



For County Use Only	
Date Received	Deemed Prequalified <input type="checkbox"/> Yes <input type="checkbox"/> No

APPENDIX 1: CONTRACTOR'S PREQUALIFICATION FORM

Remit completed application to:
 [INSERT AGENCY CONTACT]
 [ADDRESS]
 [CITY, STATE ZIP]
 Phone:
 Fax:
 Email:

Date of Application: _____

Legal Name of Company: _____

DBA: _____

Company Contact: _____

Address: _____

Phone: _____ Fax: _____

Email: _____ Website: _____

Project applying for: _____

Date of Bid Opening: _____

TERMS AND CONDITIONS

1. INTRODUCTORY STATEMENT

In accordance with the statutes of the State of Oregon, and Linn County Public Contracting Rules, Linn County (the "County") may require any prospective bidder on a public improvement contract (herein referred to as the "applicant") to submit a full and complete statement concerning their equipment and experience in constructing public improvements. This Contractor Prequalification Form complies with the requirements of public contracting rules and must be used in determining the qualifications of applicants and in assigning limits as to the size and kinds of projects for which the applicant may submit bids.

The applicant should use care and integrity in preparing this information. The County may make independent inquiries concerning the contractor's past performance and/or capabilities.

2. COMPLETING THE APPLICATION

This application shall include equipment and experience information for only the specific single business organization or entity that is applying for prequalification and that would be the signatory on a contract with the County. All responses and other entries on the forms, except

signatures, should be filled in electronically or printed. It shall be the responsibility of the applicant to provide all requested information. All answers and entries shall be specific and complete in detail.

Failure to respond completely may result in rejection of the application at the sole discretion of the County.

This application shall be signed by the applicant and sworn to as the form indicates. The signatory of the statement guarantees the truth and accuracy of all responses contained in this application.

3. USE OF ATTACHMENTS

Schedules, reports and other forms of prequalification statement may be used as attachments to the prescribed form, provided that the information contained therein specifically includes the information required by this form.

4. SUBMISSION

Email:

Mail:

[ADDRESS]

Phone:

Fax:

5. TIME OF SUBMISSION

A prequalification must be received by the County (or postmarked) not less than ten (10) days prior to the date of the solicitation's closing date unless otherwise provided in the solicitation document. The solicitation document shall indicate if a prequalification application is mandatory. Only Offers from prequalified applicants will be considered if the solicitation document requires mandatory prequalification.

6. APPEAL

Applicant shall have the right to appeal the County's decision in accordance with ORS 279C.445-450 and LCPR 137-049-0220.

7. NOTIFICATION OF ACTION TAKEN BY THE COUNTY

The applicant will be notified, in writing, of the action of the County on their application. Applicant will then be allowed to bid on such projects as are within the limits of size and kind of work for which applicant has been **declared qualified**.

8. TYPES OF WORK

- a. Facilities-Related Projects. Applicants requesting prequalification for facilities-related projects must respond to Section 6, PART A and PART C of the application.
- b. Transportation Projects. Applicants requesting prequalification for Transportation projects must respond to Section 6, PART B and PART C of the application.
- c. Other Projects. Applicants requesting prequalification for projects other than facilities or transportation must respond to all portions of Section 6 of the application as prescribed in the solicitation documents.

APPLICATION

1. Are you prequalified with ODOT? No Yes (If Yes, skip Section 6 and attach the approval letter received from ODOT.)

ODOT Prequalification expires on: _____

2. LICENSING. State which of the following licenses and registrations are held by the applicant and provide the requested information:
- a. Oregon Secretary of State Business Registry No. _____
 - b. Construction Contractors Board No. _____
 - c. Landscape Contractors License No. _____
 - d. Electrical License No. _____
 - e. Plumbing License No. _____
 - f. Other License No. [Describe] _____

3. BONDING CAPACITY. State the total amount of work, in dollars, which the applicant can be bonded at one time: \$_____.

4. BID AND PERFORMANCE SURETY BONDS. If the contract for this prequalification require) bid and performance bonds, the applicant shall state the name of the agent and name, address, and telephone number of the surety company that the applicant expects to provide the bonds.

Agent's Name: _____

Agent's Address: _____

Agent's Telephone No.: _____

5. PRIOR ACTIONS.
- a. Has the applicant ever been denied prequalification by any federal, state or local agency in Oregon or any other state? No Yes
If Yes, explain: _____

 - b. Has the applicant ever been debarred from bidding on contracts by any federal, state or local agency in Oregon or any other state? No Yes
If Yes, explain: _____

 - c. Has Applicant ever failed to complete a federal, state, or local public improvement (public works) contract in Oregon or any other state? No Yes
If Yes, explain: _____

6. CLASSES OF WORK. Fill in the classes of work you wish to provide services. Classes of work include, but are not limited to, work listed in parentheses.

PART A: FACILITIES-RELATED PROJECTS

For Each Class of Work:

- A. Enter the maximum dollar amount of work you can perform;
- B. Enter the maximum dollar amount of work you are qualified to undertake in Oregon;
- C. Enter the number of years of experience in this class of work.

CLASS	A. MAX DOLLAR AMOUNT	B. QUALIFIED DOLLAR AMOUNT	C. YEARS EXPERIENCE
HVAC			
Boilers			
Building Alteration and Repair			
Building Construction			
Carpentry			
Chillers			
Demolition and Related Excavation and Clearing			
Electrical Wiring			
Painting, Commercial			
Plumbing			
Roofing			
Sewer Construction			
Sheet Metal Work (HVAC)			
Sheet Metal (Architectural)			
Finish Carpentry			
Carpet and Flooring, Commercial			
Other (List specific class: _____)			

End Part A

PART B: TRANSPORTATION-RELATED PROJECTS

For Each Class of Work:

- A. Enter the maximum dollar amount of work you can perform;
- B. Enter the maximum dollar amount of work for which you have been prequalified in other states;
- C. Enter the state(s) in which you have qualified for the amount(s) shown in column "B"; and
- D. Enter the number of years of experience in this class of work.

CLASS	A. MAX DOLLAR AMOUNT	B. QUALIFIED DOLLAR AMOUNT	C. STATE(S) QUALIFIED	D. YEARS EXPERIENCE
Earthwork and Drainage				
Bridges and Structures				
Painting				
Rock Production				
Aggregate Bases				
Asphalt Concrete Paving and Oiling				
Portland Cement Concrete Paving				
Pavement Markings				
Signing				
Electrical				
Landscaping				
Miscellaneous Highway Appurtenances				
Temporary Traffic Control				
Buildings				
Storm Drainage Construction				
Wastewater Construction				
Water Line Construction				
Water or Wastewater Pumping Station(s)				
Water Reservoirs				
Water Tanks (steel, concrete)				
Other (List specific class: _____)				

End Part B

PART C: ADDITIONAL INFO

1. APPLICANT'S EQUIPMENT. List equipment and tools owned by the applicant. List only major items and lump together small equipment and tools.

Quantity, Description and Capacity of Items	Age in Years	Condition of Equipment

If the applicant intends to rent equipment for a specific project, generally describe equipment and terms of lease:

2. APPLICANT'S EXPERIENCE. List major projects the applicant has undertaken in the last five years; list most recent projects first [attach additional sheets as needed].

Project Name	
Project Owner's Name	
Project Owner's Address	
Manager Name	
Manager Phone No.	
Class(es) of Work	
Contract Amount	
Date of Completion (if completed)	
Name of Architect & Engineering Firm	
A&E Phone Number	

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Project Name	
Project Owner's Name	
Project Owner's Address	
Manager Name	
Manager Phone No.	
Class(es) of Work	
Contract Amount	
Date of Completion (if completed)	
Name of Architect & Engineering Firm	
A&E Phone Number	

Project Name	
Project Owner's Name	
Project Owner's Address	
Manager Name	
Manager Phone No.	
Class(es) of Work	
Contract Amount	
Date of Completion (if completed)	
Name of Architect & Engineering Firm	
A&E Phone Number	

End Part C

7. AFFIDAVIT.

STATE OF _____)
) SS.
County of _____)

I, _____, being duly sworn, state that I am

[Title]
of the applicant herein, and that the
statements made in this application are true and I acknowledge that any false, deceptive or
fraudulent statements on the application or at a hearing will result in the denial of the
prequalification and may subject me to charges of false swearing or perjury; should there be
any subsequent material reduction in applicant's ability to carry out any project for which
applicant desires to submit a bid, the applicant shall give written notice of such change to the
designated officer to whom this application is submitted at least ten days prior to the bid
opening, and that it is understood that such notice may change the eligibility of applicant to
submit the bid.

Signature

Signed and sworn to before me on this _____ day of _____ year_____.

Notary seal or stamp

Notary Signature

Notary Public for the State of _____

My Commission Expires: _____