



CITY OF SPRINGFIELD
Public Improvement Contracts
ORS 279C.375

FINANCIAL RESPONSIBILITY FORM

ORGANIZATION NAME: \_\_\_\_\_

PRINCIPAL(S): \_\_\_\_\_
Name / Title (Please Print)

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

The information provided in this form is part of the City's inquiry concerning Bidder responsibility pursuant to ORS 279C.375 for public works/public improvement projects. Please print clearly or type.

Answer all questions. Submission of a form with unanswered questions, incomplete, or illegible answers may result in a finding that you are not a responsible Bidder. This document will become part of your response to the solicitation and will be subject to Oregon Public Records laws. Any information that may be considered confidential must be marked according to instructions in the solicitation document.

1. Is your company a Resident Oregon Bidder as defined in ORS 279A.120?

[ ] Resident [ ] Non-resident

Note: "Resident bidder" means a bidder that has paid unemployment taxes or income taxes in the state of Oregon during the 12 calendar months immediately preceding submission of the bid, has a business in this state and has stated in the bid whether the bidder is a "resident bidder". ORS 279A.120(1)(b)

2. Contractor's Construction Board Number: \_\_\_\_\_ as required by ORS 701.055.

Expiration date: \_\_\_\_\_

3. Companies from whom you obtain surety bonds:

Surety Company #1

Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

E-mail: \_\_\_\_\_

Present Amount of Bonding Coverage (\$): \_\_\_\_\_

**Surety Company #2 (if needed)**

Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

E-mail: \_\_\_\_\_

Present Amount of Bonding Coverage (\$): \_\_\_\_\_

4. Has your application for Surety Bond ever been declined within the past 10 years?

Yes  No

If yes, please explain. \_\_\_\_\_

5. During the past two years, have you been charged with a failure to meet the claims of your subcontractors or suppliers?

Yes  No

If yes, please explain. \_\_\_\_\_

6. Has a judgment been entered against your company within the past 15 years finding it to be in breach of any contract for unperformed or defective work?

Yes  No

If yes, please explain. \_\_\_\_\_

7. Has any officer, employee or agent of your company ever been convicted of a criminal offense arising out of obtaining, attempting to obtain, or performing a public or private contract or subcontract?

Yes  No

If yes, please explain. \_\_\_\_\_

8. Has any officer, employee or agent of your company been convicted under state or federal law of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property or any other offense indicating a lack of business integrity or business honesty?

Yes  No

If yes, please explain. \_\_\_\_\_

9. Has your company or any officer, employee or agent of your company been convicted under state or federal antitrust laws?

Yes  No

If yes, please explain. \_\_\_\_\_

10. Has any officer or partner or principal of your organization ever been an officer, partner or principal of another Organization that failed to complete a construction contract?
- Yes    No
- If yes, please explain. \_\_\_\_\_
- 
11. Indicate the total amount of work, expressed in dollars, your company reasonably believes it is capable of bonding at any one time: \$\_\_\_\_\_. What portion of this amount remains available at time of completion of this form? \$\_\_\_\_\_.
12. Has your firm ever been at any time in the last ten years the debtor in a bankruptcy proceeding?
- Yes    No
- If yes, please explain. \_\_\_\_\_
- 
13. Does your firm or any first tier subcontractors have any outstanding judgments pending against it?
- Yes    No
- If yes, please explain. \_\_\_\_\_
- 
14. In the past ten years, has your firm been a party to litigation, arbitration or mediation on a matter related to payment to subcontractors or work performance on a contract? Check “Yes” even if the matter proceeded to arbitration or mediation without court litigation.
- Yes    No
- If yes, please explain. \_\_\_\_\_
- 
15. Has any officer, partner, or principal of your company discontinued business operation with outstanding debts?
- Yes    No
- If yes, please explain. \_\_\_\_\_
- 
16. Complete the attached experience and reference form, Attachment 1 for your firm and submit with bid package.
17. Include with your bid package a list of other business entities in which the Principles of your firm are currently or have previously been involved with or financially obligated to during the past 5-10 years.
18. At the sole discretion of City prior to award, responsive bidders may be required to submit Financial Statements including but not limited to one or more of the following: Balance Sheet, Profit and Loss Statement, Statement of Cash Flow, and/or past tax returns for the most recent past two (2) years.

## Declaration and Signatures

The undersigned hereby declares that he or she has the legal power, right and actual authority to complete and submit this Organization/Responsibility Form and that the statements contained herein are true and correct as of the date set forth below. The undersigned further agrees to provide additional financial statements (described in #18 above) upon request by City's Finance Director. Incomplete, incorrect or misleading information may be reason for a determination by the City of non-responsibility.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature of authorized official)

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
(Please type or print) (Please type or print)

For: \_\_\_\_\_  
(Firm's name - Please type or print)

### Business Organization: (Check one)

  
  

**Corporation**  
**Partnership**  
**Joint Venture**

  
  

**Limited Liability Company**  
**Sole Proprietorship**  
**Other** \_\_\_\_\_

## **Attachment 1 - Experience / References**

**Current Contracts in Force/Previous Experience – Minimum of three required of similar nature with public sector work.**

### **Contract #1**

|                                  |  |
|----------------------------------|--|
| <b>Location (city/state)</b>     |  |
| <b>Owners Name</b>               |  |
| <b>Type of Work</b>              |  |
| <b>% Completed</b>               |  |
| <b>Estimated Completion Date</b> |  |

### **Contract #2**

|                                  |  |
|----------------------------------|--|
| <b>Location (city/state)</b>     |  |
| <b>Owners Name</b>               |  |
| <b>Type of Work</b>              |  |
| <b>% Completed</b>               |  |
| <b>Estimated Completion Date</b> |  |

### **Contract #3**

|                                  |  |
|----------------------------------|--|
| <b>Location (city/state)</b>     |  |
| <b>Owners Name</b>               |  |
| <b>Type of Work</b>              |  |
| <b>% Completed</b>               |  |
| <b>Estimated Completion Date</b> |  |

**References – Minimum of two project owner references and two subcontractor references. References may be contacted to discuss submitting contractor’s qualifications.**

### **#1 Project Owner Reference**

|                               |  |
|-------------------------------|--|
| <b>Reference Name</b>         |  |
| <b>Business or Employer</b>   |  |
| <b>Telephone</b>              |  |
| <b>Project Name/\$ Amount</b> |  |

### **#2 Project Owner Reference**

|                               |  |
|-------------------------------|--|
| <b>Reference Name</b>         |  |
| <b>Business or Employer</b>   |  |
| <b>Telephone</b>              |  |
| <b>Project Name/\$ Amount</b> |  |

### **#1 Subcontractor Reference**

|                               |  |
|-------------------------------|--|
| <b>Reference Name</b>         |  |
| <b>Business or Employer</b>   |  |
| <b>Telephone</b>              |  |
| <b>Project Name/\$ Amount</b> |  |

### **#2 Subcontractor Reference**

|                               |  |
|-------------------------------|--|
| <b>Reference Name</b>         |  |
| <b>Business or Employer</b>   |  |
| <b>Telephone</b>              |  |
| <b>Project Name/\$ Amount</b> |  |