

Project:

Specification Number:

Project Description:

**Bidder Information:** The following information is supplied by the undersigned individual, organization, or corporation as prequalification for bidding. Permission is granted to Platte River to make additional investigations as may be deemed necessary to obtain information on this potential bidder with relation to qualifications, past performance, financial data, and related items.

Return this completed form and attachments immediately to: **ContractAdmin@prpa.org:**

Firm Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 Email Address: \_\_\_\_\_ City: \_\_\_\_\_  
 Phone: \_\_\_\_\_ State: \_\_\_\_\_  
 Submitted by: \_\_\_\_\_ Zip: \_\_\_\_\_

Bidder is (select one):                  Privately held                  Publicly held

- 1) Bidder to provide an organizational structure chart, specifically noting how bidder falls in the organizational structure of the Company.
- 2) Bidder has adequate labor force to do the work properly and expeditiously within the time period specified.
- 3) Bidder has adequate financial resources and must provide the following. **Failure to submit the requested information will result in denial of the Bidder Pre-qualification Form.**
  - a. Balance sheet
  - b. Income statement
  - c. Statement of cash flow (if available)
  - d. Latest annual two-year comparison
  - e. Current year to date or quarterly statements
  - f. Provide audited financial statements, with notes (if available)

**Note:**

- If the bidder is a subsidiary of a parent entity, please provide the required financial data for the entity responsible for the bid. (Parent financial data or support may be requested for insufficient subsidiary financials.)
- Companies that consolidate the results of foreign operations denominated in local currencies must translate foreign financial statements into U.S. Dollars (USD). Provide audited financial statements, if available.
- All financial information will be returned to unsuccessful bidders. Financial information submitted to Platte River may be protected from public disclosure pursuant to the Colorado Open Records Act, (C.R.S. §§24-72-200.1 et seq.). To avoid disclosure of privileged, confidential commercial or financial information (“Confidential Information”), bidders must clearly mark all Confidential Information as such. By submitting a Bidder Prequalification Form, the bidder agrees to hold Platte River harmless from any claim rising from the release of Confidential Information.

- 3) How many years has your organization been in business? \_\_\_\_\_ Years.

- 4) How many years has your organization been in business under its present business name? \_\_\_\_\_ Years.
- 5) Bidder has met the quality control standards (i.e., ISO, "R" Stamp, "VR" Stamp, etc.) required by the (i.e., ASME, ASTM, AWWA, NFPA, IEEE, ISO, or Internal QA/QC policy) as evidenced by the attached certificate.

Yes                      No                      N/A

- 6) If a corporation, answer the following:

Date of incorporation: \_\_\_\_\_ Vice President's Name: \_\_\_\_\_

State of incorporation: \_\_\_\_\_ Secretary's Name: \_\_\_\_\_

President's Name: \_\_\_\_\_ Treasurer's Name: \_\_\_\_\_

- 7) If an individual or a partnership, answer the following:

Date of organization: \_\_\_\_\_

Name and address of all partners (state whether general or limited partnerships):

\_\_\_\_\_  
\_\_\_\_\_

- 8) We normally perform the following work with our own forces:

\_\_\_\_\_  
\_\_\_\_\_

- 9) Have you ever failed to complete any work awarded to you?                      Yes                      No

If so, note when, where, and why on a separate sheet.

- 10) 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 contract?                      Yes                      No

If so, note when, where, and why on a separate sheet.

- 11) *On a separate sheet*, list major contracts your organization has completed in the past five years, giving description of contract, owner, contract amount, and date of completion.

- 12) *On a separate sheet*, list the experience of the key individuals of your organization. Identify the person(s) that will most likely be assigned as your representative and in charge of operations for this contract.

- 13) Bidder has claims pending against it or its work as follows:

\_\_\_\_\_  
\_\_\_\_\_

- 14) Trade references (list 3):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 15) Bank references:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_