

Official Firm Name: _____



2024 - 2025

Bidders Proof of Responsibility

All bidders on public works contracts shall provide proof of responsibility in accordance with section 66.0901 (2), Wisconsin statutes. **This Proof of Responsibility shall expire on December 31, 2025.**

The contents of this questionnaire shall be confidential for the exclusive use of the contracting agency and shall not be made public except by written permission of the prospective bidder.

DO NOT REMOVE THIS COVER SHEET FROM DOCUMENT



Bidders Proof of Responsibility

All bidders on public works contracts shall provide proof of responsibility in accordance with section 66.0901 (2), Wisconsin statutes.

2828 Allouez Ave., Bellevue, WI 54311 | p. (920) 468-5225

IDENTIFICATION

A. Official Firm Name: _____

B. Phone: _____ Fax: _____

Email: _____

C. Address: _____
Street PO Box

_____ City State Zip

D. Number of years in business under present firm name: _____

E. Please check one of the following:

☐ Corporation

☐ Co-Partnership

☐ Individual

Federal Tax Identification Number: _____

F. Principal Individuals:

If Corporation, answer below

If Co-Partnership, answer below

President: _____

Name of Partner: _____

Vice President: _____

Name of Partner: _____

Secretary: _____

If a Sole Trader, answer below

Treasurer: _____

Name of Sole Trader: _____

G. If a Corporation:

When incorporated: _____

In what State: _____

H. Class of work in which firm is seeking qualifications (check below):

STREET UTILITY & SITE CONSTRUCTION

- ☐ Bituminous street construction (*prime contractor*)
- ☐ Bituminous paving
- ☐ Bridge construction & repairs
 - ☐ \$0 - \$250,000
 - ☐ \$250,000 - \$500,000
 - ☐ Over \$500,000
- ☐ Bridge painting
- ☐ Concrete street construction (*prime contractor*)
- ☐ Concrete paving
- ☐ Concrete pavement repairs
- ☐ Joint sealing
- ☐ Landscaping
- ☐ Mudjacking
- ☐ Pile driving
- ☐ Pump houses & life stations
- ☐ Reinforced concrete construction
(*such as foundations, storm drainage structures, retaining walls*)
- ☐ Roadway grading & graveling
- ☐ Sanitary & storm sewer construction
 - ☐ Lateral construction only
- ☐ Sidewalk construction
- ☐ Site excavation & grading & graveling
- ☐ Street lighting
- ☐ Water main construction
 - ☐ Lateral construction only

BUILDING CONSTRUCTION

- ☐ General building construction
(*new construction, renovations or remodeling*)
 - ☐ \$0 - \$100,000
 - ☐ \$100,000 - \$250,000
 - ☐ Over \$250,000

Specific Categories of Building Construction

- ☐ Asbestos abatement
- ☐ Building demolition
- ☐ Electrical
- ☐ Elevator
- ☐ Fire protection
- ☐ HVAC
- ☐ Painting
- ☐ Plumbing
- ☐ Roofing

OTHER MISCELLANEOUS CATEGORIES

- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____



EXPERIENCE

- A. What is the construction experience of the principal individuals, including superintendents and/or foreman, of your present organization?

Name	Present Position	Years of Construction Experience	Magnitude & Type of Work	In What Capacity

Average number of employees during the last 12 months:

Office: _____ Skilled: _____ Unskilled: _____

B. CONSTRUCTION EXPERIENCE

List below construction work performed by you on any projects pertinent to the type of work for which prequalification is desired. Under "Capacity", state whether it was as a Contractor, Engineer, Superintendent, Foreman, etc.

Year	Type of Work	Capacity	Cost of Work

C. WORK ON HAND

List below the present contracts held by you.

Date Awarded	Type of Work	Percent Completed	Anticipated Completion Date	Cost of Work



EQUIPMENT

- A. List below major pieces of equipment owned & available when needed for proposed work.

ALL COLUMNS MUST BE COMPLETED. ATTACH ADDITIONAL SHEETS IF NECESSARY.

ADDITIONAL SHEETS MUST CONTAIN SAME INFORMATION LISTED ON THIS PAGE.

[illegible]

CONTRACTUAL RESPONSIBILITY

- A. In the last ten years has your firm ever failed to complete on-time work awarded to it? ☐ Yes ☐ No

If yes, please answer the following:

Date: _____ Owner Name: _____

Owner Current Mailing Address: _____

Full particulars in each instance: _____

- B. In the last ten years has any officer or partner or firm ever failed to complete on time a construction contract handled in their own name? ☐ Yes ☐ No

If yes, please answer the following:

Date: _____ Officer or Partner Name: _____

Owner Name: _____

Owner Current Mailing Address: _____

Full particulars in each instance: _____

- C. In the last ten years has any officer or partner or firm ever been an officer or partner of some other organization that failed to complete on-time a construction contract? ☐ Yes ☐ No

If yes, please answer the following:

Date: _____ Officer or Partner Name: _____

Organization Name: _____

Organization Current Mailing Address: _____

Owner Name: _____

Owner Current Mailing Address: _____

Full particulars in each instance: _____

- D. In the last ten years has firm asked to be relieved from a bid submitted by it to a public awarding authority? ☐ Yes ☐ No

If yes, please answer the following:

Date: _____ Claimant Name: _____

Owner Current Mailing Address: _____

Full particulars in each instance: _____



- E. Has firm ever been charged with or convicted of a violation of any wage schedule? ☐ Yes ☐ No

If yes, please answer the following:

Date: _____ Claimant Name: _____

Claimant Current Mailing Address: _____

Full particulars in each instance: _____

- F. Has firm ever been charged with or convicted of a violation of any wage schedule? ☐ Yes ☐ No

If yes, please answer the following:

Date: _____ Claimant Name: _____

Claimant Current Mailing Address: _____

Full particulars in each instance: _____



BONDING COMPANY INFORMATION

- A. Contact information of bonding companies which generally execute bid & surety bonds?

Name: _____ Phone Number: _____

Mailing Address: _____

Name: _____ Phone Number: _____

Mailing Address: _____

Name: _____ Phone Number: _____

Mailing Address: _____

Contact information of ALL bonding companies, other than those listed above, which have written which bid & surety bonds in the LAST FIVE YEARS:

Name: _____ Phone Number: _____

Mailing Address: _____

Name: _____ Phone Number: _____

Mailing Address: _____

- B. Has any bonding company ever taken over a contract or made any payments because of firm's failure to carry out a contract? ☐ Yes ☐ No

If yes, please answer the following:

Date: _____ Name of Bonding Company: _____

Bonding Company's Mailing Address: _____

Full particulars in each instance: _____

Date: _____ Name of Bonding Company: _____

Bonding Company's Mailing Address: _____

Full particulars in each instance: _____

Date: _____ Name of Bonding Company: _____

Bonding Company's Mailing Address: _____

Full particulars in each instance: _____



CONTRACTOR'S FINANCIAL STATEMENT

Conditions at close of business as of _____, 20_____

A. ASSETS

Cash _____ \$ _____

Accounts Receivable _____ \$ _____

Real Estate Equity _____ \$ _____

Equipment – Book Value (*less depreciation*) _____ \$ _____

Furniture & Fixtures – Book Value (*less depreciation*) _____ \$ _____

Other Assets _____ \$ _____

TOTAL ASSETS \$ _____

B. LIABILITIES

Accounts, Notes & Interest Payable _____ \$ _____

Other Liabilities _____ \$ _____

TOTAL LIABILITIES \$ _____

NET WORTH (Total Assets – Total Liabilities) \$ _____

C. Who prepared such balance sheet? _____

D. Are any of your assets assigned; if so, which are assigned?

E. For what purpose are they assigned?



DATA

- A. Are you familiar with the provisions of the form of contract used by the Village of Bellevue?

- B. With its terms and conditions?

- C. With its specifications?

- D. With the regulations of the Village of Bellevue relating to bidding and awarding of contracts?

- E. List at least three (3) references for whom you have performed work. **GIVE COMPLETE NAMES, TITLES, ADDRESSES, PHONE NUMBERS and DOLLAR VOLUME OF WORK INVOLVED.**

REFERENCE ONE(1)

Company Name: _____ \$ Volume of Work Involved: _____

Contact Name: _____

Phone: _____ Email: _____

Street Address: _____

City: _____ State: _____ Zip: _____

REFERENCE TWO (2)

Company Name: _____ \$ Volume of Work Involved: _____

Contact Name: _____

Phone: _____ Email: _____

Street Address: _____

City: _____ State: _____ Zip: _____

REFERENCE THREE (3)

Company Name: _____ \$ Volume of Work Involved: _____

Contact Name: _____

Phone: _____ Email: _____

Street Address: _____

City: _____ State: _____ Zip: _____



AFFIDAVIT

STATE OF: _____

COUNTY OF: _____

_____ being duly sworn, deposes and says that he/she is
(name of officer/owner)

the _____ of _____
(title) (name of firm/company)

and that the answers to the foregoing questions and all statements therein contained are true and correct and that any owner, bonding company or other agency, herein named is hereby authorized to supply the municipality, Village of Bellevue, with any information deemed necessary to verify this statement.

Signature of Officer/Owner: _____

Subscribed and sworn before me this _____ day of _____, 20____

Notary Public Signature

County

State

My Commission Expires: _____

APPROVED BY:

Director of Public Works

Date: _____

