



**Keyes Union School District**  
4801 Lucinda Avenue, Keyes, CA 95328  
Phone (209) 669-2921 • Fax (209) 669-2923

Jeff Reed, Board President  
Wesley Greene, Board Vice-President  
Jimmy Emmons, Sr., Board Clerk

Bob Edwards, Board Member  
Harinder Grewal, Board Member  
Helio Brasil, Superintendent

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## **Informal Bid Process**

### **California Uniform Public Construction Cost Accounting Act**

The Keyes Union School District (“KUSD”) Adopted Resolution No. 07-08-24, Resolution Adopting Informal Bidding Procedures Pursuant to the Uniform Public Construction Cost Accounting Act, approving the KUSD electing to become subject to the Uniform Public Construction Cost Accounting Act. These informal bidding procedures allow Public Works construction projects, as defined in the Public Contract Code, meeting specific criteria for cost (currently less than \$175,000) to be performed by contract acquired by informal bidding procedures.

### **Procedures for Establishment and Maintenance of List of Qualified Contractors**

During November of each year, the KUSD shall mail, e-mail, or fax as applicable, a notice and application to all construction trade journals inviting all license contractors to submit the name of their firm for inclusion on the KUSD’s list of qualified bidders for the year. The application is available on the KUSD’s website at

<http://keyes.k12.ca.us/maintenance-operations-and-transportation>.

The application shall require the contractor to provide the name and address to which a Notice to Contractors or Proposal should be mailed, a phone number at which the contractor may be reached, the type of work in which the contractor is interested in and currently licensed to do (earthwork, pipelines, electrical, painting, general building, etc.) together with the class of contractor’s license(s) held and contractor license number.

The KUSD may create a new contractor’s list starting January 1<sup>st</sup> of each year. The KUSD may include any contractor’s names they so desire on the list, but the list must include at a minimum all contractors who have properly provided the KUSD with the information required as stated above, either during the calendar year in which the list is valid or during November or December of the previous year. A contractor may have his firm added to the KUSD’s contractors list at any time by providing the required information on the Contractor’s Pre-Qualification Application and submitting it to:

**Keyes Union School District  
Maintenance, Operations, and Transportation Department**

**E-mail: [emorris@keyes.k12.ca.us](mailto:emorris@keyes.k12.ca.us)**

**-OR-**

**Fax: (209) 669-2923**

**If you need more information, please contact us at (209) 669-2921**



# CONTRACTOR'S PRE-QUALIFICATION APPLICATION

CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT INFORMAL BIDDING PROCESS

The Contractor listed below requests to be included in the Keyes Union School District List of Qualified Contractors to receive Notices of Inviting Informal Bids

NAME OF COMPANY: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ CONTACT TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

**General Engineering (Class A) and/or General Building (Class B) contractors must complete license number and class of license(s) held and also check the box(es) of categories of work in which they have specialized knowledge and skill, and in which they would be interested in participating in an informal contracting project with the Keyes Union School District.**

CA CONTRACTOR'S LICENSE NO: \_\_\_\_\_ CLASS OF LICENSE(S) HELD: \_\_\_\_\_

### CATEGORIES OF WORK

- |   |  |                                   |
|---|--|-----------------------------------|
| C-2 Insulation and Acoustical                           | C-21 Building Moving/Demolition        | C-43 Sheet Metal                  |
| C-4 Boiler, Hot water heating and Steam Fitting         | C-23 Ornamental Metal                  | C-45 Electrical Sign              |
| C-5 Framing and Rough Carpentry                         | C-27 Landscaping                       | C-46 Solar                        |
| C-6 Cabinet, Millwork and Finish Carpentry              | C-28 Lock and Security Equipment       | C-47 General Manufactured Housing |
| C-7 Low Voltage Systems                                 | C-29 Masonry                           | C-50 Reinforcing Steel            |
| C-8 Concrete  | C-31 Construction Zone Traffic Control | C-51 Structural Steel             |
| C-9 Drywall   | C-32 Parking and Highway Improvement   | C-53 Swimming Pool                |
| C-10 Electrical   | C-33 Painting and Decorating           | C-54 Ceramic and Mosaic Tile      |
| C-11 Elevator   | C-34 Pipeline                          | C-55 Water Conditioning           |
| C-12 Earthwork and Paving                               | C-35 Lathing and Plastering            | C-57 Water Well Drilling          |
| C-13 Fencing  | C-36 Plumbing                          | C-60 Welding                      |
| C-15 Flooring and Floor Covering                        | C-38 Refrigeration                     | C-61 Limited Specialty            |
| C-16 Fire Protection                                    | C-39 Roofing                           | ASB Asbestos Certification        |
| C-17 Glazing  | C-42 Sanitation System                 | HAZ Hazardous Substance Removal   |
| C-20 Warm-Air Heating, Ventilating and Air-Conditioning |  |                                   |

By signing below I certify to the best of my knowledge, the elements of information provided above are accurate and true, as of this date. I am properly licensed and skilled to perform the above work and am able to secure bonds to perform the work. My company shall comply with all city, state and federal requirements.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Submit Completed Form To:

Keyes Union School District  
Maintenance, Operations, and Transportation Department  
E-mail: [emorris@keyes.k12.ca.us](mailto:emorris@keyes.k12.ca.us)  
Fax: (209) 669-2923