

**REQUEST FOR PRE-QUALIFICATION OF BIDDERS COMMENCING WITH FORTHCOMING PUBLIC WORK BID
(RFQual)**

Notice is hereby given that City of Lakewood has determined that all bidders on the **PALMS PARK COMMUNITY CENTER IMPROVEMENTS (“Project”)**, to be undertaken by the City of Lakewood must be pre-qualified prior to submitting a bid on that project. It is mandatory that all Contractors who intend to submit a bid, fully complete the pre-qualification questionnaire, provide all materials requested herein, and be approved by City of Lakewood to be on the final qualified Bidders list. No bid will be accepted from a Contractor that has failed to comply with these requirements. If two or more business entities submit a bid as part of a Joint Venture or expect to submit a bid as part of a Joint Venture, each entity within the Joint Venture must be separately qualified to bid. **Fully completed questionnaires must be received by 2:00 p.m. local time on December 15, 2025.** Contractors are encouraged to submit pre-qualification applications as soon as possible, so that they may be notified of omissions of information to be remedied or of their pre-qualification status well in advance of the bid advertisement for this project.

Answers to questions contained in the attached questionnaire, information about current bonding capacity, notarized statement from surety, and the most recent reviewed or audited financial statements, with accompanying notes and supplemental information, are required. The City of Lakewood 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 City of Lakewood reserves the right to verify submitted information using all available sources. The City of Lakewood’s qualification determinations will be based on objective evaluation criteria.

The City of Lakewood reserves the right to adjust, increase, limit, suspend or rescind the pre-qualification rating based on subsequently learned information. Contractors whose rating changes are sufficient to disqualify them will be notified and given an opportunity for a hearing consistent with the hearing procedures described below for appealing a pre-qualification rating. While it is the intent of the pre-qualification questionnaire and documents required therewith to assist the City of Lakewood in determining bidder responsibility prior to bid and to aid the City of Lakewood in selecting the lowest responsible bidder, neither the fact of pre-qualification, nor any pre-qualification rating, will preclude the City of Lakewood from a post-bid consideration and determination of whether a bidder has the quality, fitness, capacity and experience to satisfactorily perform the proposed work, and has demonstrated the requisite trustworthiness.

The pre-qualification packages should be submitted under seal and marked **“PALMS PARK COMMUNITY CENTER IMPROVEMENTS PROJECT - DO NOT OPEN WITH REGULAR MAIL”** to the office of the City Clerk at 5050 Clark Ave, Lakewood CA 90712. **It is the Bidder’s responsibility alone to ensure delivery of the package to the hands of the CITY’s designated official prior to the prequalification application deadline set forth herein. Late submittals will not be considered and will be returned to the Bidder unopened.**

Request for Pre-Qualification and Bid Documents may be obtained in portable document format (PDF), on a USB flash drive, for a non-refundable fee of \$15, at the office of the City Clerk, Lakewood City Hall, 5050 Clark Avenue, Lakewood, California, or may be mailed upon written request accompanied by advanced payment of \$20. It is the contractor’s responsibility to ensure they are on the City’s Plan Holder’s List, and they obtain any addenda or clarifications that are issued by the City on the City’s website prior to submitting a bid. For any questions regarding acquisition of Contract Documents, contact the City Clerk at cityclerk@lakewoodca.gov or by phone at 562-866-9771, ext. 2200.

The pre-qualification applications (questionnaire answers and financial statements) 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. However, the contents may be disclosed to third parties for purpose of verification, or investigation of substantial allegations, or in the appeal hearing. State law requires that the names of contractors applying for pre-qualification status shall be public records subject to disclosure, and the first page of the questionnaire will be used for that purpose.

Each questionnaire must be signed under penalty of perjury in the manner designated at the end of the form, by an individual who has the legal authority to bind the Contractor on whose behalf that person is signing. If any information provided by a Contractor becomes inaccurate, the Contractor must immediately notify the City of Lakewood and provide updated, accurate information in writing, under penalty of perjury.

The City of Lakewood reserves the right to waive minor irregularities and omissions in the information contained in the pre-qualification application submitted, to make all final determinations, and to determine at any time that the pre-qualification procedures will not be applied to a specific future public works project.

Contractors may submit pre-qualification applications during regular working hours on any day that the offices of the City of Lakewood are open. Contractors who submit a complete pre-qualification application will be notified of their qualification status no later than three (3) business days after submission of the information.

Prospective Bidders that submit a Statement of Qualification (SOQ) will be evaluated in accordance with the State of California Department of Industrial Relation's (CADIR) "Labor Commissioner's Model Questionnaire," dated March 19, 2019. This guidance can be found on the CADIR's website at the following internet link: <https://www.dir.ca.gov/Public-Works/Public-Works-Pre%E2%80%90Qualification-of-Contractors.html>.

The City of Lakewood may refuse to grant pre-qualification where the requested information and materials are not provided, or not provided by 2:00 p.m. local time on December 15, 2025. There is no appeal from a refusal for an incomplete or late application, but re-application for a later project is permitted. The closing time for bids will not be changed in order to accommodate supplementation of incomplete submissions, or late submissions.


In accordance with Public Contract Code Section 20101(d), where a timely and completed application results in a rating below that necessary to pre-qualify, an appeal can be made. An appeal is begun by the Contractor delivering notice to the City of Lakewood of its appeal of the decision with respect to its pre-qualification rating, no later than three (3) business days after receiving notice of disqualification. Without a timely appeal, the Contractor waives any and all rights to challenge the decision of the City of Lakewood, whether by administrative process, judicial process or any other legal process or proceeding.

If the Contractor gives the required notice of appeal and requests a hearing, the hearing shall be conducted so that it is concluded no later than five business days after the City of Lakewood's receipt of the notice of appeal, and no later than five business days prior to the last date for the receipt of bids on the project. The hearing shall be an informal process conducted by a panel to whom the City of Lakewood has delegated responsibility to hear such appeals (the "Appeals Panel"). At or prior to the hearing, the Contractor will be advised of the basis for the City of Lakewood's pre-qualification determination. The Contractor will be given the opportunity to present information and present reasons in opposition to the rating. Within one day after the conclusion of the hearing, the Appeals Panel will render its decision. It is the intention of the City of Lakewood that the date for the submission and opening of bids will not be delayed or postponed to allow for completion of an appeal process.

Note: A contractor may be found not pre-qualified for bidding on a specific public works contract to be let by the City of Lakewood, or on all contracts to be let by the City of Lakewood until the contractor meets the City of Lakewood's requirements. In addition, a contractor may be found not pre-qualified for either:

- (1) Omission of requested information or
- (2) Falsification of information

DATED this 17th day of November, 2025


Jo Mayberry, City Clerk