



Procurement Services Division

Request for Qualifications & Bid



JOB ORDER CONTRACTING – General Contracting Services

Pursuant to the authority granted
by
PUBLIC CONTRACT CODE
20919.20 through 20919.33
(Job Order Contracting)

RFQ/BID NO: R-26033

Release Date: March 13, 2026

Job Order Contracting

Contracting Officer: Ronnie Bossier

Email Address:

ronnie.bossier@lausd.net



REQUEST FOR QUALIFICATIONS (RFQ) /BID NO. R-26033
for
JOB ORDER CONTRACTING
GENERAL CONTRACTING SERVICES
RFQ/BID SCHEDULE

Advertisement Dates: March 12, 2026 and March 19, 2026

Release of RFQ: March 13, 2026

The download of the RFQ is important. The District utilizes Ariba Business (Supplier) Network for timely receipt of RFQ documents for download, completion and submission by prospective Proposers/Bidders.

The URL to access this RFQ is:

<https://portal.us.bn.cloud.ariba.com/dashboard/public/appext/comsapsbncdiscoveryui#/RfxEvent/prview/1110007724?anId=ANONYMOUS>

(See item 10 for further information)

Pre-Bid Meeting (NON-MANDATORY)

March 20, 2026 @ 10:00 AM

Microsoft Teams meeting
Via *Microsoft Teams App*

Join:

<https://teams.microsoft.com/meet/26251373658034?p=bNQMEghLDYqarM8nso>

Meeting ID: 262 513 736 580 34

Passcode: cP7Tp2c5

[Need help?](#) | [System reference](#)

Dial in by phone

[+1 323-433-2278](tel:+13234332278), [273041518#](tel:+1273041518) United States, Los Angeles

[Find a local number](#)

Phone conference ID: 273 041 518#

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)

**Deadline to submit District
Prequalification Questionnaire:**

March 27, 2026

**JOC Software Training for
New JOC Contractors**

TBD by the Gordian Group (TGG)

Schedule will be announced via e-mail following the release of the Meeting Presentation/Slides.

RFQ RESPONSES DUE:

**No Later than 3:00 P.M. on April 6, 2026
via the Ariba Business (Supplier) Network**

Evaluation of RFQ Responses:

April 7 – April 14, 2026

Publish JOC RFQ Eligible Contractors List:

**Within 1 - 5 business days after Evaluation of
RFQ Responses**

REQUEST FOR QUALIFICATIONS (RFQ) /BID NO. R-26033
for
JOB ORDER CONTRACTING
GENERAL CONTRACTING SERVICES
RFQ/BID SCHEDULE - CONTINUED

BID RELEASE DATE:	April 22, 2026
<u>BID SUBMITTAL DUE DATE:</u>	No Later than 3:00 P.M. on April 29, 2026 <i>Bid submittal instructions will be given when the Eligible Contractors List is released.</i>
Announcement of Bid Results	Within 5 business days of bid submittal
Issue Notice(s) of Intent to Award (NOIA)	Within 10 business days of bid submittal
Award of Contract(s)	Within 5-7 days of NOIA

LAUSD reserves the right to modify this schedule, postpone or cancel the RFQ/BID process at any time.

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1. PURPOSE

The Los Angeles Unified School District (District/LAUSD) invites the submittal of qualifications from licensed “B” General Building Contractor interested in providing Job Order Contracting (JOC) for General Contracting Services for the accomplishment of repair, alteration, modernization, maintenance, rehabilitation, etc., of buildings, structures, or other real property District-wide. Ordering is accomplished through the issuance of a Job Order under the Job Order Contract.

<i>A summary of project activity from the last 5 years for General Construction is illustrated below:</i>				
2020-21	2021-22	2022-23	2023-24	2024-25
\$21,759,995	\$15,178,031	\$12,683,148	\$5,942,997	\$24,492,490

2. OBJECTIVE

The District intends to establish a bench of qualified contractors for General Contracting Services to perform concurrent construction work on an as-needed basis, District-wide, and who can deliver projects on time and within budget.

Bidders who receive prequalification approval and meet the RFQ minimum experience requirements will be placed on the **JOC RFQ Eligible Contractors List for General Contracting Services.**

Only Contractors on the Eligible Contractors List will be allowed to submit bids for General Contracting Services. This Eligible Contractors List will be effective for one (1) year from the date the list is published.

Job Order Contracts (“JOCs”) are awarded to the most qualified bidders pursuant to Public Contract Code section 20919 *et seq.*, and based on the requirements set forth in this Request for Qualifications/Bid. The District invites prequalified prospective job order contractors to submit competitive sealed bids in the manner prescribed herein. The District may award multiple JOC Contracts from this Request for Bid, depending on the outcome of the bidding process; however, a bidder may be awarded only one (1) contract from this solicitation. Upon award of a JOC to a job order contractor, the District may issue firm fixed-price, lump-sum job orders to the job order contractor for definite project scopes of work as compiled from the unit price catalog to be performed pursuant to the JOC.

3. CONTRACT TERM, VALUE, AND LIMITS

A JOC Contract is a fixed period, fixed-unit price, and indefinite quantity contract.

The term of the JOC Contract is 12 months or whenever the maximum value of the JOC Contract is achieved, whichever is less. The initial value of the JOC Contract may be increased to the maximum total dollar amount of nine million, sixty-five thousand dollars (\$9,065,000) at any time and as deemed necessary by the District.

A successful bidder will be awarded a JOC Contract with an initial value that does not exceed its bonding capacity and the amount specified in its prequalification approval letter, whichever is less. The District may award multiple JOC Contracts from this Request for Qualifications/Bids, depending on the outcome of the bidding process and based on District needs.

An awarded JOC Contract does not guarantee that any job order(s) will be issued by the District during the term.

4. PRE-BID MEETING (MANDATORY)

Bidder must attend the Mandatory Pre-Bid Meeting on **April 8, 2026 at 10:00 AM** via the *Microsoft Teams* app.

Bidder is responsible for ensuring that it has all RFQ and Bidding Documents, including all Addenda, provided by the District.

Topics covered in the Pre-Bid Meeting will include an overview of the District’s JOC Program, prequalification and contract requirements, and information on how to submit a Bid.



JOC Software Training: The District will announce via e-mail a subsequent, **non-mandatory**, JOC Software Training to all prospective bidders who downloaded the pre-bid meeting presentation slides. Training is geared towards Bidders who are new to the District's JOC Program.

5. REQUEST FOR CLARIFICATIONS (RFC) DEADLINE

Requests for Clarification (RFC) will be accepted up to **72 hours prior** to the RFQ due date. The District will accept e-mail questions related only to the RFQ and sent to Ronnie Bossier, Contract Administration Analyst at ronnie.bossier@lausd.net, with the subject header "RFQ R-26033 – RFC".

The District will not be bound by any information conveyed verbally, and any such clarifications or responses shall be communicated **in writing** as an Addendum to this RFQ.

6. LICENSE(S), CERTIFICATIONS, AND DEPARTMENT OF INDUSTRIAL RELATIONS (DIR) REGISTRATION REQUIREMENTS

Contractor must have an active "**B**" **General Building Contractor** license classification, issued by the California State License Board (CSLB), and be registered with the **Department of Industrial Relations (DIR)**.

Contractor shall maintain in current status all federal, state and local licenses, bonds and permits required for the operation of the business conducted by contractor. Bidder shall remain fully informed of and in compliance with all ordinances and regulations pertaining to the lawful provision of services under the contract. The District reserves the right to stop work and/or cancel the contract of any Contractor whose license(s) has expired, lapsed, been suspended or terminated.

I. CERTIFICATION REQUIREMENTS: Bidder's company must possess the following certifications at bid submittal and/or for each project.

a. Lead Certification Requirements (required at bid submittal)

i. Each laborer/journeyman level worker performing lead-related construction work must possess a current USEPA Lead **Renovation, Repair and Paint ("RRP")** Rule training completion certificate and **provide a copy** of the USEPA Lead Renovation, Repair, and Paint ("RRP") Rule Certificate.

ii. Contractor (Firm) performing lead-related construction work must possess a current USEPA Lead-Safe Renovator Firm training completion certificate and **provide a copy** of the USEPA Lead-Safe Renovator Firm Certificate.

iii. The General contractor that subcontracts the entire renovation job to other firms must have a USEPA Lead-Safe Renovator Firm certificate as a firm.

(Copies of all applicable licenses must be submitted with the RFQ Responses)

b. Asbestos Certification and Training (required for each project)

1. Each laborer/journeyman level worker performing asbestos-related construction work shall possess **16-hours Operation & Maintenance (AHERA) training Certificate** and not to **Disturb more than 3 square feet per impact area, if more than 3 square feet of asbestos impact then certified asbestos abatement contractor will be required.**

7. SCOPE OF WORK

The general scope of the projects under this RFQ is to provide **General Contracting Services** on demand and District-wide. The District may, at its sole discretion, assign a contractor to specific areas or regions to accommodate specific construction programs.

The contractor shall perform all work in accordance with the requirements set forth in the resulting contract and each mutually agreed upon Job Order issued by the District. The specific work requirements will be identified for each Job Order issued under the master contract.

The contractor shall provide all necessary labor, materials, tools, supplies, equipment, transportation, supervision, management, and shall perform all operations necessary and required to complete the requested service in a workmanlike manner.



Each Job Order will define the project duration.

The related technical CSI specification sections Divisions 02 thru 33 is deemed part of the Job Order Contract(JOC) RFQ and is available for download at http://www.laschools.org/documents/?folder_id=219598873 for future use, reference, and as specified in the individual Job Orders.

8. **MINIMUM EXPERIENCE QUALIFICATIONS**

Prior to completing the RFQ Response, prospective Bidders must ensure conformity with the items as set forth below:

Bidder must submit **three (3)** qualifying public works prime contractor experience references based the criteria set forth below. The District may consider data and experience records maintained by the District for all or some LAUSD construction projects successfully completed by the Bidder.

- a) Bidder must provide three (3) public works prime contractor experience references on General (B-License) projects completed within the last three (3) years and each valued at \$300,000 or more.
- b) References provided must be for General Building Contractor work (B-License).
- c) Bidder must submit complete references, per the above criteria, with verifiable contact information for validation purposes.

9. **DISTRICT PREQUALIFICATION PROGRAM**

It is the intent of the District to do business with quality contractors by identifying such contractors through a uniform system of rating bidders to obtain the best quality construction for the lowest price practicable under the circumstances. The District's prequalification programs are adopted pursuant to Public Contract Code Section 20111.5, 20111.6 and 20919.4.

Bidders that have not been prequalified by the District must submit a prequalification questionnaire on or before **March 27, 2026**. Bidders that have not been prequalified by the RFQ response due date, April 6, 2026 will not be eligible to bid.

It is the Bidder's responsibility to ensure timely submittal of a completed Prime Contractor Prequalification Questionnaire. This is the first step to obtaining a Contractor Prequalification Score / Rating used in the qualifying process for Bidders that have not been previously prequalified with the District. **If not already prequalified by the District, go to the link below to begin the process.**

<https://www.laschools.org/new-site/prequalification/>

Please submit LAUSD prequalification approval letter with the RFQ Responses.

10. **AVAILABILITY OF REQUEST FOR QUALIFICATIONS (RFQ) DOCUMENTS**

The Request for Qualifications (RFQ) documents are available to all interested parties. The District has implemented the process of releasing RFQ opportunities electronically through the Ariba Business (Supplier) Network for the convenience and timely receipt of RFQ documents for download, completion, and submission by prospective Proposers/ Bidders.

The URL to access this RFQ is: <https://discovery.ariba.com/profile/AN01650823748>

Firms intending to respond to this solicitation must register at the **Ariba Business Network Discovery** website (<https://discovery.ariba.com>) and create a profile.

Please visit the URL provided above, follow the on-screen instructions to register (if you are a new user), and access the solicitation. Once registered and logged in, you may download and review the RFQ document in preparation to submit a response via the Ariba Business (Supplier) Network.

A virtual drop-in session has been scheduled every Tuesday and Thursday from 11:00 AM to 12:00 PM to provide a walkthrough on how to respond to LAUSD solicitations in the Ariba Business (Supplier) Network.

You are welcome to attend this drop-in session, and no RSVP is necessary:

Tuesdays, 11:00 AM – 12:00 PM (PST) [Click Here to Join](#)

Thursdays, 11:00 AM – 12:00 PM (PST) [Click Here to Join](#)

All costs associated with obtaining or distributing the RFQ documents, and subsequent addenda (if any), are the responsibility of the bidder.

11. RFQ RESPONSE FORMAT AND SUBMITTAL REQUIREMENTS

To enable the District to efficiently evaluate RFQ Responses, it is **MANDATORY** that Bidder follows the required format by submitting one (1) set of RFQ Responses in 8 ½" X 11", **TYPED**, vertical format, consisting only of the specified materials in the **exact order outlined in this section**. The total number of pages for the RFQ Response should not exceed **10** pages.

Emphasis should be placed on brevity, conformity to the District's instructions, selection criteria of the RFQ, and completeness and clarity of content.

Each Bidder's reference submittals should clearly and accurately demonstrate General Contracting Services (**B - General Building Contactor License**) experience for consideration.

Submitting RFQ Responses

Responses shall be submitted via **Ariba Business (Supplier) Network** by the ***RFQ Response Due*** date of **April 6, 2026**, and no later than the time of **3:00 PM** as indicated on page 2 of 16 of the **RFQ/BID Schedule**.

Certification of Bid (1 page)

- a. Complete in its entirety and submit the **Minimum Experience Qualifications (2 pages)**.
 - i. Complete the **Reference Form** by listing **three (3) general building projects** with verifiable contact name, e-mail, business or cell phone number(s).
 - ii. The District may seek clarification, additional information, and/or proof of performance of work completed such as the Notice of Completion (NOC) filed by the public agency.
 - iii. Falsification of information or obtaining credit for work performed by others, may automatically disqualify Bidder from participation.
 - iv. The District may consider data and experience records on file for all or some LAUSD construction projects completed by the Bidder.
 - v. Bidders not meeting the Minimum Experience Qualifications requirements will not be considered for the scoring component and notified via e-mail.
- b. **Bidder Certification of References (1 page)**
- c. **B – General Building Contractor** license certified by California State License Board (CSLB).
- d. **LAUSD Prequalification Approval Letter**.
- e. **Micro-Business and Small Business Enterprise (SBE) Certification (1-2 pages) if applicable**
Pursuant to Public Contract Code Section 2002, the SBE Policy of the Los Angeles Unified School District Board of Education includes a bid preference provision for Certified SBE contractors. For Micro-SBEs, the preference is five percent (5%) of the responsible bidder meeting specifications. For other SBEs, the

preference is three percent (3%) of the responsible bidder meeting specifications. This preference is used only to determine the winning bid and does not change the actual bid or contract award amounts. Eligible bidders seeking this preference must include a copy of their current and valid Micro-Business or SBE certificate with each submittal.

Only certification from LAUSD or one of the agencies below will be accepted at the time of the RFQ Submittal. However, if certification from one of the agencies below is provided, bidder must also submit an LAUSD SBE Certificate with the Bid Submittal. To obtain LAUSD SBE Certification vendors must register and apply online using the online Supplier Self-Registration.

To get certified, vendors must have an LAUSD Vendor Number (starts with "1" and is 10 digits long). If vendor has an LAUSD Vendor Number, go to the Supplier Portal and log in to the existing vendor profile to get LAUSD SBE certified at <https://vendors.lausd.net/irj/portal>

- State of California – Department of General Services
- Metropolitan Water District of Southern California
- City of Los Angeles
- Los Angeles Metro
- Los Angeles County

12. SCORING AND COMPOSITE ADJUSTMENT FACTOR

Only RFQ Responses meeting the Minimum RFQ Experience Qualifications and Prime Contractor Prequalification requirements above, will be scored as follows:

The Contractor's Performance Evaluation and SBE Certification Score will be weighted **20%** and **3%** (or **5%** for Micro-SBEs), respectively, and subtracted from the bidder's Bid Adjustment Factor (BAF) submitted at the time of bid following this qualifying phase of the RFQ. A weight of **77% or 75%**, as applicable, will be applied to the bidder's BAF prior to subtracting the weighted Performance Evaluation and SBE Certification Scores. The lowest CAF will be declared the most qualified and prequalified bidder.

For example (Micro-SBEs):

Bid Adjustment Factor (BAF)	1.00
Contractor's Performance Evaluation Score	92%
SBE Certification	5%
<u>[Bid Adjustment Factor x BAF weight] – (CPE Score x weight) – (Micro-Business/SBE Cert. x weight) = Composite Adjustment Factor</u>	
$(1.0 \times 75\%) - (92\% \times 20\%) - (5\% \times 1.00) = 0.5160$	

Example for other SBEs:

Bid Adjustment Factor (BAF)	1.00
Contractor's Performance Evaluation Score	92%
SBE Certification	3%
<u>[Bid Adjustment Factor x BAF weight] – (CPE Score x weight) – (Micro-Business/SBE Cert. x weight) = Composite Adjustment Factor</u>	
$(1.0 \times 77\%) - (92\% \times 20\%) - (3\% \times 1.00) = 0.5560$	

13. ADDITIONAL INSTRUCTIONS AND INFORMATION

1. If Bidder submits a bid and requests to withdraw due to clerical error, per PCC 5100-5110, a penalty point may be applied against its prequalification compliance score. Please refer to the District's Prime Contractor Prequalification Program.



2. If Bidder bids and receives a JOC master contract, it is guaranteeing performance of multiple, on-demand, and concurrent work up to the maximum available contract value. If Contractor fails to perform, it could negatively impact its prequalification status and hinder its ability to bid and receive award on future District projects.
3. A Bidder is described as a Contractor meeting all the requirements of this RFQ and the resulting contracts and/or agreements. The Bidder will be required to construct the Project in accordance with the Contract Documents as defined in the General Conditions.

14. AVAILABILITY OF THE BIDDING DOCUMENTS

The Bidding Documents will be available for purchase to Bidders who will be listed on the JOC RFQ Eligible Contractors List for **General Contracting Services**. The Bidding Documents will be distributed by:

CRISP IMAGING
1829 South Main Street
Los Angeles, CA 90015
Business Hours:
Monday through Friday
7:00 a.m. to 6:00 p.m.
Telephone: (213) 741-9560
Email: lausd@crispimg.com Website: www.crispimg.com

All costs associated with the preparation of the RFQ and obtaining the related documents will be the responsibility of the Bidder and are non-refundable. Subsequent addenda (if any) are the responsibility of the Bidder and arrangements / payments are to be made directly with the reprographic company.

15. PROJECT STABILIZATION AGREEMENT (PSA) & 50% LOCAL HIRE

Bidder is subject to the Project Stabilization Agreement (PSA) and shall apply to all construction and major rehabilitation work under the JOC Program.

The District's Board has also established a **50% local worker participation requirement** for school construction projects funded through the voter-approved bonds. In support of the established requirement, the District has implemented a "We Build" program that continues to train local worker graduates in the construction trades.

16. LABOR COMPLIANCE PROGRAM (LCP)

Pursuant to Labor Code Section 1771.7, this Project will be subject to the Owner approved Labor Compliance Program (Final Approval, December 7, 1996). For questions or assistance concerning the Labor Compliance Program, contact the Labor Compliance Office at (213) 241-4665 or LaborCompliance@laschools.org, or go to www.laschools.org on the internet. Any Contractor to whom a contract for the Work is awarded by the Owner shall comply with the provisions of the California Labor Code, as well as the Owner Labor Compliance Program for the Project, including, without limitation, the obligation to pay the general prevailing rates of wages in the locality in which the Work is to be performed in accordance with, without limitation, Sections 1771, 1773.1, 1774, 1775 and 1776 of the California Labor Code and the obligation to comply with Section 1777.5 of the California Labor Code governing employment of apprentices. Copies of the prevailing rates of per diem wages are available to any interested party at www.laschools.org/contractor/lc or www.dir.ca.gov/dlsr.

17. OWNER CONTROLLED INSURANCE PROGRAM (OCIP)

Bidder is required to participate in the Owner Controlled Insurance Program (OCIP) as set forth in Section 00 7316 and Article 5 of the General Conditions.

18. SMALL BUSINESS ENTERPRISE (SBE)

Bidder is subject to the Small Business Enterprise (SBE) participation requirements as set forth in Section 00 7339.

The District has adopted SBE and DVBE Participation Programs, which includes businesses owned by small business enterprises, as defined by SBE, and by Disabled Veterans. The District has established participation goals to attain 25% of the Contract Amount going to certified SBE and 3% going to certified DVBE. SBE certified subcontractors, service providers and material suppliers at all tiers may be counted in achieving these goals, but amounts passed through certified SBEs and DVBEs to non-SBE or non-DVBE

contractors, service providers or materials suppliers shall not be counted in achieving participation requirements.

19. RETENTION

Pursuant to Public Contract Code (PCC) Section 7201 *et seq.*, OWNER has determined that the retention withheld on progress payments for this project will be 5%. The District has the right to waive this requirement at any time within the contract period, based on the Contractor's performance and timely completion of punch list work.

20. COLLABORATIVE FOR HIGH PERFORMANCE SCHOOL (CHPS) BEST PRACTICES MANUALS

The Owner is committed to sustainable or "high performance" design and construction in all of its schools because high performance schools enhance student and teacher performance, reduce operating costs, and protect the environment. To implement this commitment, the Owner endorses the high-performance school strategies defined in the Collaborative for High Performance School (CHPS) Best Practices Manuals (available at www.chps.net), and requires that all qualified projects achieve, at a minimum, a "CHPS School" rating. The Owner shall be responsible for monitoring compliance with the CHPS criteria necessary to achieve this objective.

21. PUBLIC RECORDS ACT

Responses to this RFQ will become the exclusive property of the District and subject to the California Public Records Act, Government Code sections 6250, *et seq.* Those portions of the RFQ submittal marked or otherwise identified by a Bidder to be returned to the Bidder, will be returned following award of contract for the Project.

Those elements in each response which are trade secrets as that term is defined in Civil Code section 3426.1(d) or otherwise exempt by law from disclosure and which are prominently marked as "TRADE SECRET", "CONFIDENTIAL", or "PROPRIETARY" may not be subject to disclosure. The District shall not in any way be liable or responsible for the disclosure of any such records including, without limitation, those so marked if disclosure is deemed to be required by law or by an order of the Court. Bidders which indiscriminately identify all or most of their submittal as exempt from disclosure without justification may be deemed non-responsive.

In the event the District is required to defend an action on a Public Records Act request for any of the contents of a bid marked "confidential", "proprietary", or "trade secret", Bidder agrees, upon submission of its bid for the District's consideration, to defend and indemnify the District from all costs and expenses, including attorneys' fees, in any action or liability arising under the Public Records Act.

22. DISTRICT RIGHTS

The District may investigate the qualifications of any individual or firm under consideration, require confirmation of information furnished and require additional evidence of qualifications to perform the services described in this RFQ. The District also reserves certain rights, including, but not limited to, the following:

- a. Reject any or all responses to the RFQ.
- b. Revise and/or cancel the RFQ.
- c. Question outside entities and District personnel and consultants regarding Bidder's past performance.
- d. Create evaluation panels and seek the assistance of outside technical experts and consultants or any other source to review, rank, and evaluate responses to the RFQ.
- e. Hold meetings and conduct discussions and correspondence with Bidders responding to the RFQ to gain an improved understanding and evaluation of the responses.
- f. Waive minor deficiencies, informalities, and irregularities in the responses to the RFQ.
- g. Consider data and experience records maintained by LAUSD for all or some LAUSD construction projects completed by the Bidder.
- h. Issue addenda addressing any or all item/issues in any or all Bids and from any or all interviews with Bidders to all Bidders (except for items marked as "TRADE SECRET", "CONFIDENTIAL", or "PROPRIETARY" as further defined in Public Records Act article above).

23. PREPARATION AND PARTICIPATION COSTS

This RFQ shall not, in any manner, be construed to be an obligation on the District to enter into a contract or result in any claim for reimbursement of cost for any efforts expended in responding to the RFQ, participation in interviews or in anticipation of any contract.

24. FILING OF PROTEST

All District procurements shall be conducted in a manner which assures that all prospective contractors/consultants are afforded fair and equal consideration, and the award of District contracts preserves and protects the integrity of the procurement process. To that end, any interested party who desires to raise concerns regarding a District award shall have the right to have its complaint considered and resolved administratively by the District in an expeditious manner. "Interested party," as used herein, means an actual or prospective Proposer whose direct economic interest would be affected by the award of a contract or by the failure to award a contract.

All protests shall be filed, handled, and resolved in a manner consistent with the District's protest procedures. The District will respond to each substantive issue raised in the protest. Protests relating to the content of this solicitation must be filed within ten (10) business days after the release of the solicitation. Failure to file a timely protest is a failure to exhaust an administrative remedy and shall act as a waiver of the right to challenge the solicitation and process even if a protest regarding a recommendation for contract award is filed.

Protests relating to a recommendation for contract award must be filed by an "interested party" within five (5) business days after release of the solicitation results. Failure to file a timely protest is a failure to exhaust an administrative remedy and shall act as a waiver of the right to challenge the recommendation for contract award.

All protests shall be filed via email to protest@lausd.net and in writing with the District's Chief Procurement Officer (CPO) or designee. Emailed protests must contain in the "Subject" line the advertised solicitation name and number with the name of the Contracting Officer.

Written protests shall be filed with the **Chief Procurement Officer, Los Angeles Unified School District, 333 S. Beaudry Avenue – 28th Floor, Los Angeles, CA 90017**. Include identification of the proposed solicitation name and number on the outside of the envelope/package with the Contracting Officer's name.

The protest shall, at a minimum, contain the following:

1. The name and address of the interested party and its relationship to the solicitation;
2. Identification of the solicitation name and number with Contracting Officer's name (include the school name, project number, and project description, as applicable);
3. Substantive description of the nature of the protest;
4. All documentation supporting the allegations of the protest;
5. Statement of the specific relief requested;
6. Identification of the provision(s) of the solicitation, regulations, or laws upon which the protest is based; and
7. Signature of an authorized executive with the authority to bind the company.

The Chief Procurement Officer or designee shall make a determination on the protest normally within (10) business days after the receipt. The Chief Procurement Officer or designee has the authority to make a final determination and the decision shall constitute the protestor's final administrative remedy.

25. VALIDITY OF BIDS

All Bid Adjustment Factors shall be valid for a period not less than **sixty (60)** days from the **Bid Submittal Date**.

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CERTIFICATION OF BID

**RFQ/BID – NO. R-26033
JOB ORDER CONTRACTING
GENERAL CONTRACTING SERVICES**

Company Name: _____

- A. The undersigned hereby submits its Bid and, unless otherwise stated, agrees to furnish services to the Los Angeles Unified School District in accordance with this RFQ, any subsequent addenda, and the attachments thereto.
- B. Bidder confirms that all elements of the RFQ have been carefully read and understood and that the Bidder takes no exception to the material provided.
- C. It is understood that the District reserves the right to accept or reject any or all Bids and to waive any informality in any Bid received.
- D. This Bid shall be considered an irrevocable offer and shall be valid for the period specified in this RFQ.

Date: _____

By: _____
Authorized Signature

Print Name: _____

Title: _____

Address: _____

Telephone (_____) _____

E-Mail: _____

Contractor License No.: _____

END OF DOCUMENT



27.

MINIMUM EXPERIENCE QUALIFICATIONS
(to be completed by bidder)

Company Name: _____

General/Specialty Area: _____
Must be of the same license classification called for in this RFQ.

I. MINIMUM EXPERIENCE QUALIFICATIONS

Bidder must submit qualifying public works prime contractor and/or subcontractor experience references based on the criteria set forth below. The District may consider data and experience records maintained by the District for all or some LAUSD construction projects successfully completed by the Bidder.

- a) Bidder must submit **three (3) public works** prime contractor experience references for General (B-License) projects completed within the last **three (3) years**. Each project referenced must be valued at **\$300,000 or more**.
 - i. Bidder must submit complete references, per the above criteria, with verifiable contact information for validation purposes.
 - ii. The District may consider data and experience records for all or some LAUSD construction projects successfully completed by the Bidder

Reference 1 of 3:

Project Name: _____ Contract No.: _____

Project Description: _____ Completion Date: _____

Location: _____ Total Contract Value: _____

Owner/Entity Name: _____

Contact Name: _____ Phone: _____

Email: _____

Reference 2 of 3:

Project Name: _____ Contract No.: _____

Project Description: _____ Completion Date: _____

Location: _____ Total Contract Value: _____

Owner/Entity Name: _____

Contact Name: _____ Phone: _____

Email: _____

THIS SPACE LEFT INTENTIONALLY BLANK.



Reference 3 of 3:

Project Name: _____ **Contract No.:** _____

Project Description: _____ **Completion Date:** _____

Location: _____ **Total Contract Value:** _____

Owner/Entity Name: _____

Contact Name: _____ **Phone:** _____

Email: _____

Documentation of the above should be available upon request by the District. Include a narrative if necessary

28. BIDDER CERTIFICATION OF REFERENCES



CHECK APPLICABLE INFORMATION:

I am an officer, a partner, a _____ of
(position or office held)

Applicant _____
(company name)

and I certify under penalty of perjury under the laws of the State of California that:

- (1) I am authorized to make this verification for and on Bidder's behalf.
- (2) All information provided by Bidder to the District as part of the RFQ process is true and accurate.
- (3) No attempt has been made by Bidder to purposely give any false, omissive, and/or misleading information.

Executed on _____, at _____, California.

Printed Name

Title

Signature

Documentation of references should be available upon request by the District. Include a narrative if necessary.

END OF DOCUMENT

