

To: Michael M. Lemens, P.E.
Director of Engineering Division
625 52nd Street
Kenosha, Wisconsin 53140

FIRM _____

**APPROVAL OF
BIDDER'S PROOF OF RESPONSIBILITY**

DATE RECEIVED _____

PRE-QUALIFIED BY _____ DATE _____

CLASS OF WORK _____

DESCRIPTION OF JOB _____

LOCATION OF JOB _____

DEPARTMENT _____

APPROVED AS QUALIFIED _____ DATE _____

To: Michael M. Lemens, P.E.
Director of Engineering Division
625 52nd Street
Kenosha, Wisconsin 53140

Re: Submission of Pre-qualification Forms for the Year 2012

Gentlemen:

Submitted herewith please find our statement for your consideration in determining whether our firm is qualified to bid, perform and furnish the necessary labor materials and skill on the basis of our work record, experience, equipment, staff and financial resources including bond ability, as required to enter upon and complete those various types of projects indicated below as may be awarded by the City of Kenosha during the calendar year above specified.

It is understood that the determinations and decisions of the City of Kenosha with regard to qualifications shall be final, and further, that the information herein will be considered confidential. A finding of "qualified" for one project does not bind the City of Kenosha on other projects, and the City of Kenosha expressly reserves the right to determine if a bidder is qualified on a project by project basis. It is also understood that this Bidder's Proof of Responsibility is good for one calendar year and must be renewed annually at the beginning of the year and that pursuant to Section 66.0901 (2) WisStats. the form provided for "Bidder's Proof of Responsibility" shall be completed and returned to the Director of Engineering not less than five days before the date of bid opening.

Sincerely yours,

Officer

Firm

APPLICANT _____

To : All Bidders on City of Kenosha Projects
 From : Michael M. Lemens, P.E., Director of Engineering _____
 Subject : Pre-qualification Statements

In addition to the attached pre-qualification statement, please answer the following questions:

- (1) Your Wisconsin Unemployment Compensation Number _____
- (2) Outline the construction projects your organization has in progress as of the date of this statement. (If contract is as a sub., give name of prime contractor, amount of total contract and amount of sub.)

Amt. Of Contract	Type of Work	Scheduled Date of Completion	Owner
(a)			
(b)			
(c)			
(d)			

- (3) Have any of your contracts resulted in law suits? _____
 If so, describe the case _____

- (4) What volume of work have you unfinished in? \$ _____
- (5) How much cash or credit does this require? \$ _____
- (6) How much cash or credit does this leave free for other work? _____

PRE-QUALIFICATION STATEMENT

There is submitted herewith for your consideration, pursuant to Sec. 66.0901(2) Wis. Stats., a statement of qualifications of the undersigned to furnish the necessary labor, materials and skills required to enter upon and complete public works contracts to be let by the Municipality through its several departments.

- A. Official Firm Name _____
- B. Telephone _____ FAX _____ E-Mail _____
- C. Address _____
(Street) (City) (State) (Zip Code)
- D. Number of years in business under present firm name _____
- E. Class of Work in which firm is seeking classification _____
- F. Please check (1), (2), or (3):
 - (1) A Corporation _____
 - (2) A Co-Partnership _____
 - (3) An Individual _____
- G. Principal Individuals:
 - If a Corporation, answer below: If a Co-Partnership answer below:
 - President _____ Name of Partner _____
 - Vice-Pres. _____ Name of Partner _____
 - Secretary _____ If a Sole Trader, answer below:
 - Treasurer _____ Name of Sole Trader _____
- H. If a corporation, answer below:
 - (1) Licensed to do business in Wisconsin _____ Year _____
 - (2) When Incorporated _____
 - (3) In what State _____

2. EXPERIENCE

A. Tabulation of major contracts which your firm has completed during the past five years:

Year	Class of Work	Contract Amount	Location of Work	For Whom Performed Name, Mailing Address, Telephone No.

B. Tabulation of Construction Experience of Principal Individuals in Organization:

Individual's Name	Present Position of Office	Years of Experience	Class of Work

Average number of employees during the last 12 months:

Office _____ Skilled _____ Unskilled _____

3. EQUIPMENT

A. List below major pieces of equipment owned and available when needed for proposed work:

Quantity	Item	Description, Size, Capacity, etc.	Condition (Good or Fair)	Years of Service

4. CONTRACTUAL RESPONSIBILITY

A. Has firm ever failed in the past ten years to complete on time work awarded to it?

If so, state:

(1) Date _____

(2) Owner _____

(3) Owner's Mailing Address _____
(At that time, or now -- preferably now if there is a difference).

(4) Full particulars in each instance: _____

B. Has any officer or partner or firm ever failed in the past ten years to complete on time a construction contract handled in his own name?

(1) Date _____

(2) Name of Officer or Partner _____

(3) Owner _____

(4) Owner's Mailing Address _____
(At that time, or now -- preferably now if there is a difference).

(5) Full particulars in each instance: _____

C. Has any officer or partner of firm ever been an officer or partner of some other organization during the past ten years that failed to complete on time a construction contract? _____

If so, state:

(1) Date _____

(2) Name of Officer or Partner _____

(3) Name and Mailing Address of Organization _____

(4) Name and Mailing Address of Owner _____
(Above addresses at that time, or now --preferably now if there is a difference).

(5) Full particulars in each instance: _____

D. Has firm asked to be relieved from a bid submitted by it to a public awarding authority during the past 10 years? _____

If so, state:

(1) Date _____

(2) Owner _____

(3) Owner's mailing Address _____
(At that time, or now -- preferably now if there is a difference).

(4) Full particulars in each instance: _____

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

If so, state:

(1) Date _____

(2) Claimant _____

(3) Claimant's Mailing Address _____
(At that time, or now -- preferably now if there is a difference).

(4) Full particulars in each instance: _____

5. BONDING RESPONSIBILITY

A. (1) Names and addresses of all bonding companies which generally execute bid and surety bonds for your firm: _____

(2) Names and addresses of all bonding companies other than those listed in A (1) above which have written bid and surety bonds during the last five years for your firm:

B. Has any bonding company ever taken over a contract, or made any payments, because of firm's failure to carry out a contract?

If so, state:

(1) Date _____

(2) Name of Bonding Company _____

(3) Bonding Company's Mailing Address _____

(4) Full particulars in each instance: _____

6. CONTRACTOR'S FINANCIAL STATEMENT

- A. Itemize your current assets as of latest balance sheet date. Give date.
(Include copy of balance sheet)
 - B. Itemize your current liabilities as of latest balance sheet date. Give date.
 - C. Who prepared such balance sheet? _____
 - D. Are any of your assets assigned -- if so, which are assigned?

- For what purpose are they assigned? _____

7. DATA

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

- B. With its term and conditions? _____
- C. With its specifications? _____
- D. With the regulations of the Municipality relating to bidding and awarding of contracts?
