

_____, 20____

TO: Village of Brown Deer, WI
4800 W. Green Brook Drive
Brown Deer, WI 53223

RE: Submission of Prequalification Form for the Year 20____

To Whom It May Concern:

Submitted herewith please find our statement for your consideration in determining whether our firm is qualified and capable to bid, perform and/or furnish the necessary labor, materials and skill on the basis of our work record, experience and equipment and staff, as required to enter upon and complete those various types of projects indicated below, as may be awarded by the Municipality during the current calendar year.

It is understood that the determination and decision of the Municipality with regard to qualifications will be final, and further, that the information herein will be considered confidential. A finding of "qualified" for one project does not bind the Municipality on other projects, and that the Municipality expressly reserves the right to review and reverse its findings on later projects.

Sincerely,

Officer

Firm

2.) EXPERIENCE

A.) Please attach a tabulation of major contracts which the firm has completed during the past five (5) years, listing the year, class of work, contract amount, location and owner's name and address.

B.) Tabulation of construction experience of principal individuals in the firm:

Name	Present Position	Years of Experience	Class of Work

C.) Average number of employees employed during the past twelve (12) months:

Office ____ Skilled ____ Unskilled ____

3.) EQUIPMENT

A.) Please attach a list of major pieces of equipment the firm owns and has available for the proposed work, listing the piece of equipment and the number of such pieces, the size, capacity, condition and number of years of service.

4.) CONTRACTURAL RESPONSIBILITY

A.) Has the firm in the past ten (10) years failed to complete a construction project on time that had been awarded to it? Yes ____ No ____

If yes, state:

1.) Date: _____ 2.) Owner: _____

3.) Owner's mailing address: _____

4.) Please attach a full explanation for each occurrence.

B.) Has any officer or partner of the firm in the past ten (10) years failed to complete a construction contract on time issued in his/her own name? Yes ____ No ____

If yes, state:

1.) Date: _____

2.) Name of officer or partner: _____

3.) Name of owner: _____

4.) Owner's mailing address: _____

5.) Please attach a full explanation for each occurrence.

C.) Has any officer or partner of the firm in the past ten (10) years been an officer or partner of a different organization that failed to complete a construction contract on time?

Yes____ No____

If yes, state:

1.) Date: _____

2.) Name of officer or partner: _____

3.) Name of organization: _____

4.) Name of owner: _____

5.) Owner's mailing address: _____

6.) Please attach a full explanation for each occurrence.

D.) Has the firm in the past ten (10) years asked to be released from a bid submitted to a public awarding authority? Yes____ No____

If yes, state:

1.) Date: _____

2.) Owner: _____

3.) Owner's mailing address: _____

4.) Please attach a full explanation for each occurrence.

E.) Has the firm been charged with or convicted of a violation of any wage schedule?

Yes____ No____

If yes, state:

1.) Date: _____

2.) Claimant: _____

3.) Claimant's mailing address: _____

4.) Please attach a full explanation for each occurrence.

5. BONDING RESPONSIBILITY

A.) List the names and addresses of bonding companies which usually execute the firm's bid and surety bonds: _____

B.) List the names and addresses of bonding companies other than those listed above which have executed the firm's bid and surety bonds: _____

C.) Has any bonding company taken over a contract, or made any payments, due to the firm's failure to complete a contract? Yes____ No____

If yes, state:

1.) Date:_____ 2.) Name of bonding company:_____

3.) Company's mailing address:_____

4.) Please attach a full explanation for each occurrence.

6.) CONTRACTOR'S FINANCIAL STATEMENT

A.) Itemize and attach the firm's current assets as of the latest balance sheet.

B.) Itemize and attach the firm's current liabilities as of the latest balance sheet.

C.) Who prepared the balance sheet? _____

D.) Are any of the firm's assets assigned? Yes____ No____

If yes, which are assigned and for what purpose? _____

7. DATA

A.) Are you familiar with the provisions of the contract form used by this Municipality? Yes____ No____

B.) Are you familiar with its terms and conditions? Yes____ No____

C.) Are you familiar with its specifications? Yes____ No____

D.) Are you familiar with the regulations of this Municipality relating to bidding and award of contracts? Yes____ No____