

**Attachment 2
to RFQ to Prequalify General Contractors**

Prequalification Scoring

**Request for Qualifications to
Prequalify General Contractors as
Prospective Bidders**

**Fire Life Safety
Egress System Upgrade Project
El Cajon, CA**



PREQUALIFICATION QUESTIONNAIRE EVALUATION AND SCORING

Overview of Scoring. Judicial Council will review Contractors' Prequalification Questionnaires for the Superior Court East County Division Fire Life Safety Egress System Upgrade Project ("Project") and score the questionnaire as set forth below. Judicial Council **WILL NOT** score Prequalification Questionnaires submitted **AFTER** the dated indicated for submittal in the Schedule of Events in the Request for Qualifications to which this is attached ("RFQ").

Step 1. Review Contractor Information. Contractor will **PASS** the "Contractor (Firm) Information" section of the Prequalification Questionnaire if Contractor **COMPLETES** all questions in that section and provides **ALL** additional information, including, without limitation, the audited or reviewed financial statement(s).

Step 2. Score Pass/Fail Questions. Contractor will **PASS** the "Pass/Fail Questions (Essential Criteria)" section ("Essential Criteria Section") of the Prequalification Questionnaire if: (i) "YES" to Questions 1 and 2; and "NO" to Questions 3 through 6. If Contractor does not answer those questions accordingly, Contractor will **FAIL** the Essential Criteria Section and not prequalify for the Project.

Step 3. Scored. Contractor will **PASS** the "Scored Questions" section ("Scored Questions") if Contractor receives the **MINIMUM** required score of **170 POINTS**. The **MAXIMUM** points possible for the Scored Questions is **210 POINTS**. If Contractor does not achieve the **MINIMUM** required score, Contractor **WILL NOT** prequalify. Judicial Council will score the Scored Questions as follows:

Question/Topic/Scoring Parameters	Score	Max. Score
1. Liquidated Damages No = 20 points Yes = 0 points		20
2. Surety Premium No = 10 points Yes, but no more than 1.5% = 5 points Yes, and more than 1.5% = 0 points		10
3. Insurer Pay No = 10 points Yes = 0 points		10
4. Experience Modification Rating No = 10 points Yes, but no more than 1.5 = 5 points Yes, and more than 1.5 = 0 points		10
5. Workers' Compensation No = 10 points Yes = 0 points		10
6. Bankruptcy No = 5 points Yes = 0 points		10
7. Denied Bond No = 20 points Yes, but more than 3 years ago = 10 points Yes, and within past 3 years = 0 points		20
8. Filed Claims No = 50 points Yes, but no more than 1 that that did not exceed \$200,000 = 35 points Yes, but no more than 2 and none exceeding \$200,000 = 20 points Yes, and more than 2 or at least one exceeding \$200,000 = 0 points		50
9. Statutory / Code Citations No = 10 points Yes = 0 points		10
10. EPA Citations No = 10 points Yes = 0 points		10
11. OSHA Citations No = 10 points Yes = 0 points		10

12. Prevailing Wage Penalties No = 20 points Yes, only 1 = 10 points	Yes, and more than 1 = 0 points		20
13. Safety Meetings Yes = 10 points	No = 0 points		10
14. Apprenticeship Program Listed = 10 points	None listed = 0 points		10
		Total Score	210

Step 4. Scoring References. The Judicial Council may, in its sole discretion, contact and score references. Contractor will **PASS** the “Contractor Project References” section (“References”) if Contractor receives the **MINIMUM** required score of **54 POINTS**. The **MAXIMUM** points possible for References is **66 POINTS**. If Contractor does not achieve the **MINIMUM** required score, Contractor **WILL NOT** prequalify. The scoring shall proceed as follows:

a. Judicial Council will contact **THREE (3)** references and ask the following questions in the below areas of inquiry, and then ask the reference to categorize Contractor’s performance as “Unsatisfactory,” “Below Average,” “Average” or “Above Average”:

1. **Quality of Work.** Were there quality-related problems on the project? Were these problems attributable to the Contractor? Was the Contractor cooperative in trying to resolve problems? If not, provide specific examples.
2. **Scheduling.** Rate the Contractor's performance adhering to project schedules. Did the Contractor meet the project schedule? If not, was the delay attributable to the Contractor?
3. **Subcontractor (Project) Management.** Rate the Contractor's ability to manage and coordinate Subcontractor (if no Subcontractor, rate the Contractor's overall project management). Was the Contractor able to effectively resolve problems? If not, provide specific examples.
4. **Change Orders.** Rate the Contractor's performance in connection with change orders and extra work. Did the Contractor unreasonably claim change orders or classify work as extra work? Were the Contractor’s prices on change orders and extras reasonable? If not, provide specific examples.
5. **Working Relationships.** Rate the Contractor's working relationships with other parties (i.e. owner, designer, Subcontractors, etc.). Did the Contractor relate to other parties in a professional manner? If not, provide specific examples.
6. **Paperwork Processing.** Rate the Contractor's performance in completing and submitting required project paperwork (i.e. submittals, drawings, requisitions, payrolls, Authorities Having Jurisdiction required documentation, etc.). Did the Contractor submit the required paperwork promptly and in proper form? If not, provide specific examples.
7. **Responsiveness.** Rate the Contractor's responsiveness to telephone calls, emails, meetings, requests for action, etc. Did the Contractor respond to inquiries promptly and substantively? If not, provide specific examples.
8. **On-Site Contractor Staff.** Rate the Contractor's on-site staff relating to their management of the site, communication and interaction with owner’s staff, and familiarity with project scope and status.

b. Judicial Council will score **EACH** response to **EACH** area of inquiry above as set forth below:

	Unsatisfactory	Below Average	Average	Above Average	Rating
1. Quality of Work	0	3	10	12	
2. Scheduling	0	3	8	10	
3. Subcontractor (Project) Mgt.	0	3	8	10	
4. Change Orders	0	3	8	10	
5. Working Relationship	0	2	4	6	
6. Paperwork Processing	0	2	4	6	
7. Responsiveness	0	2	4	6	
8. On-Site Staff	0	2	4	6	
Total Score for This Project					

- c. Judicial Council shall then **AVERAGE** the results from “Total Score for this Project” as follows, rounded to the **NEAREST** whole number:

Sample “Averaging” for 3 reference calls per Contractor	
“Total Score for This Project” from Reference # 1	50
“Total Score for This Project” from Reference # 2	65
“Total Score for This Project” from Reference # 3	60
Total	175
Total Reference Score (Total divided by 3 (÷ 3))	58 (58.333 rounded DOWN to 58)

Step 5. Calculating Scores. The Judicial Council shall then calculate the Contractor’s final prequalification score in the table below. If Judicial Council scores Contractor Project References, it will add Contractor’s “Total Reference Score” with “Total Score” from the Scored Questions. Contractors that receive the minimum qualifying score based on whether Judicial Council elects to score references shall prequalify for the Project.

Step	Maximum Points	Minimum Points to Proceed	Contractor’s Score
Contractors (Firm) Information	N/A	PASS / FAIL	
Pass/Fail Questions (Essential Criteria)	N/A	PASS / FAIL	
Scored Questions	210	170	
References (Optional)	66	54	
MINIMUM QUALIFYING SCORE (NO REFERENCES)			<u>170</u>
MINIMUM QUALIFYING SCORE (WITH REFERENCES)			<u>224</u>