

## **CHECKLIST OF REQUIRED SUBMITTALS**

1. Pre-Qualification Program Questionnaire:
  - All questions answered
  - Signed and dated
  
2. Reviewed or Audited Financial Statements for a full year ending within the last 12 months and reflecting the most recent, fiscal year activity. Complete Financial Statements include the following components:
  - Balance Sheet
  - Statement of Income and Retained Earnings
  - Statement of Cash Flows
  - Notes
  - Supplemental Schedules
  
3. Bond Letter:
  - Dollar amount for a single contract
  - Dollar amount for an aggregate program
  - Addressed to the City of San Diego
  - Notarized with Power of Attorney
  
4. Projects completed within the last ten (10) years under your current California state license.
  - Complete Form A