



Liberty Union High School District

20 Oak Street

Brentwood, CA 94513

Phone: 925.634.2166 Fax 925.634.1687

Eric L. Volta, Superintendent

INFORMAL BID PROCESS

California Uniform Public Construction Cost Accounting Act

The Liberty Union High School District adopted Resolution No. 2013-08 on September 25, 2013 approving the 'District' 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 District shall mail, e-mail or fax as applicable a notice and application to construction trade journals inviting all license contractors to submit the name of their firm for inclusion on the District's list of qualified bidders for the year. The application is available on the District's website at www.luhisd.net under "Announcements". Click on, "Contractor's Pre-Qualification Application". If access to the internet is not available, please contact the number below and an application will be faxed.

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 District may create a new contractor's list starting January 1st of each year. The City may include any contractor's names they so desire on the list, but the list must include at a minimum all contractor's who have properly provided the District 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 District's contractors list at any time by providing the required information on the Contractor's Pre-Qualification Application and submitting it to:

Liberty Union High School District

Attn: Paul Melloni, Facilities Director

E-mail: mellonip@luhsd.net

Or fax to: 925-634-2642

Or mail to: 20 Oak Street, Brentwood, CA 94513

If you need more information, please contact us at (925) 634-3812