

Office Use Only	
Date Received: _____	Date Approved: _____
By: _____	Approved by: _____

2025
City of Appleton
BIDDER'S PROOF OF RESPONSIBILITY

Prequalification of bidders is required to comply with provisions of §66.0901(2)(3) of the Wisconsin Statutes and to obtain approval for bidding on construction projects in the year 2025.

Bidders' prequalification forms shall be filed with the City Clerk no later than FIVE (5) DAYS PRIOR to the opening of bids for which the bidder wishes to qualify. Completed responses will be evaluated to determine whether the prospective bidder is qualified to submit a bid. The City reserves the right if it is not satisfied with the sufficiency of the completed response, to request additional information, or the prospective bidder may be notified that they are not a qualified bidder.

SEND COMPLETED FORM TO: Office of The City Clerk
100 N Appleton St. OR Email to: abby.shereda@appletonwi.gov
Appleton, WI 54911

Company Name: _____

Street Address: _____

City, State, Zip: _____ Phone #: _____

SPECIFY TYPE OF WORK:

- | | | |
|---|---|---|
| <input type="checkbox"/> Asphalt – Site Work
<input type="checkbox"/> Asphalt – Street Paving
<input type="checkbox"/> Bridge Construction
<input type="checkbox"/> Bridge Repair
<input type="checkbox"/> Carpentry
<input type="checkbox"/> Concrete – Patching/Flatwork
<input type="checkbox"/> Concrete – Street Paving
<input type="checkbox"/> Concrete – Curb and Gutter
<input type="checkbox"/> Concrete -Structural/Poured Walls
<input type="checkbox"/> Data/Communication Systems
<input type="checkbox"/> Demolition
<input type="checkbox"/> Electrical
<input type="checkbox"/> Elevators/Escalators
<input type="checkbox"/> Environmental Services
<input type="checkbox"/> Excavation and Grading
<input type="checkbox"/> Fence Supplies/Installation
<input type="checkbox"/> Fiber Optics/Telecommunications
<input type="checkbox"/> Fire Protection
<input type="checkbox"/> Other: _____
<input type="checkbox"/> Other: _____ | <input type="checkbox"/> Flooring
<input type="checkbox"/> General Contractor
<input type="checkbox"/> Glass/Glazing/Windows
<input type="checkbox"/> HVAC
<input type="checkbox"/> Landscaping
<input type="checkbox"/> Lift Stations/Pumping Stations
<input type="checkbox"/> Marine Construction
<input type="checkbox"/> Masonry
<input type="checkbox"/> Mechanical
<input type="checkbox"/> Painting
<input type="checkbox"/> Pavement Marking
<input type="checkbox"/> Pile Driving
<input type="checkbox"/> Playground Equipment
<input type="checkbox"/> Plumbing
<input type="checkbox"/> Precast Concrete-Supplier/Erection
<input type="checkbox"/> Process Piping
<input type="checkbox"/> Roofing
<input type="checkbox"/> Sandblasting
<input type="checkbox"/> Other: _____
<input type="checkbox"/> Other: _____ | <input type="checkbox"/> Sewer & Water – Open Cut
<input type="checkbox"/> Sewer & Water – Tunneling
<input type="checkbox"/> Sewer Cleaning/Televising
<input type="checkbox"/> Sewer Lining/Rehabilitation
<input type="checkbox"/> Sheet Metal
<input type="checkbox"/> Site Remediation
<input type="checkbox"/> Snow Removal
<input type="checkbox"/> Specialty Equipment
<input type="checkbox"/> Steel Erection
<input type="checkbox"/> Street Lighting
<input type="checkbox"/> Supplier: _____
<input type="checkbox"/> Temperature Controls
<input type="checkbox"/> Traffic Signals
<input type="checkbox"/> Trucking
<input type="checkbox"/> Valves/Pumps
<input type="checkbox"/> Wall Coverings
<input type="checkbox"/> Water Storage Tanks – Erection
<input type="checkbox"/> Water Storage Tanks– Fabrication
<input type="checkbox"/> Well Construction/Testing
<input type="checkbox"/> Other: _____ |
|---|---|---|

PLEASE ANSWER ALL OF THE FOLLOWING QUESTIONS:

1. Are you a: Corporation _____ Partnership _____ Sole Trader _____
2. If incorporated, state the date and where incorporated:
Date: _____ Where: _____
3. Number of years engaged in contracting business under present firm name: _____
4. What was the average number of personnel in your organization during the last 12 months:
Office: _____ Skilled: _____ Unskilled: _____
5. What is your bond limitation: _____
6. What bonding company usually furnishes your bond: _____
7. Have you ever been denied a bond? No _____ Yes _____
If yes, explain: _____

8. Equipment. **Attach a list of equipment owned by you.**
9. Are any of your assets assigned? No _____ Yes _____
If yes, what are assigned? _____

10. Completed contracts. **Attach a list of contracts which have been awarded to you in the last 3 years.**
The list shall include Name, Owner, Amount, Architect/Engineer.
11. Contracts on hand. **Attach a list of present contracts** including a schedule as to estimated completion date and gross amount of each contract.
12. Have you ever defaulted on a contract? No _____ Yes _____
If yes, please explain: _____

13. Have you ever had a claim filed against you or your insurance company within the last ten (10) years for alleged liability resulting from a jobsite incident or received an OSHA citation in the past five (5) years?
No _____ Yes _____
If yes, provide details regarding project title and location, description of claim and/or citation and status/resolution of claim or citation: _____

14. Record of Compliance. Have you or any principal of your firm ever been subject to enforcement action by the Wisconsin Department of Natural Resources? No _____ Yes _____
If yes, please provide a detailed explanation of the enforcement action and resolution

15. Statement of Responsibility. By checking the following lines, the prospective bidder attests that:

_____ It is not on an ineligible list that the State of Wisconsin maintains for persons who violated construction related statutes and administrative rules.

_____ In the previous ten years, it has not been found to have committed tax avoidance or evasion in any jurisdiction.

_____ In the previous ten years, it has not been disciplined in any jurisdiction under a professional license.

_____ Neither it, nor any of its owners, partners, officers, directors, or any affiliated entity, has been charged or convicted in the last three years of violating Wis. Stats. §133.03 (unlawful contracts; conspiracies).

_____ None of the prospective bidder's employees and no member of the prospective bidder's organization has been disciplined under a professional license that is currently in use.

16. List any additional information you feel is pertinent. _____

I have read the above and foregoing statement on behalf of _____ and
(Name of Authorized Official)
hereby state under oath that I am the _____ of _____,
(Title/Office Held) (Name of Organization)
and that the answers to the foregoing questions and all statements contained in the said Bidder's Prequalification Form are true and correct to the best of my knowledge.

Signed at _____, this _____ day of _____, 20_____.

Signature of Authorized Official

NOTARY PUBLIC

Subscribed and sworn before me on this _____ day of _____, 20_____.

Signature: _____

Printed Name: _____

My commission is/expires: _____