

SOLANO COUNTY OFFICE OF EDUCATION
Solano County, California

RESOLUTION NO. S25-26-01

**RESOLUTION OF THE SOLANO COUNTY SUPERINTENDENT OF SCHOOLS
ADOPTING A CONTRACTOR PREQUALIFICATION PACKAGE FOR
LEASE-LEASEBACK CONTRACTORS AND SUBCONTRACTORS
IN COMPLIANCE WITH PUBLIC CONTRACT CODE SECTION 20111.6**

WHEREAS, Public Contract Code Section 20111.6 ("Section 20111.6") requires prequalification of certain prospective bidders for public projects anticipated to cost \$1,000,000 or more that are funded, in whole or in part, using funds provided through the Leroy F. Greene School Facilities Act of 1998 or any future State bonds;

WHEREAS, Assembly Bill 1581 (Stats. 2014, Ch. 408) amended Section 20111.6 to also require prequalification for projects to be completed pursuant to either Education Code Section 17406 ("Section 17406") or Education Code Section 17407;

WHEREAS, Assembly Bill 566 (Stats. 2015, Ch. 214) amended Section 17406 to provide that the prequalification requirements of Section 20111.6 shall apply to public projects completed using the lease-leaseback construction delivery method authorized by Section 17406 (each a "LLB project"), when otherwise applicable, regardless of the source of the funds used to pay for the LLB projects;

WHEREAS, Section 20111.6 provides that, for purposes of the prequalification of contractors pursuant to that section, a standardized questionnaire and financial statement, as well as a uniform system of rating bidders must be adopted to determine if a bidder will be deemed qualified to bid;

WHEREAS, Section 20111.6 further provides that procedures to prequalify LLB contractors and subcontractors on a quarterly or annual basis must be formally adopted, and such prequalification pursuant to any process shall be valid for a period of one year thereafter;

WHEREAS, the Solano County Office of Education ("SCOE") anticipates that it will undertake the construction of one or more LLB projects that will be subject to the requirements of Section 20111.6, and, therefore, that SCOE will need to comply with the requirements of Section 20111.6;

WHEREAS, SCOE has caused to be prepared the "Contractor Prequalification Package for Prequalification of Lease-Leaseback Contractors and Subcontractors" attached as Exhibit A to this Resolution, which includes a form of questionnaire, requirements for submittal of financial statement information, and criteria for rating of LLB contractors and subcontractors, all in accordance with Section 20111.6;

WHEREAS, SCOE staff desires that the Superintendent adopt this Resolution to establish procedures to prequalify LLB contractors and subcontractors on an annual basis, with prequalification to be undertaken as necessary or when otherwise deemed appropriate, in or prior to those years in which SCOE anticipates will occur the award of any contract(s) for project(s) to be constructed using the LLB construction delivery method;

WHEREAS, SCOE desires that the Superintendent approve and adopt this Resolution for purposes of thereby adopting the Contractor Prequalification Package and the questionnaire,


requirements for financial statement information, and other procedures and requirements therein;

NOW, THEREFORE, the Superintendent does hereby find, resolve, and order as follows:

- Section 1.** The foregoing recitals are true, correct, and are incorporated as if fully set forth herein.
- Section 2.** The Superintendent hereby approves and adopts the Contractor Prequalification Package substantially in the form attached as Exhibit A hereto, for use by SCOE in connection with applicable projects, to prequalify LLB contractors and subcontractors in accordance with Section 20111.6.
- Section 3.** The Superintendent hereby establishes the following procedures for prequalifying LLB contractors and subcontractors on an annual basis: (i) SCOE shall undertake the prequalification process in each year that the SCBOE intends to award a contract for a LLB project, or in the prior year if determined necessary by SCOE to avoid any delay in construction of any LLB project; (ii) SCOE shall not be required to undertake the annual prequalification process in any year in which SCOE will award a contract for construction of a LLB project; (iii) SCOE shall not be required to undertake the annual prequalification process if, as of the anticipated date for award of a contract for construction of a LLB project, all contractors and subcontractors that will perform any work on the LLB project and that must be prequalified pursuant to Section 20111.6 have already been prequalified and each such prequalification will still be valid on the date the contract is to be awarded; (iv) in the event SCOE undertakes the annual prequalification process in any year, but determines that responses from contractors are insufficient for purposes of any then-anticipated LLB Project, SCOE may undertake the prequalification process one or more additional times during that year; and (v) as a precondition to accepting a prequalification submittal from any contractor that was disqualified (i.e., not prequalified) in the then-immediately-prior year, SCOE may require that the contractor describe in writing how facts or circumstances relevant to the disqualification have since changed.
- Section 4.** SCOE shall implement the prequalification procedures and requirements set forth in the Contractor Prequalification Package for all public projects undertaken by SCOE that will be subject to Section 20111.6 and that will be completed using the LLB construction delivery method authorized by Section 17406, including, without limitation, designation of a SCOE staff member who shall facilitate the hearing of and response to appeals by contractors.
- Section 5.** Superintendent or Superintendent's designee(s) is hereby authorized to make non-substantive modifications to the Contractor Prequalification Package in any manner necessary to comply with Public Contract Code section 20111.6 and any other relevant and/or applicable statute, after consultation with legal counsel, as Superintendent or Superintendent's designee(s) deems appropriate.
- Section 6.** This Resolution shall take effect immediately upon approval and adoption by the Superintendent, and it shall remain in effect until repealed by the Superintendent.

APPROVED, ADOPTED, AND SIGNED this 3rd day of December 2025.


**SOLANO COUNTY SUPERINTENDENT OF
SCHOOLS**

By: 
Dr. Nicola Parr

STATE OF CALIFORNIA)
) ss.
COUNTY OF SOLANO)

I, Dr. Nicola Parr, Solano County Superintendent of Schools, do hereby certify that the foregoing is a full, true and correct copy of Resolution No. S25-26-01 and that the same has not been amended or repealed as of the date specified below.

Dated: December 3, 2025

By: 

Dr. Nicola Parr
Solano County Superintendent of Schools

EXHIBIT A
Contractor Prequalification Package

SOLANO COUNTY OFFICE OF EDUCATION
REQUEST FOR PRE-QUALIFICATION OF BIDDERS

**SOLANO COUNTY OFFICE OF EDUCATION
REQUEST FOR PRE-QUALIFICATION OF BIDDERS**

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SOLANO COUNTY OFFICE OF EDUCATION
REQUEST FOR PRE- QUALIFICATION OF BIDDERS

NOTICE

(Public Contract Code § 20111.6)

Notice is hereby given that on 12/03/2025, the Superintendent of the Solano County Office of Education has approved pre-qualification requirements for construction projects for the Solano County Office of Education ("Agency") as set forth herein. Effective 12/03/2025, all general contractors, mechanical contractors, electrical contractors and plumbing contractors must be pre-qualified prior to submitting bids for those projects for which the District receives funds pursuant to the Leroy F. Greene School Facilities Act of 1998 or any funds from any future state school bond for a public project that involves a projected construction expenditure of one million dollars (\$1,000,000) or more. In the case of mechanical, electrical and plumbing contractors, pre-qualification is required whether such contractors bid directly to the District or submit a bid or proposal to a general contractor. Mechanical, electrical and plumbing contractors who may seek ever to bid directly to the District must submit the pre-qualification questionnaire as a prime contractor. Mechanical, electrical and plumbing contractors subject to these requirements are those with any of the following license classifications: C-7, C-10, C-16, C-20, C-36, C-38, C-42. It is absolutely mandatory that all prime contractors, mechanical contractors, electrical contractors and plumbing contractors who intend to submit bids or proposals fully complete the pre-qualification questionnaire, provide all materials requested herein, and be approved by the District to be on the final Bidders list. If two or more business entities submit a bid or proposal on a project as a Joint Venture, or expect to submit a bid or proposal as part of a Joint Venture, each entity with the Joint Venture must be separately pre-qualified. No bid will be accepted from a prime contractor which has failed to comply with these requirements or which lists subcontractors that were required to be pre-qualified and failed to do so.

Answers to questions contained in the Pre-Qualification Questionnaire, current bonding capacity on an aggregate and per project limit, notarized statement from surety, and the most recent reviewed or audited financial statements, with accompanying notes and supplemental information, are required. The District will use these documents as the basis of rating contractors in respect to the size and scope of contracts upon which each contractor is qualified to bid. The District reserves the right to check other sources available. The District's decision will be based on predetermined evaluation criteria. The sole and discretionary judgment of the District will determine if the contractor is deemed eligible to bid or propose.

Pre-qualification ratings for the District's projects will be as follows:

Contractors must achieve a score of 35 or less to be pre-qualified.

Pre-qualification approval will remain valid for one (1) calendar year from the date of notice of qualification, except that the District reserves the right during that calendar year to adjust, increase, limit, suspend or rescind the pre-qualification ratings based on subsequently learned information and after giving notice of the proposed action to the contractor and an opportunity for a hearing consistent with the hearing described below for appealing a pre-qualification determination. Contractors may renew their pre-qualification by submitting an updated pre-qualification package via the process in effect at the time. To bid or propose on a project subject to the pre-qualification requirements, the contractor must be pre-qualified on bid day. While it is the intent of the pre-qualification questionnaire and documents required therewith to assist the District in determining bidder responsibility prior to bid and to aid the District in selecting the lowest responsible bidder, neither the fact of pre-qualification, nor any pre-qualification rating, will preclude the District from a post-bid consideration and determination on any specific project of whether a bidder has the quality, fitness and capacity to satisfactorily perform the proposed work. Similarly, the District's pre-qualification of any mechanical, electrical or plumbing contractor shall be for the sole purpose of complying with law, and the District assumes no responsibility for the performance of such contractors on any project.

Contractors and subcontractors that are required to be pre-qualified are required to submit pre-qualification packages no later than thirty (30) days prior to bid date or within five (5) days of the last bid advertisement if advertised less than thirty (30) days before bids are due, but no later than ten (10) business days before bids are due. The District will not consider any Bid in which the Bidder, or any Subcontractor that was required to be pre-qualified, is not actually pre-qualified within five (5) days before the bid date.

The District's preferred method of package submittal is via email to the following address:

dcandelo@solanocoe.net

All documents must be submitted as PDF's in two separate attachments:

1. Prequalification questionnaire and Project Data. File name should be formatted as follows:

Contractor Name _ Questionnaire and PD.

For example: *"ABC Construction Questionnaire and PD.pdf"*

2. Financial information and Certificate of Insurance. File name should be formatted as follows:

Contractor Name Financials and Certificate of Insurance

For example: *"ABC Construction _ Confidential.pdf"*

Contractors may also mail or deliver pre-qualifications under seal and marked "CONFIDENTIAL" to:

Dave Candelo
dcanelo@solanocoe.net
Director, Facilities,
Maintenance, and
Operations
2460 Clay Bank Road, Building 4 (upstairs)
Fairfield, CA 94533
Phone 707-399-4864
Business Hours 7am-3pm

The pre-qualification packages submitted by contractors are not public records and are not open to public inspection. All information provided will be kept confidential to the extent permitted by law. The District will not publish a list of contractors who have submitted pre-qualification packages. However, the District will publish the list of pre-qualified bidders.

Each questionnaire must be certified and signed under penalty of perjury and certified with reference to the California False Claims Act (Government Code section 12650-12656) by an individual who has the legal authority to bind the contractor on whose behalf that person is signing. Failure to provide the required certifications will result in denial of pre-qualification. If any information provided by a contractor becomes inaccurate, the contractor must immediately notify the District and provide updated accurate information in writing, certified and under penalty of perjury and certified with reference to the California False Claims Act.

The District reserves the right to reject any and all pre-qualification packages and to waive minor irregularities in the information contained therein and to make all final determinations.

Contractors will be notified within ten (10) business days of submission of their pre-qualification package of their qualification status.

SOLANO COUNTY OFFICE OF EDUCATION
REQUEST FOR PRE- QUALIFICATION OF BIDDERS
APPEAL PROCEDURE

A contractor may appeal its failure to pre-qualify or its pre-qualification ratings by delivering a written notice and request for a hearing setting forth in general items the basis of the appeal. The contractor must deliver the written notice to the same location that it delivered its pre-qualification package. The contractor must deliver such written notice promptly upon receipt of the District's Notice of pre-qualification status. The contractor is cautioned that its notice of appeal may need to be delivered earlier than the five (5) days based on the bid advertisement schedule for any pending bid date for which the contractor seeks pre-qualification. If the contractor gives the required notice of intent to appeal at least five (5) business days before the bid due date and requires a hearing, the hearing shall be conducted so that it is concluded by 2:00 PM two (2) calendar days prior to any pending bid date for which the contractor seeks pre-qualification. The hearing so provided shall be an informal process conducted by a panel to whom the Superintendent of the District has delegated responsibility to hear such appeals (the "appeals panel"). At the hearing the contractor will be advised of the basis for the District's pre-qualification determination. The contractor will be given the opportunity to ask questions, present information and present reasons in opposition to the pre-qualification determination. At the conclusion of the hearing, the Appeals Panel will render its decision.

The contractor waives any and all rights to challenge the decision of the district, whether by administrative process, judicial process or any other legal process or proceeding if it fails to deliver its written notice and request for hearing as set forth herein.

SOLANO COUNTY OFFICE OF EDUCATION REQUEST FOR PRE-QUALIFICATION OF BIDDERS

PRE-QUALIFICATION SCORING CRITERIA

Contractors who wish to be pre-qualified must submit a completed pre-qualification questionnaire to the awarding body for review. Contractors are required to provide any additional information and/or documentation as instructed on the questionnaire.

A Contractor will be automatically pre-qualified if the responses submitted to all questions in Sections C and D do not raise concerns. A Contractor that does not automatically pre-qualify by “passing” Sections C and D is subject to additional scrutiny. If additional scrutiny is required, the awarding body will review and evaluate the required supporting documentation and use a numerical scorecard to determine whether the Contractor is pre-qualified as described below.

ESSENTIAL CRITERIA QUESTIONS

Contractor is immediately disqualified if:

- Any answer to questions 1 through 6 is “NO”
- Any answer to questions 7 through 13 is “YES”

If the Contractor is not immediately disqualified based on its answers to the questions in Section C, the awarding body may assume that the Contractor has passed this pre-qualification section. However, the awarding body may require additional information be submitted to verify the accuracy of the responses provided on the Questionnaire.

PRE-QUALIFICATION CRITERIA QUESTIONS

Contractors are required to answer questions 1 through 21 and must provide additional information to the awarding body for any questions where the answer is not “0”. The awarding body will then use this information to calculate a score for Section D in order to determine eligibility for pre-qualification.

All questions in which the Contractor's response is not "0" are scored. If all of the Contractor's responses to questions 1 through 21 are "0" the awarding body may assume that the Contractor has passed this pre-qualification section. However, the awarding body may require additional information from the Contractor to verify the accuracy of the responses provided. If the answer to any of questions 1 through 21 is not "0", additional scrutiny is required and the awarding body will analyze the issues using the following two factors:

1. Whether the incident was a good faith mistake and, if so, the error was promptly and voluntarily corrected when brought to the attention of the Contractor or Subcontractor.

AND

2. Whether the Contractor or Subcontractor has a prior history or several incidents of the issue are reported.

The Contractor is required to provide additional documentation for all answers which are not "0". The awarding body will review the additional documents to calculate a final score between 1 and 5 using the above criteria for each question.

The first factor requires the awarding body to assign a score based on the culpability of the Contractor. A score of 1 is assigned where the incident is clearly the result of a good-faith mistake and a score of 5 is assigned where the incident is clearly an overtly willful action for which the Contractor is culpable. The second factor requires the awarding body to assign a score based on the prior history of the issue being reported. A score of 1 is assigned where only a single incident exists, a score of 2 is assigned where two incidents exist, etc. up to a score of 5 assigned where five or more incidents of that kind exist.

Certain questions in Section D are weighted two times as much as others based on the severity of the actions and level of a Contractor's control over those actions. These questions are given additional weight because they involve significant concerns as to whether a Contractor should be pre-qualified. Also, scores were given additional weight based on a Contractor's level of control over those issues. For example, prevailing wage violations committed by a subcontractor receive less weight than a violation by the Contractor. These questions are scored as follows: If the first factor receives a score of 5 and the second factor receives a score of 4, the total score for a "Red Flag" question would be 18. The calculation can be seen as follows: $((5+4) \times 2 = 18)$. The following questions are assigned additional weight as explained above: 1 through 3, 5 through 6, 8, 10 through 12, 15 through 18, and 20. The awarding body may use the Scoring Worksheet on page (also provided separately in excel format), to calculate the Contractor's overall weighted score for Section D. A contractor pre-qualifies only if the overall score is 35 or less, and is disqualified if the overall score is greater than 35.

PROJECT REFERENCES

Section E is not scored, but allows the awarding body to collect information about a Contractor's six most recent public works projects. The information is meant to assist the awarding body to conduct the interviews of the managers of projects previously completed (that is, the people who supervised the projects for the project owners) by the Contractor wishing to pre-qualify. This may also provide the awarding body to verify answers provided in sections C and D.

**SOLANO COUNTY OFFICE OF
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SCORE CARD

Question Number	Factor #1 - Points	Factor #2 - Points	Combined Factor Points	Multiplying factor	Total Points
1			0	2	0
2			0	2	0
3			0	2	0
4			0	1	0
5			0	2	0
6			0	2	0
7			0	1	0
8			0	2	0
9			0	1	0
10			0	2	0
11			0	2	0
12			0	2	0
13			0	1	0
14			0	1	0
15			0	2	0
16			0	2	0
17			0	2	0
18			0	2	0
19			0	1	0
20			0	2	0
21			0	1	0
Total			=		0

Question Type
14 - Red Flag Questions (x2)
7 - Non-Red Flag Questions (x1)

Note: The awarding body will review additional documents provided by the Contractor in response to the questions in Section D to calculate a final score using the two factors listed above. A score on a scale of 1-5 is assigned to each factor.

Factor #1: A score of 1 is assigned where the incident is clearly the result of a good-faith mistake, and a score of 5 is assigned where the incident is clearly an overtly willful action for which the Contractor is culpable.

Factor #2: A score of 1 is assigned where only a single incident exists, and a score of 5 is assigned where 5 or more incidents of that kind are reported.

SOLANO COUNTY OFFICE OF
EDUCATION REQUEST FOR
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QUESTIONNAIRE

CONTRACTOR PRE-QUALIFICATION QUESTIONNAIRE

A. CONTRACTOR INFORMATION

(All Questions Must Be Answered)

Firm Name (as it appears on CSLB license): _____

Firm Type (Select one): ☐ Corporation ☐ LLC ☐ Partnership ☐ Sole Proprietorship ☐ Joint Venture

Contact Person/Title: _____

(List Owner(s) if Firm is a Sole Proprietorship or Partnership)

Local Address (P.O. Box is not acceptable):

Address 1: _____

Address 2: _____

City: _____

Zip: _____

Office Telephone: _____

Contact Mobile: _____

Fax Number: _____

E-mail Address: _____

List all California construction or other professional license numbers, classifications and expiration dates held by your firm:

License Number	Classification	Expiration Date

List your firm's DIR Public Works Contractor (PWCR) Registration Number(s):

PWCR Number	Entity Name	Expiration Date

If any of your firm's license(s) are held in the name of a corporation, limited liability company, or partnership, list below the names of the qualifying individual(s) listed on the CSLB records who meet(s) the experience and examination requirements for each license.

License Number	Qualifying Individual	Expiration Date

B. CURRENT ORGANIZATION AND STRUCTURE

Complete the section below for the appropriate type of firm:

For Firms That Are Corporations:

- 1a. Date incorporated: _____
- 1b. Under the laws of what state: _____
- 1c. Provide all the following information for each person who is either (a) an officer of the corporation (president, vice president, secretary, treasurer), or (b) the owner of at least ten percent of the corporation's stock:

Name	Position	Years with Firm	% Ownership

- 1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: For this question, "owner" and "partner" refer to ownership of ten percent or more of the business, or ten percent or more of its stock, if the business is a corporation.

Person's Name	Construction Firm	Date of Person's Participation with Firm

For Firms That Are Limited Liability Companies (LLC):

- 1a. Date Article of Organization filed: _____
- 1b. Under the laws of what state: _____
- 1c. Provide all the following information for all members of the LLC:

Name	Position	Years with Firm	% Ownership

- 1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: For this question, “owner” and “partner” refer to ownership of ten percent or more of the business, or ten percent or more of its stock, if the business is a corporation.

Person's Name	Construction Firm	Date of Person's Participation with Firm

For Firms That Are Partnerships:

- 1a. Date incorporated: _____
 1b. Under the laws of what state: ____ 1c. Provide all the following information for each partner who owns ten percent or more of the firm.

Name	Position	Years with Firm	% Ownership

- 1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: For this question, “owner” and “partner” refer to ownership of ten percent or more of the business, or ten percent or more of its stock, if the business is a corporation.

Person's Name	Construction Firm	Date of Person's Participation with Firm

For Firms That Are Sole Proprietorships:

- 1a. Date of commencement of business _____
- 1b. Identify every construction firm that the business owner has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: For this question, “owner” and “partner” refer to ownership of ten percent or more of the business, or ten percent or more of its stock, if the business is a corporation.

Person’s Name	Construction Firm	Date of Person’s Participation with Firm

For Firms That Intend to Make a Bid as Part of a Joint Venture:

- 1a. Date of commencement of joint venture: _____
- 1b. Provide all the following information for each firm that is a member of the joint venture that expects to bid on one or more projects

Name of Construction Firm	% Ownership

Note: Explain on a separate sheet. Provide all other pertinent information required in the sections above, for each Corporation, LLC, Partnership, or Sole-Proprietorship that is a part of the Joint Venture.

FOR ALL FIRMS:

2. At any time during the past five years, has your firm shared office space, warehouse space, yard, plant or shop facilities, staff, equipment, telecommunications or other assets with any other construction firm? (If yes, identify and explain below.)

Construction Firm	Description of Sharing Agreement	Location of Facilities

3. State your firm's gross revenues for each of the last three fiscal years:
- Current year (\$): _____
- Previous year (\$): _____
- Year prior to previous year (\$): _____

4. How many years has your firm been in business in California as a contractor under your present business name and license number? _____

5. Bonding Capacity – Provide documentation from your surety identifying the following:

Name of Bonding Company/Surety: _____

Name of Surety Agent: _____

Address: _____

Telephone number: _____

6. If your firm was required to pay a premium of more than one percent for a performance and payment bond on any project(s) on which your firm worked at any time during the last three years, state the percentage that your firm was required to pay. You may provide an explanation for a percentage rate higher than one percent, if you wish to do so.

7. List all other sureties (name and full address) that have written bonds for your firm during the last five years, including the dates on which they were issued:

Name	Address	Date

8. How often do you require documented safety meetings to be held for construction employees and field supervisors during the course of a project? _____

9. List your firm's Experience Modification Rate (EMR) (California workers' compensation insurance) for each of the past three premium years:

Current year rate: _____

Previous year rate: _____

Year prior to previous year rate: _____

10. Does your firm regularly utilize a third-party consultant to review labor compliance documents of subcontractors on a public works project? ☐ Yes ☐ No

11. Provide the name, address and telephone number of the apprenticeship program (approved by the California Apprenticeship Council) from whom you intend to request the dispatch of apprentices to employ on any public works project awarded by the District.

Name	Address	Phone

12. Provide the name, address and telephone number of the apprenticeship program (approved by the California Apprenticeship Council) from whom you have requested and/or employed apprentices in the past three years.

Name	Address	Phone

13. If your firm operates its own State-approved apprenticeship program:
- Identify the craft or crafts in which your firm provided apprenticeship training in the past year;
 - State the year in which each such apprenticeship program was approved and attach evidence of the most recent California Apprenticeship Council approval(s);
 - For each craft, list the number apprentices employed by your firm and the number of individuals that completed apprenticeships while employed by your firm during the last three years.

Craft	Year	No. Apprentices	No. Completed

14. Has your firm changed names or license number in the past five years? Yes ☐ No ☐
(If yes, explain on a separate sheet, including the reason for the change.)
15. Has there been any change in ownership of your firm at any time during the last five years? Yes ☐ No ☐
(If yes, explain on a separate sheet.)

NOTE: A corporation whose shares are publicly traded is NOT required to answer this question.

16. Is your firm a subsidiary, parent, holding company or affiliate of another construction firm? ☐ Yes ☐ No
(If yes, explain on a separate sheet.)

NOTE: Include information about other firms if one firm owns 50 percent or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.

17. Has any owner, partner and/or officer of your firm operated or been connected to a construction firm under any other name in the last five years not listed in Section A or Section B above at any time in the past five years? ☐ Yes ☐ No

(If yes, provide the person's name, construction firm name, and dates of participation.)

Name	Construction Firm	Dates of Participation

C. ESSENTIAL CRITERIA QUESTIONS

Circle Answer

1. Does your firm possess a valid and current California Contractor's or other professional license as required by law for the projector projects for which it intends to submit a bid?
2. Is your firm registered with DIR as a Public Works Contractor for the current fiscal year?
3. Does your firm have a liability insurance policy with a policy limit of at least \$1,000,000 per occurrence and \$2,000,000 aggregate?
4. Does your firm have current workers' compensation insurance policy as required by the Labor Code or is your firm legally self-insured pursuant to Labor Code section 3700 et. seq.?
5. Have you attached your firm's latest copy of reviewed or audited financial statements with accompanying notes and supplemental information? *

Yes ☐ No ☐

Yes ☐ No ☐

Yes ☐ No ☐

Yes ☐ No ☐

Yes ☐ No ☐

NOTE: Financial statements that are not either reviewed or audited are not acceptable. A letter verifying availability of a line of credit may also be attached; however, it will be considered as supplemental information only, and is not a substitute for the required financial statements.

6. Have you attached a notarized statement from an admitted surety insurer (approved by the California Department of Insurance) authorized to issue bonds in the State of California, which states that: (a) your current bonding capacity is sufficient for the project for which you seek pre-qualification if you are seeking pre-qualification for a single project; or valid for a year if you are seeking pre-qualification valid for a year; and (b) your current available bonding capacity? **

Yes ☐ No ☐

NOTE: Notarized statement must be from the surety company, not an agent or broker.

7. Has your contractor's or other professional license been revoked at any time in the last five years?
8. Has a surety firm completed a contract on your behalf, or paid for completion because your firm was in default and/or terminated by the project owner within the last five years?

Yes ☐ No ☐

Yes ☐ No ☐

Circle Answer

9. Is your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B, ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract, pursuant to Labor Code section 1777.1, Labor Code section 1777.7, or any other federal, state, county, municipal or other local law providing for the debarment of contractors from public works?
- Yes ☐ No ☐
10. Has your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B been convicted of a crime involving the awarding of a contract of a government construction project, the bidding or performance of a government contract, antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty?
- Yes ☐ No ☐
11. Is your firm currently the debtor in a bankruptcy case?
- (If yes, attach a copy of the bankruptcy petition showing the case number and date on which the petition was filed.)
- Yes ☐ No ☐
12. Has your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B ever been terminated from a public works contract, including but not limited to termination based on any misconduct, such as failure to comply with contractual, statutory, or other legal obligations from any public construction project?
- Yes ☐ No ☐
13. Does your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B currently have any delinquent liability to an employee, the state, or any awarding body for any assessment of back wages or related damages, interest, fines or penalties pursuant to any final judgment, order, or determination by any court or any federal, state, or local administrative agency, including a confirmed arbitration award?
- Yes ☐ No ☐

* Public Contract Code section 20101(e) exempts from this requirement a contractor who has qualified as a small business pursuant to Government Code section 14837(d)(1), if the bid is "no more than 25 percent of the qualifying amount provided in section 14837(d)(1)." As of January 1, 2001, the qualifying amount is \$10 million, and 25 percent of that amount, therefore, is \$2.5 million.

** An additional notarized statement from the surety may be requested by *the district* at the time of submission of a bid, if this pre-qualification questionnaire is submitted more than 60 days prior to submission of the bid.

D. PRE-QUALIFICATION CRITERIA QUESTIONS

Prior History

Circle Answer

1. How many times has your firm, or any of its officers, supervisors, or managers, declared bankruptcy at any time during the last five years?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(This question refers only to a bankruptcy action that was not described in your answer to Question 11 in Section C. If yes, attach a copy of the bankruptcy petition showing the case number and the date on which the petition was filed, a copy of the Bankruptcy Court's discharge order or any other document that concluded the case if no discharge order was issued.)

2. How many times has your firm, or any of its officers, supervisors, or managers, had an injunction, judgment, order, or lien entered against it for outstanding taxes assessed or fines, penalties and/or unpaid employee wages at any time in the last five years?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Provide details, including the name of the government agency, caption, date, case or docket number, and disposition. Be sure to note any judgments or liens that have not been fully satisfied.)

3. How many times in the past five years, has your firm, or any of its officers, supervisors, or managers, been a party in any civil litigation or administrative proceeding alleging violation of any of the following: contract antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Provide details including the nature of the claims and defenses, caption, date, case or docket number, name of the court or agency before which the case is pending or which it was heard, and current status.)

4. How many times in the past five years, has your firm, or any of its officers, supervisors, or managers, been a party in any civil litigation or administrative proceeding alleging a violation by a subcontractor hired by your firm of any of the following: contract antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Provide details including the nature of the claims and defenses, caption, date, case or docket number, name of the court or agency before which the case is pending or which it was heard, and current status.)

Circle Answer

5. How many times in the past five years, has your firm, or any of its officers, supervisors, or managers, paid any amount, fine or otherwise, regardless of characterization, to settle any of the allegations listed in Questions 3 and 4 above, whether with or without an admission of responsibility or liability?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Provide details, including the caption, date, case or docket number, and name of the court or agency before which the case was brought.)

6. How many times has your firm, or any of its officers, supervisors, or managers, been debarred, suspended, disqualified, denied a classification rating or pre-qualification or otherwise been declared not responsible to or prevented from bidding or performing work on any public works contract or subcontract in the last five years?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. State whether the firm involved was the firm applying for pre-qualification here or another firm. Identify by name of the company, name of the person within your firm who was associated with that company, date, owner of the project, project name and information, basis for the action, and case or docket number.)

7. How many times in the last five years has your firm been assessed and paid liquidated damages after completion of a project under a construction contract with either a public or private owner?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Identify all such projects by owner, owner's address, date of completion of the project, amount of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.)

8. How many times during the past five 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?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Identify the amount of each such claim, name and telephone number of the claimant, date of claim, grounds for claim, present status of claim, date of resolution of such claim if resolved, method by which claim was resolved if resolved, nature of resolution and amount, if any, at which claim was resolved.)

9. How many times in the last five years has any insurance carrier, for any form of insurance, refused to renew an insurance policy for your firm?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Name the insurance carrier, form of insurance, and year of refusal.)

10. How many times during the last five years, has your firm been denied bond coverage by a surety company, or has there been a period of time when your firm had no surety bond in place during a public works construction project when one was required?

☐ ☐ ☐ ☐ ☐ ☐
0 1 2 3 4 5+

(Explain on a separate sheet. Indicate the date when your firm was denied coverage, name of the company or companies which denied coverage, and the time period during which you had no surety bond in place.)

Criminal Matters and Civil Suits

Circle Answer

11. How many times has your firm, or any of its officers, supervisors, or managers, ever been convicted of a crime involving any federal, state, or local law related to construction?

☐ ☐ ☐ ☐ ☐ ☐
0 1 2 3 4 5+

(Explain on a separate sheet. Identify who was involved, name of the public agency, date of conviction, and grounds for conviction.)

12. How many times has your firm, or any of its officers, supervisors, or managers, ever been found liable in a civil suit or convicted of a federal or state crime of fraud, theft, or involving any other act of dishonesty, such as making any false claim or material misrepresentations?

☐ ☐ ☐ ☐ ☐ ☐
0 1 2 3 4 5+

(Explain on a separate sheet. Identify the person or persons convicted or found liable, court [the county if a state court, the district or location if federal court], year, and conduct involved.)

NOTE: The following two questions refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another contractor, or subcontractor. You need not include information about "pass-through" disputes in which the actual dispute is between a sub-contractor and a project owner. Also, you may omit reference to all disputes involving amounts of less than \$50,000.

13. How many times in the last five years has any claim against your firm concerning your firm's work on a construction project been filed in court or arbitration?

☐ ☐ ☐ ☐ ☐ ☐
0 1 2 3 4 5+

(Explain on a separate sheet. Identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim [e.g. "pending" or, if resolved, a brief description of the resolution].)

14. How many times in the last five years has your firm made any claim against a project owner concerning work on a project or payment for a contract and filed that claim in court or arbitration?

☐ ☐ ☐ ☐ ☐ ☐
0 1 2 3 4 5+

(Explain on a separate sheet. Identify the claim(s) by providing the project name, date of the claim, name of the entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim [e.g. "pending" or if resolved, a brief description of the resolution].)

Occupational Health and Safety Compliance

Circle Answer

15. How many times in the last five years has Cal OSHA cited and assessed penalties against your firm for any “serious,” “willful” or “repeat” violation(s) or the federal Occupational Safety and Health Administration cited and assessed penalties against your firm for violation(s) of safety or health regulations?
- ☐ ☐ ☐ ☐ ☐ ☐
0 1 2 3 4 5+

NOTE: If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Board has not yet ruled on your appeal, you need not include information about it.

16. How many times in the last five years has the EPA or any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against either your firm or the owner of a project on which your firm was the contractor?
- ☐ ☐ ☐ ☐ ☐ ☐
0 1 2 3 4 5+

(Explain on a separate sheet describing each citation.)

NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

17. How many times within the last five years has there ever been a period when your firm had employees but was without workers’ compensation insurance or state-approved self-insurance?
- ☐ ☐ ☐ ☐ ☐ ☐
0 1 2 3 4 5+

(Explain the reason for each absence of workers’ compensation insurance on a separate sheet. If “None,” please provide a statement by your current workers’ compensation insurance carrier that verifies periods of workers’ compensation insurance coverage for the last five years. If your firm has been in the construction business for less than five years, provide a statement by your workers’ compensation insurance carrier verifying continuous workers’ compensation insurance coverage for the period that your firm has been in the construction business.)

Prevailing Wage and Apprenticeship Compliance

18. How many times during the last five years, has your firm been required to pay back wages and/or penalties related to **state or federal** prevailing wage laws for work performed by **your firm**?
- ☐ ☐ ☐ ☐ ☐ ☐
0 1 2 3 4 5+

(Explain on a separate sheet. Describe the nature of each violation and identify the name of the project, date of its completion, public agency for which it was constructed, number of employees underpaid, and amount(s) of back wages and penalties your firm was required to pay.)

NOTE: Question 18 refers only to the violation of prevailing wage laws by your firm, not to violations by a subcontractor.

19. How many times during the last five years, has your firm or any subcontractors hired by your firm been required to pay back wages and/or penalties related to **state or federal** prevailing wage laws for work performed by a **subcontractor**?

Circle Answer

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Identify the subcontractor's business name and CSLB license number, describe the nature of each violation, and identify the name of the project, date of its completion, public agency for which it was constructed, number of employees underpaid, and amount(s) of back wages and penalties your firm was required to pay.)

NOTE: This question refers only to the violation of prevailing wage laws by subcontractors, not to violations by your firm.

20. How many times during the last five years, has your firm paid any penalties related to any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works projects, including Labor Code sections 1777.5 and 1777.7?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Provide the date(s) of such findings, case number(s), and attach copies of the Department's final decision(s).)

21. How many times during the last five years, has any subcontractor hired by your firm paid any penalties related to any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works projects, including Labor Code sections 1777.5 and 1777.7?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Provide the date(s) of such findings, case number(s), and attach copies of the Department's final decision(s).)



NOTE: Omissions, misrepresentations and any failure to disclose associations with other firms or any prior history of alleged violations may lead to loss of your eligibility to register as a Public Works Contractor, disqualification of bids, and/or grounds for termination of a contract.



E. PROJECT REFERENCES

Provide information about the firm's six most recently completed public works projects and its three largest completed private projects within the last three years. Names and references must be current and verifiable. Use separate sheets of paper that contain all of the following information*:

For General Contractors: Only list projects your firm performed as the general contractor.

For Subcontractors: Only list projects your firm performed as the prime contractor if a single trade job or as a subcontractor on a multiple trade contract. For multiple trade contracts, indicate the general contractor's name and contact information.

Project Name: _____

Location: _____

Owner: _____

Owner Contact (name and current phone number): _____

Architect or Engineering Firm: _____

Architect or Engineer Contact
(name and current phone number): _____

Construction Manager (name and current phone number): _____

Inspector of Record (name and current phone number): _____

Description of Project, Scope of Work Performed:

Total Value of Construction
(including change orders): _____

Date Construction Commenced: _____

Original Contractual Completion Deadline: _____

Adjusted Completion Deadline Based on
Time Extensions Granted by Owner: _____

Actual Date of Completion: _____

General Contractor's Project Manager (lead contact in office), if applicable: _____

General Contractor's Superintendent (lead contact on project site), if applicable: _____

* You may also provide information about other projects that you have completed that are similar to the project(s) for which you expect to bid using the same format.

CERTIFICATION

Questionnaires submitted by corporations must be signed with the legal name of the corporation, followed by the name of the state of incorporation and by the signature and designation of the chairman of the board, president or any vice president, and then followed by a second signature by the secretary, assistant secretary, the chief financial officer or assistant treasurer. All persons signing must be authorized to bind the corporation in the matter. The name of each person signing shall also be typed or printed below the signature. Satisfactory evidence of the authority of each officer signing on behalf of a corporation shall be furnished.

Questionnaires submitted by partnerships must furnish the full name of all partners and must be signed in the partnership name by a general partner with authority to bind the partnership in such matters, followed by the signature and designation of the person signing. The name of the person signing shall also be typed or printed below the signature.

Each person signing below makes the following representations under penalty of perjury:

The submitter of the foregoing answers to the questionnaire has read the same and the matters stated therein are true to the best of his or her own personal knowledge. This information is provided for the purpose of qualifying to bid on the Project, and any individual, company or other agency named herein is hereby authorized to supply the awarding body with any information necessary to verify the prospective bidder's statements. By signing below, the submitter and the named contractor hereby grant permission to the District to contact any or all of the above listed persons or entities to confirm facts or otherwise investigate the above facts and issues.

The submitter understands that any statement which is proven to be false shall be grounds for immediate disqualification from bidding on the Project. The submitter whose signature appears below represents and warrants that he or she has authority to bind the named contractor.

I, _____ (Name), the undersigned, am the _____
(Title), with the authority to act for and on behalf of _____
(Contractor Entity Name), declare under penalty of perjury under the laws of the State of California that the foregoing information provided in this Pre-qualification Questionnaire is true, full, and correct.

I understand that making a false statement may result in disqualification from bidding on any public works project, registering as a Public Works Contractor with the Department of Industrial Relations, and may be grounds for termination of a public works contract.

Executed on this: _____ day of _____ at _____.
(Date) (Month / Year) (City / State)

Name of Contractor Representative: _____

Signature of Contractor Representative: _____

SOLANO COUNTY OFFICE OF EDUCATION REQUEST FOR PRE-QUALIFICATION OF BIDDERS

SOURCES FOR VERIFICATION OF INFORMATION GIVEN BY CONTRACTORS

A CAUTIONARY NOTE: The information that will be given to public agencies by contractors seeking pre-qualification is provided under oath, with the understanding that the intentional providing of false information is, in itself, grounds for disqualification, and may result in disqualification from bidding on any public works project, registering as a Public Works Contractor with the Department of Industrial Relations, and may be grounds for termination of a public works contract. We expect that the information given should be and will be accepted at face value in most instances. Our list of sources of information available to the public is provided for use where a public agency reviewing the answers given in a questionnaire has specific reason to believe that one or more answers should be verified in this manner.

DIR - Public Works Contractor Registration Information

Information on a contractor's DIR Public Works Contractor Registration can be found online. The following link may be used to verify a contractor's current registration: <https://efiling.dir.ca.gov/PWCR/Search>.

Contractor License(s) Information

Names and addresses of licensed contractors, information about the type of license(s) issued and the dates when licenses were issued (and certain other information), are available from the Contractors' State Licensing Board (CSLB), 9821 Business Park Drive, Sacramento, CA 95827. Telephone number 800-321-2752. The CSLB web site for public information is: www.cslb.ca.gov.

Workers' Compensation Insurance Information

Every workers' compensation insurance carrier issues to each of its insured businesses a Certificate of Insurance. The contractor should be willing to provide a copy upon request.

Each contractor's Experience Modification Rate for the year should be stated in a letter to the contractor from the contractor's workers' compensation insurance carrier.

Some large companies are legally self-insured for workers' compensation, with the consent and authorization of the Department of Industrial Relations. The names of companies that are legally self-insured are available from the Department's Office of Self-Insurance Plans, Workers' Compensation, 11050 Olson Drive, Suite 230, Rancho Cordova, CA 95670; (916) 464-7000. The Office of Self-Insurance Plans web site for public information is: www.dir.ca.gov/osip/

The names of each business's current and recent workers' compensation insurance carriers are available from the Workers' Compensation Insurance Reporting Bureau (WCIRB), 1221

Industrial Safety and Health Laws Compliance Information

Information about citations issued by both the federal Occupational Safety and Health Administration and the California Division of Occupational Safety and Health (Cal OSHA) are available on a website maintained by federal OSHA, <http://www.osha.gov>. At that web site, click on "Data." On the Data page, click on "Statistics and Inspection Data." Next, click on "Establishment Search." When the next screen appears, enter the name of the contractor (entity) about whom you seek information in the "Establishment" window. Click on California in the "State" window. In the "Inspection Date" window, enter the date range in which you would like to request information. Then click the submit button.

Prevailing Wage Compliance Information

Information about recent prevailing wage law violations is available from the California Labor Commissioner, Division of Labor Standards Enforcement, 1515 Clay Street, Suite 401, Oakland, CA 94612, telephone (844) 522-6734. Requests may also be sent by email to: Publicworks@dir.ca.gov. Additional public information can be found at their website: www.dir.ca.gov/dlse.

Air Quality or Water Quality Board Citation Information

Information about citations issued by the California Air Resources Board is available from that agency under the Public Records Act. Their address is 1001 "I" Street Sacramento, CA 95814, or Post Office Box 2815, Sacramento, 95812. In addition, Regional Air Quality Management Districts and Regional Water Quality Control Boards throughout the state may issue citations for violation of air quality or water quality standards. Consult the appropriate board in your area for information about how to gather appropriate information. For other information they can be reached at by phone at (800) 242-4450 or by email: helpline@arb.ca.gov. Additional public information can be found at their website: ww2.arb.ca.gov.

Apprenticeship Programs and Compliance Information

Information about state-approved apprenticeship programs can be obtained from the Division of Apprenticeship Standards, 1515 Clay St, 3rd floor, Room 301, Oakland, CA 94612, telephone (415) 703-4920 or email: DAS@dir.ca.gov. A database of all state-approved apprenticeship programs can be obtained at the following link: <https://www.dir.ca.gov/databases/das/aigstart.asp>.

Information about violations of state apprenticeship laws is available from the California Labor Commissioner, Division of Labor Standards Enforcement, 1515 Clay Street, Suite 401, Oakland, CA 94612, telephone (844) 522-6734. Requests may also be sent by email to: Publicworks@dir.ca.gov. Additional public information can be found at their website: www.dir.ca.gov/dlse

Broadway, Suite 900, Oakland, CA 94612, telephone (888) 229-2472. WCIRB is not a public agency but it provides information to the public. It will provide the names of the current and recent workers' compensation insurance carriers of every employer in California, in response to a written request, for a fee of \$8 for every year for which you seek information. WCIRB's web site for public information is: www.wcirb.com.

Surety or Insurance Carrier Information

The California Department of Insurance will verify whether a surety or an insurance carrier is "admitted" to issue insurance policies within the State. The Department has a "Hot- Line" number 800-927-4357, and a website from which the information is available: www.insurance.ca.gov. The Department of Insurance headquarters is located on 300 Capitol Mall, Suite 1700, Sacramento, CA 95814.

Debarred and Disqualified Public Works Contractor Information

Information on the identities of contractors that have been debarred and disqualified from working on public works contracts is available from the California Labor Commissioner, Division of Labor Standards Enforcement, 1515 Clay Street, Suite 401, Oakland, CA 94612. A list of debarred contractors can be found using the following link: <https://www.dir.ca.gov/dlse/debar.html>

Secretary of State Business Entity Information

The California Secretary of State has certain current and historical information about all corporations that operate in California: dates of incorporation, articles of incorporation, the name of the original incorporators, the names of the corporate officers (who are not necessarily the corporate stockholders) and an agent for service of process for the corporation. This information is available from the Secretary of State upon written request. (Secretary of State, Business Programs Division, 1500 11th Street, Sacramento, CA 95814. Telephone (916) 653-6814 or (916) 657-5448). Public information from the California Secretary of States is available at their website: www.sos.ca.gov. The Secretary of State does not ordinarily have a listing of the names of initial stockholders or current stockholders, and that information is generally not available in any public record.

County Clerks Business Entity Information

Every business, including a partnership, that operates under a “fictitious name” (for example, “Ajax Sheet Metal Contractors” or “Smith Brothers Electrical Contractors”) is required to file with the County Clerk in the county in which its home office is located a “Fictitious Business Name” statement. This statement will indicate the owner of the business, if the business is a sole proprietorship, and the names of partners, if the business is a partnership. The information is available to the public from the County Clerk Office upon request. Requests should be made to the County in which the business is operating. It may be necessary to submit such a request in writing.

Bankruptcy Information

Bankruptcy petitions, which include the name of the person or business that is seeking protection from the Bankruptcy Court, are available for public inspection at the office of the Clerk of each Bankruptcy Court (which are federal courts). In California, Bankruptcy Courts are located in Sacramento, Modesto, Fresno, San Francisco, Oakland, San Jose, Los Angeles, Santa Ana, Riverside, and San Diego. Most documents filed in court in bankruptcy proceedings are available for public inspection, at the Bankruptcy Court clerk's office. Some information on bankruptcy filings may also be available from commercial enterprises that collect and sell information from public records. In addition, some information about bankruptcy cases filed August 1990 and later is available on-line through the "PACER" (Public Access to Court Electronic Records) system. To obtain information from PACER, you must register with the system, and pay a fee for the materials obtained. Call 1-800-676-6856 or you may register online at <http://pacer.psc.uscourts.gov/>.

State Civil and Criminal Case Information

Each court keeps records of every civil suit filed in that county, and of the judgments issued after trials. However, the exact terms of pre-trial settlements are generally not recorded in court files. Documents related to disputes submitted to arbitration are generally not available for public inspection. Public agencies, however, are required to disclose the terms of such settlements, when documents are requested under the California Public Records Act.

Criminal convictions are a matter of public record. Each website has an index of its own criminal case records at <http://www.courts.ca.gov/>. In addition, a few data collection businesses have collected criminal conviction information from public records throughout the state, and the collected information about particular individuals or businesses is available for sale from these private businesses.

Federal Civil and Criminal Case Information

Information about federal criminal cases (filed August 1991 and later) and civil cases (filed August 1990 and later) is available on-line through the "PACER" (Public Access to Court Electronic Records) system. To obtain information from PACER, you must register with the system, and pay a fee for the materials obtained. Call 1-800-676-6856 or register online at <http://pacer.psc.uscourts.gov/>.

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