



## QUALIFIED CONTRACTORS LIST FOR 2025 CALENDAR YEAR

The Rancho Santiago Community College District has adopted the Uniform Construction Cost Accounting Procedure under Public Contract Code §22000 et seq. In accordance with the State of California Uniform Public Construction Cost Accounting Commission, the District is inviting all interested licensed contractors to submit their company for inclusion on the District's list of qualified contractors for calendar year 2025. **If your company submitted an application for 2024, your information has been rolled over to the 2025 list.** Pursuant to the California Public Contract Code 22032, any Public Works Project that is estimated to be \$220,001 or less is subject to the Informal Bidding Procedures set forth by the State of California Uniform Construction Cost Accounting Commission. Contractors who submit a complete and valid application are placed on the District's Qualified Contractor List and are eligible to bid for Informally Bid Projects. All trade categories are subject to Informal Bidding Procedures and the Qualified Contractor List requirement. **Contractors that are interested in being on the 2025 Qualified List are required to have a current license and are subject to verification through the Contractors State License Board at all times.** If the District determines any information provided on an application is incorrect, incomplete, or false, the District may either reject the application or remove an already admitted contractor from the Qualified List at any time. All contractors are responsible for notifying the District immediately if any information provided has changed and may be subject to removal from the list for failure to timely notify the District.

**Contractors must be currently registered with the Department of Industrial Relations (DIR) and meet the requirements of Labor Code section 1725.5 to qualify for any District project and therefore must provide a current and valid DIR registration number on their applications. Contractors must maintain valid registration with DIR throughout the current year and must provide proof of current DIR registration when bidding for any District project. Even if a contractor is placed on the Qualified Contractor List, the contractor cannot perform any work on any District project without a current and valid DIR registration.** Contractor shall be solely responsible for ensuring compliance with Labor Code section 1725.5 as well as any requirement implemented by DIR applicable to its services or its subcontractors throughout its work on any District project. Contractor shall also furnish certified payroll records as required pursuant Labor Code section 1776 directly to the Labor Commissioner in accordance with Labor Code section 1771.4 and in a format prescribed by the Labor Commissioner throughout any District project. By submitting an application to be included on the District's Qualified Contractor List, contractor confirms that it is in compliance with all applicable DIR regulations and has the capacity to maintain compliance throughout the calendar year and during any District project.

If you or your company would like to be placed on the District's 2025 Qualified Contractor List, please complete the District's Contractors Letter of Interest Application and return it to the Purchasing Department via email to [Purchasing@rscsd.edu](mailto:Purchasing@rscsd.edu). All contractors are responsible for ensuring their application is received by the District.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**SANTA ANA, CALIFORNIA**  
Linda Melendez  
Director, Purchasing Services



**CONTRACTORS LETTER OF INTEREST APPLICATION FOR 2025**

Date: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Business Contact Name: \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_  
Street City/State Zip Code

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Website: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_

*(This section is optional and used for informational purposes only)*

**Specify if your business is:**

- |  |                |
|--|----------------|
| 1. Small Business Enterprise (SBE)             | Yes [ ] No [ ] |
| 2. Women Owned Business Enterprise (WBE)       | Yes [ ] No [ ] |
| 3. Minority Owned Business Enterprise (MBE)    | Yes [ ] No [ ] |
| 4. Disabled Veteran Business Enterprise (DVBE) | Yes [ ] No [ ] |
| 5. Disadvantaged Business Enterprise (DBE)     | Yes [ ] No [ ] |

**Note:** *If yes, please submit a copy of certification with this application. The criteria for Business Enterprises are available on the following pages.*

Indicate Work or Services Your Company is interested in (electrical, grading, painting, etc.):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Specify the project values and categories MOST applicable to your firm:**

**Project Value**

- Up to \$999.99 [ ]
- \$1,000 - \$14,999 [ ]
- \$15,000 - \$75,000 [ ]
- \$75,001 - \$220,000 [ ]
- \$220,001 + [ ]

**Project Categories**

- Maintenance and Repair [ ]
- New Improvements [ ]
- Major Renovation [ ]
- New Construction [ ]

**DIR Registration Number:** \_\_\_\_\_ **(Contractor & subcontractor cannot perform any work on any District project without a current and valid DIR registration number.)** [www.dir.ca.gov](http://www.dir.ca.gov)

**California Licenses:**

<b><u>CLASS/CERT</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>LICENSE #</u></b>	<b><u>EXPIRATION DATE</u></b>
_____	_____	_____	_____
_____	_____	_____	_____
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If additional space is needed, attachments may be included with your form submission. Return completed application form to the Purchasing Department via email to [Purchasing@rscdd.edu](mailto:Purchasing@rscdd.edu).

For District Use Only	
Information Verified (Initial): _____	Date and Time Submitted by Contractor: _____