

NOTICE TO CONTRACTORS
TO BE INCLUDED ON THE SANTA CLARA COUNTY OFFICE OF EDUCATION'S LIST OF QUALIFIED CONTRACTORS
PER SECTION 22034 OF THE PUBLIC CONTRACT CODE

CONTRACTOR REGISTRATION APPLICATION OF GENERAL AND MEP CONTRACTORS

The Santa Clara County Office of Education (SCCOE) has elected to become subject to the California Uniform Public Construction Cost Accounting Procedures (CUPCCAA). The SCCOE is inviting all licensed contractors to submit information for inclusion on the SCCOE's list of qualified bidders for the 2025 calendar year.

This notice requires contractors to provide the following information:

1. Signed W-9 Form
2. Certificate of Insurance
3. Bonding capacity: Provide documentation from your surety identifying the following:
 - Name of bonding company/surety: _____
 - Name of surety agent, address and telephone number: _____
4. Public Works Contractor Registration Number [Law SB 854]

Pursuant to Labor Code sections 1725.5 and 1771.1, all contractors and subcontractors that wish to bid on, be listed in a bid proposal, or enter into a contract to perform public work **must** be registered with the Department of Industrial Relations. No bid will be accepted nor any contract entered into without proof of the contractor's and subcontractors' current registration with the Department of Industrial Relations to perform public work. If awarded a Contract, the Bidder and its subcontractors, of any tier, shall maintain active registration with the Department of Industrial Relations for the duration of the Project.

5. Recent Construction Projects Completed: Contractor shall provide information about its three recently completed public works projects and its largest completed project with in the three years. Names and references must be current and verifiable. Use separate sheets of paper that contains all of the following:

Project Name _____ Location _____ Owner _____

Owner Contact (name, current phone, and e-mail) _____

Construction Manager (name, current phone, and e-mail) _____

Company Name	Phone No.	Fax No.
Address	Contact Name:	
City, State, Zip	Email Address	
List all California construction license numbers, classifications and expiration dates of the California contractor licenses held by your firm:	License Classification(s)	License No.
Public Works Contractor Registration Number (DIR#)		
The Contractor has current workers' compensation insurance policy as required by the Labor Code or is legally self-insured pursuant to Labor Code 3700 et. Seq.	Yes or No	

Was your firm in bankruptcy at any time during the past three years?	If "Yes", please explain on a separate signed sheet.	
Has your contractor's license been revoked at any time in the last three years?	If "Yes", please explain on a separate signed sheet.	
At any time during the last three years, has your firm, or any of its owners or officers been convicted of a crime involving the awarding of a contract of a government construction project, or the bidding or performance of a government contract?	If "Yes", please explain on a separate signed sheet.	
Has your contractor's license been revoked at any time in the last three years?	If "Yes", please explain on a separate signed sheet.	
Do you have any pending violations or disputes in respect to a government construction project?	If "Yes", please explain on a separate signed sheet.	
At any time in the last three years has your firm been assessed and paid liquidated damages after completion of a project under a construction contract with either public or private owner?	If "Yes", please explain on a separate signed sheet.	
In the past three years has your firm, or any firm with which any of your firm's owners, officers or partners was associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason?	If "Yes", please explain on a separate signed sheet.	
In the past three years has your firm been denied an award of a public works contract based on a finding by a public agency that your firm was not a responsible bidder?	If "Yes", please explain on a separate signed sheet.	
In the past three years has any claim against your firm concerning your firm's work on a construction project filed in court or arbitration?	If "Yes", please explain on a separate signed sheet.	
At any time during the three years, has any surety company made any payments on your firm's behalf as a result of a default to satisfy any claims made against a performance or payment bond issued on your firm's behalf, in connection with a construction project, either public or private?	If "Yes", please explain on a separate signed sheet.	
Has your firm or any of its owners, officers or partners ever been convicted of a crime involving any Federal, State, or local law related to construction?	If "Yes", please explain on a separate signed sheet.	
Has CAL OSHA, or Federal Occupational Safety and Health Administration, EPA, or Air Quality Management District, or Regional Water Quality Control Board cited and assessed penalties against your firm for any "serious", "willful" or "repeat" violations of its safety or health regulations in the past three years?	If "Yes", please explain on a separate signed sheet.	
Has there been any occasion during the last three years in which your firm was required to pay either back wages or penalties for your own firm's failure to comply with the State's prevailing wages laws, or wage theft, or wage & hour law, or California Labor Code, or any local minimum wage law, or living wage laws?	If "Yes", please explain on a separate signed sheet.	
At any time during the last three years, has your firm been found to have violated any provision of California apprenticeship laws or regulations, or the law pertaining to use of apprentices on public works?	If "Yes", please explain on a separate signed sheet.	

The SCCOE will consider the totality of the circumstances concerning the project and will determine that the CONTRACTOR and the CONTRACTOR's employees may be subject to the fingerprinting requirements of Education Code Sections 45125.1 and/or 45125.2

The Santa Clara County Office of Education may create a new contractors list effective **January 1st of each year** and may include any contractor's name it desires on the contractors list, but must include at a minimum, all contractors who have properly provided the SCCOE with the required information, either during the calendar year in which the list is valid or during November or December of the prior year. The list will automatically include all contractors who submitted one or more bids to the SCCOE during the preceding year. A contractor may have their firm added to the SCCOE's contractors list at any time by providing the required information.

Prequalification for Projects over \$1 million: In addition to registering with the SCCOE, all General Contractors (A and B), Mechanical, Electrical and Plumbing Contractors (C-4, C-7, C-10, C-16, C-20, C-34, C-36, C-38, C-42, C-43, and C-46) need to complete the prequalification application in order to be eligible to work on projects in excess of \$1 million dollars.

Application certification: I certify that 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. I Certify that I am not an employee of SCCOE and that to the best of my knowledge and belief, no relative or personal relationship exists which may be a potential conflict of interest between my organization and any employee or agent of SCCOE.

Date	Typed (or printed) Name	Title	Signature
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Please send completed form to:

Facilities & Construction Department
Santa Clara County Office of Education
1290 Ridder Park Drive, San Jose, CA 95131

Eli Lovdahl Administrative Assistant, General Services elovdahl@sccoe.org	Sasha Kimball Facilities, Maintenance & Construction Coordinator skimball@sccoe.org
Ted Pierce Manager, Facilities & Construction tpierce@sccoe.org	Darryl Burnett Facilities, Maintenance & Construction Coordinator dburnett@sccoe.org

For questions, please contact:

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