



Central Union High School District Pre-Qualification Appeals Procedure

A Contractor who has submitted a pre-qualification questionnaire and who receives a rating of “Not Qualified” from the District may appeal that determination. There is no appeal from a finding that a Contractor is not pre-qualified because of a late application or a failure to submit required information. The Contractor may re-apply for pre-qualification during one of the designated time periods.

The Contractor must deliver notice to the District’s Superintendent or Assistant Superintendent–Business Services of its appeal of the decision with respect to its pre-qualification rating. Notice of Appeal must be delivered no later than ten (10) business days after receipt of notice of its qualification status from the District. Unless the Contractor files a timely appeal, the Contractor waives any and all rights to challenge the qualification decision of the District, 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 ten (10) business days after the District’s receipt of the Notice of Appeal. The hearing shall be an informal process conducted by a panel (the “Appeals Panel”) to which the District has delegated responsibility to hear such appeals.

At or prior to the hearing, the Contractor will be advised of the basis for the District’s pre-qualification determination. The Contractor will be given the opportunity to present information and present reasons in opposition to the rating. At the conclusion of the hearing or no later than one (1) business day of the hearing, the Appeals Panel shall render its decision. The outcome of the Appeals Panel’s decision which will be final and binding. The date for the submission and opening of bids will not be delayed or postponed to allow for completion of an appeal process.