

**EXECUTIVE SUMMARY**

**Pre-Qualification of Contractors  
Approval of Application and Issuance of Certification**

**PROJECT OVERVIEW:**

<b>Type of Contract:</b>	N/A
<b>Architect:</b>	N/A
<b>Contractor:</b>	N/A
<b>Notice to Proceed Date:</b>	N/A
<b>Bid Amount</b>	N/A

**GENERAL OVERVIEW:**

State statutes, regulations and board policy allow contractors that wish to pursue work with the District the opportunity to pre-qualify. These requirements mandate that a contractor be pre-qualified at the time of the bid opening and that the Board act on a pre-qualification application within sixty (60) days.

The Pre-Qualification Application process is in accordance with State Requirements for Educational Facilities (SREF), F.S. 1013.46 and Board Policy 7003. \*New Certification \*\*Certified M/WBE and/or SBE.

Staff within the Office of Facilities & Construction Contracts Department review the application, make recommendations, and facilitate Qualification Selection Evaluation Committee (QSEC) meetings. QSEC then considers staff's recommendations to the Superintendent.

The Board then considers the Superintendent's recommendations. Such recommendations include:

Issue Pre-Qualification Certification: This is the initial certification for a contractor who is not currently certified or whose certification has expired, or has been revoked and has met the eligibility criteria.

Issue Pre-Qualification Re-Certification: This is an annual renewal certificate for a contractor who is currently certified and has met the eligibility criteria.

Issue Recommendation to Not Certify: This is the denial of the initial certification for a contractor who has not met the eligibility criteria.

Issue Recommendation to Not Re-Certify: This is the denial of the annual renewal certificate for a contractor who is currently certified and has not met the eligibility criteria.

Issue Recommendation to Increase Limits: This is the approval of the request to increase the bonding limits for a Contractor who is currently certified and has met the eligibility criteria.

Deny Request to Increase Limits: This is the denial of the request to increase the bonding limits for a Contractor who is currently certified and has not met the eligibility criteria.

Issue Recommendation to Increase Limits: This is the approval of the request to increase the bonding limits for a Contractor who is currently certified and has met the eligibility criteria.

Deny Request to Increase Limits: This is the denial of the request to increase the bonding limits for a Contractor who is currently certified and has not met the eligibility criteria.


Approve Appeal to Re-Certify: This is the certification for a contractor who was previously pre-qualified, was then denied certification for not meeting the eligibility criteria, but appealed the recommendation and has now met the eligibility criteria.

Deny the Appeal to Re-Certify: This is the denial of a certification for a contractor who was previously pre-qualified, was then denied certification for not meeting the eligibility criteria, but appealed the recommendation and has still not met the eligibility criteria.

Approve Appeal to Certify: This is the certification for a contractor who was either not previously pre-qualified or whose certification has expired or had their pre-qualification revoked for not meeting the eligibility criteria, but appealed the recommendation and has now met the eligibility criteria.

Deny the Appeal to Certify: This is the denial of a certification for a contractor who was either not previously pre-qualified or whose certification has expired or had their pre-qualification revoked for not meeting the eligibility criteria, but appealed the recommendation and has still not met the eligibility criteria.

Reviewed by:



Date: 6/2/13