

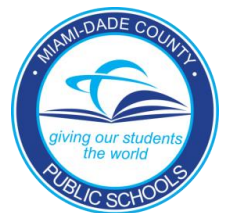


MIAMI-DADE COUNTY PUBLIC SCHOOLS OFFICE OF ECONOMIC OPPORTUNITY PREQUALIFICATION SEMINAR



THURSDAY, February 1, 2018

M-DCPS CONTRACTOR PREQUALIFICATION OVERVIEW



APPLICABLE STATUTES, RULES, CODES AND BOARD POLICIES

The Prequalification Certification process is governed by:

State Requirement for Educational Facilities (SREF) Section 4.1:

<http://www.fldoe.org/edfacil/pdf/srefrule12.pdf>

School Board Policy 6334:

<http://www.neola.com/miamidade-fl/>

Florida Statutes § 1013.46

Florida Statutes and State Rules can be found online
www.flsenate.gov

Florida Building Code § 423

PREQUALIFICATION DISCIPLINES

- GENERAL CONTRACTING (65)
- ELECTRICAL (9)
- BUILDING (4)
- ROOFING (9)
- MECHANICAL (9)
- ALARM SYSTEMS (3)
- FIRE ALARM (1)
- AIR CONDITIONING (HVAC) (5)

For additional disciplines please visit the Florida Department of State Requirements for Educational Facilities (SREF) website at:

<http://www.fldoe.org/finance/edual-facilities/state-requirements-for-edual-facilitie/>



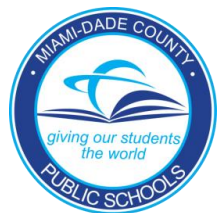
PREQUALIFICATION DISCIPLINES

Who needs to be prequalified by the District?

Any company that is a Registered Vendor who proposes to work for the District as a prime contractor on capital or maintenance construction projects.

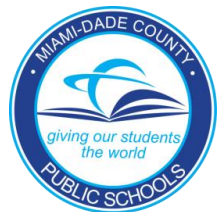
The District employs the following delivery methods to construct, renovate and maintain facilities:

- Construction Management @ Risk (CM @ Risk)
- Design-Build
- Conventional (hard-bid)
- Job Order Contracts (JOC-term)
- CM @ Risk Miscellaneous Contracts (term)
- Term Contracts



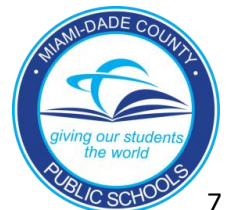
MANDATORY PREQUALIFICATION REQUIREMENTS

- **CERTIFICATE OF INCORPORATION:** Required to establish that the company has met the criteria to do business in the State of Florida. Must have an "Active" status with the Division of Incorporation, State of Florida.
- **LICENSE(S):** Must have a valid license registered in the State of Florida that includes the Qualifier's Name, Business Name and Trade/Discipline
- **LOCAL BUSINESS TAX RECEIPT (LBTR).** Required to establish that the company has met the criteria for doing business in the county that the business is located.



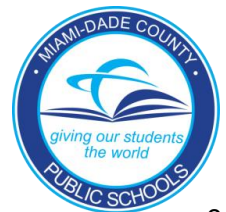
PREQUALIFICATION REQUIREMENTS

- **INSURANCE:** Certificate Of Insurance (COI) is required in the event of unforeseen accidents, damages, or losses that occur during construction.
- **FINANCIAL CAPACITY:** Determined by the size of projects submitted. Projects over \$200K or more **MUST** have 100% performance and payment security by an A. M. Best Rated Surety firm (A- or better) listed on the Surety Letter of Intent form. Projects \$200K or less require an **AUDITED** financial statement by CPA (within the last 12 months).
- **SURETY LETTER OF INTENT:** Required to establish that either the company or their underwriters, have the resources to complete the task contracted. Power of Attorney must be attached.
- **Note:** M-DCPS Single Bid Limits are determined based on the highest completed project multiplied by 2.



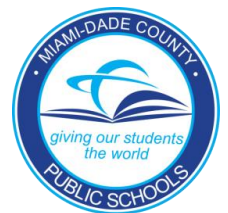
PREQUALIFICATION REQUIREMENTS

- **Disclosure of Litigation Letter** : Required as a quality assurance method for determining that the individual contracting company has the appropriate business history to fulfill the terms of their construction agreement with the District.
- **EXPERIENCE**: Applicants must provide documented verification of having completed at least two projects of similar scope, and financial size, within the past five (5) years.
- **AFFIDAVIT**: Required to confirm application content is both accurate and true.



NEW ONLINE PREQUALIFICATION APPLICATION PROCESS

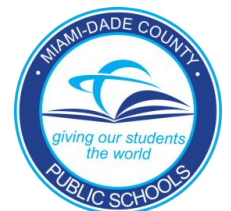
- Prior to accessing the online application, you will be required to register, by securing an account through www.miamidadeschools.diversitycompliance.com
- Follow the prompts for New Contractor Prequalification application.



NEW ONLINE PREQUALIFICATION APPLICATION PROCESS

GETTING STARTED

- ▶ Step 1: Go to the following link at:
<https://miamidadeschools.diversitycompliance.com>
- ▶ Step 2: Click on “*Home / Login*”
- ▶ Step 3: Click on “*Apply for Contractor Prequalification Application*” the “Instructions” page will appear prior to applying for the Application.
- ▶ Step 4: Select “*Create Account*”
- ▶ Step 5: Fill out required fields
- ▶ Step 6: Hit “*Next*”



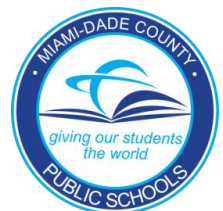
NEW ONLINE PREQUALIFICATION APPLICATION PROCESS

- ▶ **Step 7:** After creating your account, you will get a System Vendor Number.
- ▶ **Step 8:** Return to Step 1, by clicking on link again. Enter your ID and Password.
- ▶ **Step 9:** Click on “New Contractor Prequalification Application”
- ▶ **Step 10:** Begin filling out the New application with MDCPS Vendor Registration number.

To access your account, go to

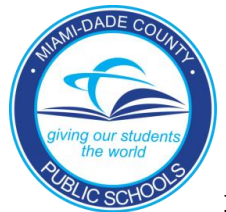
<https://miamidadeschools.diversitycompliance.com>

- ▶ **Special Note:** Uploaded documents must be converted to a PDF file.



CONTRACTOR PREQUALIFICATION REVIEW COMMITTEE (CPRC) MEETING

The CPRC members are comprised of District staff, as well as members from construction organizations. They are professionals who bring different disciplines and expertise to the table, such as knowledge of the construction industry, SREF and its application, finance, insurance, bonding requirements, and legal issues. CPRC reviews all prequalification applications, after which the approved applications are forwarded to the Superintendent and School Board for official action.

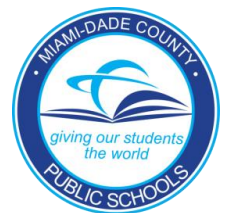


SUSPENSION AND REVOCATION

Board Policy 6334 Prequalification of Contractors for Educational Facilities Construction provides that the Board may, for good cause, suspend a contractor for part or all of a prequalification period, or revoke a prequalification certification.

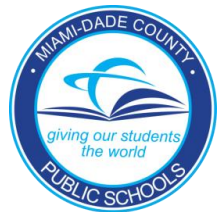
Reasons for suspension or revocation:

- Misleading statements
- Default
- Bankruptcy
- Liquidated damages
- Failure to pay subcontractors and suppliers
- Delinquency
- Suspended or revoked business license
- No longer meet prequalification criteria



What has been Accomplished?

- Over 150 projects already completed, dozens more under construction or in planning stages
- \$512 million already invested in our community's schools, with another \$86 million under contract
- Launching the remaining projects over the next 18 months and invest an additional \$600 million in our schools by 2020



PREQUALIFICATION POINT OF CONTACT

ALL PREQUALIFICATION QUESTIONS:
Christine Howard, SBE Compliance Manager
305-995-2654
howardcj@dadeschools.net

