

Request for Qualifications Community Development Corporation of Brownsville Subcontractors

APPENDIX A

Contractor's Qualification Submittal

Items 1 through 5 will need to be submitted with the RFQ Submission.

1. **Statement of Construction Experience Exhibit "B"**- All items on the Statement of Construction Experience must be filled in completely. *This form must be included with the submittal.*
 2. **Financial Capability "Exhibit "B"** - The Contractor must present evidence of his/her financial capacity to perform all requirements within the proposed projects. Such evidence includes:
 - a. Current Financials or last three months' bank statements.
 - b. Credit references (Bank Line of Credit and Supply Co. Line of Credit).
 - c. Further financial information may be requested by CDCB after review of the submittals. All information related to financial statements will remain confidential.
 3. **Performance Record - Exhibit "B"** - Contractors must have proven performance and experience in completing projects of similar scope.
 - a. Contractors must supply a minimum of three (3) references for projects completed within the last two years.
 - b. Minimum of three references from vendors or suppliers.
 4. **Authorization to Release Information Exhibit "C"** - Each respondent will need to submit a signed Authorization to Release Form. CDCB will conduct a Credit Check and verify with banking and suppliers on past financial history.
 5. **Driver's License and Social Security Card** - Each Respondent must supply a copy of their Driver's License and Social Security Card.
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Community Development Corporation of Brownsville Statement of Construction Experience

Exhibit "B"

General Information

Company Name	Licensee Name

Applicant Information

Last Name	First Name	Middle Name

Business Address & Telephone Number

Address	
Mailing Address	
Email Address	
Phone Number	
Fax Number	
Mobile Number	
Other	

Company History

When Organized/When Started?	
If Incorporated Where was the Company Incorporated?	
Have you ever Filed for Bankruptcy	

Employee Information

How Many Direct Employees?		
Name of Employee	Job/Position	Type of Certification (Optional)

Financial Information (Supplier Information)

Supplier Name #1	
Supplier Address	
Supplier Phone Number	
Credit Limit	
Supplier Name #2	
Supplier Address	
Supplier Phone Number	
Credit Limit	
Supplier Name #3	
Supplier Address	
Supplier Phone Number	
Credit Limit	

***Reminder -Attached Proof of Lines of Credit for each Supplier.**

Current Contracts

Name of Contract	Contract Amount	Anticipated Completion Date	Current Status

Litigation History

Have you ever failed to complete any work awarded to you?

Name or Address	Gross amount of Contract	Reason

License & Classification

License Number	Classification



Exhibit "C"
Authorization of Release

I/we _____ hereby certify that the below statements are true and complete to the best of my information knowledge. I/we further understand that Community Development Corporation of Brownsville will keep all the information confidential and use such information only to verify the qualifications of the undersigned as a home improvement contractor.

I/we _____ hereby authorize Community Development Corporation of Brownsville to obtain a credit report on individual(s), partnership(s), and/or corporation(s) applying.

The undersigned hereby authorizes and requests any person, firm or corporation to furnish any information requested by Community Development Corporation of Brownsville in verification of the recitals comprising this Contractor Profile dated _____ of _____ of 20____

Signature

Date

Please complete all required fields in this fillable form. Once finished, save the completed document to your device and email it as an attachment to: ggonzalez@cdeb.org

Thank you for your submission.