k12.ca.us)  
or  
Fax: (209) 854-9164

If you need more information, please contact us at (209) 587-0561

**CONTRACTOR'S PRE-QUALIFICATION APPLICATION**

CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT INFORMAL BIDDING PROCESS

The Contractor listed below requests to be included in the Placer County Office of Education List of Qualified Contractors to receive Notices of Inviting Informal Bids

NAME OF COMPANY:

CONTACT NAME:  CONTACT TITLE:

ADDRESS:  CITY:  STATE:  ZIP CODE:

TELEPHONE:  FAX:  E-MAIL:

**General Engineering (Class A) and/or General Building (Class B) contractors must complete license number and class of license(s) held and also check the box(es) of categories of work in which they have specialized knowledge and skill, and in which they would be interested in participating in an informal contracting project with the Placer County Office of Education.**

CA CONTRACTOR'S LICENSE NO:  CLASS OF LICENSE(S) HELD:

**CATEGORIES OF WORK**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> C-2 Insulation and Acoustical                           | <input type="checkbox"/> C-21 Building Moving/Demolition        | <input type="checkbox"/> C-43 Sheet Metal                              |
| <input type="checkbox"/> C-4 Boiler, Hot Water Heating and Steam Fitting         | <input type="checkbox"/> C-23 Ornamental Metal                  | <input type="checkbox"/> C-45 Electrical Sign                          |
| <input type="checkbox"/> C-5 Framing and Rough Carpentry                         | <input type="checkbox"/> C-27 Landscaping                       | <input type="checkbox"/> C-46 Solar                                    |
| <input type="checkbox"/> C-6 Cabinet, Millwork and Finish Carpentry              | <input type="checkbox"/> C-28 Lock and Security Equipment       | <input type="checkbox"/> C-47 General Manufactured Housing             |
| <input type="checkbox"/> C-7 Low Voltage Systems                                 | <input type="checkbox"/> C-29 Masonry                           | <input type="checkbox"/> C-50 Reinforcing Steel                        |
| <input type="checkbox"/> C-8 Concrete  | <input type="checkbox"/> C-31 Construction Zone Traffic Control | <input type="checkbox"/> C-51 Structural Steel                         |
| <input type="checkbox"/> C-9 Drywall   | <input type="checkbox"/> C-32 Parking and Highway Improvement   | <input type="checkbox"/> C-53 Swimming Pool                            |
| <input type="checkbox"/> C-10 Electrical   | <input type="checkbox"/> C-33 Painting and Decorating           | <input type="checkbox"/> C-54 Ceramic and Mosaic Tile                  |
| <input type="checkbox"/> C-11 Elevator   | <input type="checkbox"/> C-34 Pipeline                          | <input type="checkbox"/> C-55 Water Conditioning                       |
| <input type="checkbox"/> C-12 Earthwork and Paving                               | <input type="checkbox"/> C-35 Lathing and Plastering            | <input type="checkbox"/> C-57 Water Well Drilling                      |
| <input type="checkbox"/> C-13 Fencing  | <input type="checkbox"/> C-36 Plumbing                          | <input type="checkbox"/> C-60 Welding                                  |
| <input type="checkbox"/> C-15 Flooring and Floor Covering                        | <input type="checkbox"/> C-38 Refrigeration                     | <input type="checkbox"/> C-61 Limited Specialty                        |
| <input type="checkbox"/> C-16 Fire Protection                                    | <input type="checkbox"/> C-39 Roofing                           | <input type="checkbox"/> ASB Asbestos Certification                    |
| <input type="checkbox"/> C-17 Glazing  | <input type="checkbox"/> C-42 Sanitation System                 | <input type="checkbox"/> HAZ Hazardous Substance Removal Certification |
| <input type="checkbox"/> C-20 Warm-Air Heating, Ventilating and Air-Conditioning |   |  |

**Application Certification:**

I certify to the best of my knowledge, the elements of information provided above are accurate and true, as of this date. I am properly licensed and skilled to perform the above work and am able to secure bonds to perform the work. My company shall comply with all city, state and federal requirements.

Submitted By:  Title:  Date:

**SUBMIT COMPLETED FORM TO:** Gustine Unified School District  
 Facilities Department  
 E-mail: [rhazan@gustine.k12.ca.us](mailto:rhazan@gustine.k12.ca.us)  
 or Fax: (209) 854-9164