

How to Do Business With UCSF

We go big by starting small

You can begin the qualification process by completing our Contractor Profile or Annual Announcement forms:

- [Construction Contractor Profile Form](#) (Contractors)
- [Annual Announcement Form](#) (Design Professionals/Consultants)
- [UCOP Annual Announcement](#) – intended to identify persons and firms interested in pursuing contracts to perform various services
- [Sheltered Bidding Program](#) UCSF Real Estate
- [Construction Procurement](#)
- UCSF Real Estate uses [Building Connected](#) to advertise projects
- Contact [UCSF Real Estate Outreach](#) with questions

You will Need:

- License Classification/Codes (B, C-33)
- Employer Identification Number (EIN)
- Contractors State License Board (CSLB #)
- Architect License
- Active registration with the Department of Industrial Relations Primary location (SF / East Bay)

Construction Procurement – Insurance

Minimum Insurance Requirements

- Commercial General Liability Policy
 - \$2 million general aggregate
 - \$2 million products/completed operations aggregate
 - \$1 million personal & advertising injury
 - \$1 million each occurrence-combined single limit for bodily injury and property
- Business Automobile Liability Policy
 - \$1 million per accident
- Worker's Compensation and Employer's Liability Policy As required by Federal and State of California law

Construction Procurement Bonding

Based on Construction Contract Amount:

- \$0 – \$25,000 – N/A
- \$25,000 – \$50,000 – Payment, File PWC-100
- \$50,000 and up – Payment & Performance, File PWC-100