



City of
Louisville

COLORADO • SINCE 1878

CONTRACTOR'S
PREQUALIFICATION
APPLICATION

(Please use additional sheets as necessary.)

749 Main Street - Louisville, CO 80027 · (303) 335-4608 · Fax (303) 335-4550 · www.louisvilleco.gov

APPLICANT: _____

ADDRESS: _____ **PHONE:** _____

_____ **FAX:** _____

CONTACT PERSON: _____ **EMAIL:** _____

1. Do you wish to be qualified as a prime contractor, a sub-contractor or both? _____

2. Please check appropriate organizational structure:

___ Corporation
___ Other

___ Partnership
___ Sole Proprietorship

3. If a corporation, answer the following:

- a. Date of incorporation: _____
b. State of incorporation: _____
c. List Board of Directors and Titles: _____

4. If a sole proprietorship or partnership, answer the following:

- a. Date of Organization: _____
b. Name and address of all partners: _____

c. If partnership (state whether general or limited): _____

5. How many years has your organization been in business as a Contractor? _____

6. How many years has your organization been in business under its present business name? _____

7. Under what other, or former, names has your organization operated? _____

8. If other than a corporation, sole proprietorship, or partnership, describe organization and name principals: _____

9. List states and categories in which your organization is legally qualified to do business. Indicate registration or license numbers, if applicable. List dates on which partnership or trade name was filed: _____

10. List the type of work normally performed by your work forces: _____

11. Have you ever failed to complete any work awarded to you? If so, note when, where, and why: _____

12. Has any officer or partner of your organization ever failed to complete a construction contract handled in their own name? If so, state name of individual, name of owner and reason therefor: _____

13. Within the last five years, has any officer or partner of your organization ever been an officer or partner of another organization when it failed to complete a construction contract? If so, state name of individual, other organization, and reason therefor: _____

14. Has your organization ever been assessed liquidated damages? If so, state reasons therefor: _____

15. Please list name, address, contact person, phone number, and **email address** of government agencies with which you have performed work within the last 5 years: _____

16. Please list bank references: _____

17. In what other similar businesses do you have a financial interest? _____

18. Name of Bonding Company(ies) and name(s), address(es) of agent(s), and **email addresses** for the last five years: _____

- a. Maximum bonding capacity \$ _____
- b. Please list all demands placed on the bid bond or performance bond of the firm during the preceding five-year period. Details should include date, project, dollar amount and an explanation of circumstances.
- _____
- _____

19. Has the Applicant or any of its officers or employees, its subsidiary companies and officers thereof, or any of Applicant's affiliates or officers thereof, been convicted of bid related crimes or violations within the past five years in any jurisdiction? State the current status of any such officer, subsidiary or affiliate. _____

20. Is the Applicant organization or any of its principals, personnel, divisions, or affiliates presently or in the past been debarred or suspended from entering into contracts with any federal, state, or local governmental entity? Include a description of the reasons for such action having been taken, the effective dates thereof and the governmental agency so acting. _____

21. During the past five years, was the applicant, or is the applicant at this time, a party to any court or administrative proceedings where: (1) the violation of any local, state, or federal statute, ordinance, rule or regulation by the applicant was alleged; or (2) the applicant's bid was involved; or (3) the applicant's performance of any public or private construction work was involved and the amount in controversy exceeded \$25,000. If any such proceedings are identified, please provide the following information for each such proceeding:

PLEASE NOTE: The submission of litigation information in other forms, such as letters from attorneys to company auditors and regulatory agency filing statements, WILL NOT satisfy this disclosure requirement, and may substantially delay the processing of the application for prequalification.

1. Date action was commenced.
2. Name of court, administrative, or arbitration forum.
3. Names of parties.
4. Docket number
5. Subject matter.
6. Outcome and/or current status.

22. Please attach the following items:

- a. A complete list of construction projects your organization has in process, giving the name of the project, owner, engineer, contract amount, percentage complete, and scheduled completion date.
- b. A complete list of projects undertaken by your firm during the past five years. Other details should include the name of the project, owner, engineer, contract amount, number and amount of change orders, date of completion or percent complete and the percentage of the cost of the work performed with your own forces. Indicate whether your company was the general contractor or a sub-contractor.
- c. Resumes of the key individuals of your organization.

- d. A table showing the number of professional staff assigned for accounting, construction management, estimating engineering, construction quality control, labor relations, and safety.
- e. A Certified Audited Statement: This statement shall cover the applicant's most recently completed fiscal year and shall be signed by a certified public accountant as a "Certified Audited Statement" in which the accountant expresses his opinion on the fairness with which the statement represents the applicant's financial position, results of operations and changes in financial position.
- f. A list of equipment owned or available through lease.

The undersigned swears that the foregoing statements and attachments, which include(s) ___ page(s), are true and correct and includes all material information necessary to identify and explain the operations of

(Name of Organization)

as well as the ownership thereof. It is recognized and acknowledged that statements herein are being given under oath and any material misrepresentation will be grounds for terminating any contract and/or prequalifications and for initiating action under federal or state laws concerning false statements. Further, it may prohibit the said firm from participating in future contracts with the City of Louisville.

Signature of Owner, Officer, President, Chief Executive Officer

Title

Date

COUNTY OF _____

STATE OF _____

Subscribed and sworn to before me this _____ day of _____, 20__.

SIGNED _____

(Notary Public)

(Address of Notary)

My Commission Expires: _____

Please return completed form and attachments to:

City of Louisville
Department of Public Works
City Engineer
749 Main Street
Louisville, CO 80027

OR submit via email (preferred) to:

pworks@louisvilleco.gov