

**Approve the Use of Contractor  
Pre-Qualification and the Release of the  
Request for Pre-Qualification for the  
OC Streetcar Construction Project**

# What is Contractor Pre-Qualification?

Pre-qualification is a preliminary stage in the bidding process where it is determined if contractors have the required experience, financial capacity, and resources to complete the project.

# Legal Authority for Contractor Pre-Qualification

- The California Public Contract Code Section 20101 provides for public agencies to use a contractor pre-qualification. The code requires the use of a standardized questionnaire, uniform rating of contractors, and an appeals procedure by which a contractor denied pre-qualification can seek a hearing.
- The Federal Transit Administration Circular 4220.1F also permits the two-step procurement of qualifying potential bidders.

# Why Use Pre-Qualification For OC Streetcar?

- The Project has multiple areas of highly specialized work that can benefit from the use of pre-qualified contractors
  - Track installation
  - Overhead electric power supply installation
  - Santa Ana River Bridge construction
  - Shelter canopy fabrication/installation
- Pre-qualifying construction contractors
  - Minimizes risks to cost and schedule
  - Brings in responsible contractors with core expertise
  - Reduces administrative burden to the owner
  - Provides for better performance and higher quality of work

# How Will Pre-Qualification Work?

- Contractors complete and submit a questionnaire
- Questionnaire is scored using a uniform system of rating
- Contractors must meet a combination of pass/fail criteria or a minimum score threshold for each part of the questionnaire
- Contractors deemed not qualified can appeal and receive a hearing

# Scoring the Questionnaire

- The questionnaire is divided into four categories and will be scored as follows:

	Evaluation Criteria	Maximum Points	Required Passing Score
Part I	Essential Requirements for Qualification	Pass	Pass
Part II	Section 1: History of Business and Organizational Performance	76 points	57 points
	Section 2: Safety, Prevailing Wage, and Apprenticeship	68 points	49 points
Part III	Listing of Project Experience	Complete	Complete
Part IV	Reference Checks	130 points per project	95 points (average score of two projects)

# Scoring

- Contractors must receive a rating set forth in Part I and III of the pre-qualification questionnaire and attain the minimum required scores as noted above for Parts II and IV in order to be qualified.
- Only those contractors that are deemed qualified will be allowed to participate in the construction invitation for bids (IFB) and submit construction bids.

# Next Steps

- August 2017: Board of Directors (Board) authorizes the use of pre-qualification and the release of request for pre-qualification for the project
- October 2017: Planned Board approval to release the construction IFB for the project
- April 2018: Board approval to award agreement
- July 2018: OCTA issues Notice to Proceed for construction