

Frequently Asked Questions (FAQs)

How do I participate in your bidding process?

Any building contractor who is licensed, insured and bonded may apply to be qualified and participate in the program.

What are the requirements to be CDA qualified?

Briefly, to be a CDA qualified contractor, a General Building Contractor or Specialty Contractor must:

1. Be licensed and in good standing with the California State Contractor Board
2. Have \$1,000,000 Liability Insurance (minimum) and name Alameda County CDA as additional insured. When a project is awarded, the owner's name and the City must also be named as additional insured.
3. Complete and mail the CDA Contractor Application Form
4. Complete the California Department of Public Health's (CDPH) 40-hour lead training for Supervisor and pass the test for California Certification
5. Read and understand the Contractor Handbook
6. Have adequate financial resources to complete projects
7. Provide recent (past 6 months) work references.

Please refer to the Contractor Handbook, online at http://www.achhd.org/documents/Contractor_Handbook.pdf for complete requirements.

How long does it take to become qualified?

When CDA receives a completed application, it usually takes ten to twenty business days to complete the process. The contractor will then be notified via email.

Can a contractor attend the bid walk prior to being Community Development Agency (CDA) qualified?

Only CDA qualified contractors may attend the bid walk.

How are contractors selected?

Projects open for bidding are posted on the Department's telephone bidding line at 510-567-8256 on a regular basis. The Department also requests bids from contractors on the qualified list to ensure that homeowners receive timely bids and that contractors can schedule and complete jobs in a timely fashion. After bids are received the homeowners select the contractor.

Can sub contractors attend the bid walk?

Most projects require more than one trade and coordination of multiple trades to complete. Therefore, we solicit general contractors. However, if a project is only for a single system such as roofs, furnaces, etc., that will be announced in the project description and appropriate contractors may bid.

How do I get paid and how long do I have to wait?

Our office processes contractor payments on a weekly basis. Monday afternoons at 4PM is the deadline to request payments. The Department must verify that work is completed and acceptable to the owner prior to approval of the payment. Checks are mailed the following week.

What are the CDA Green Building requirements?

Conventional building and remodeling practices consume natural resources and generate waste. To reduce this waste, the Department endeavors to have contractors use products and materials that conserve natural resources, increase energy efficiency, and improve indoor air quality. Contractors should refer to the Contractor's Handbook which provides construction industry professionals with detailed green building resources and services that they are expected to use in all housing rehabilitation projects.

Do the Prevailing Wage and Davis Bacon requirements apply to your projects?

Davis Bacon requirements do not apply to single family homeowner sponsored rehabilitation. However, some projects may require Davis Bacon/Prevailing Wage based upon the number of units, size of the project or the financing source. CDA staff will inform contractors when they apply and will include those requirements on the bidding documents.