

Section 1 RESPONSE FORMS

1.1 RESPONSE INFORMATION & SIGNATURE FORM

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|---|---|---------|---|--|---|
| Vendor Name - | | | | | |
| Trade Name - | | | | | |
| Address - | | | | | |
| Phone # - | | Fax # - | | Email Address - | |
| Contact Person - | | | Tax ID# - | | |
| Delivery / Service Start Date: | | | # Calendar days after receipt of executed contract: | | |
| Bid Surety - 10% | For electronic bonds enter bond number, otherwise check the appropriate box | | Electronic Bond # | <input type="checkbox"/> Bond (hard copy) | <input type="checkbox"/> Cashiers / Certified Check |
| Cost of Performance Bond included in base bid (if applicable) | | | \$ | Per thousand | |
| EEO Certification Status (check one) See General Information for Preparing a Response paragraph 3.6.3 | | | <input type="checkbox"/> Current & on file | <input type="checkbox"/> EEO form attached | |
| DAS Prequalified Contractor? (non highway construction projects >\$500,000) http://das.ct.gov/cr1.aspx?page=10 | | | <input type="checkbox"/> Certificate attached | <input type="checkbox"/> Update Statement attached | |
| Insurance Agent Name | | | | Phone # | |
| Insurance Agent Address | | | | | |

The undersigned Respondent acknowledges receipt of all addenda issued during the response period (if applicable) and understands that they are a part of the Request for Proposals ("RFP").

The undersigned Respondent hereby declares that he, she or it is thoroughly familiar with the specifications, the various sites, the City's requirements, and the objectives for each element of the project item or service and understands that in signing this proposal all right to claim any misunderstanding regarding the same is waived. The undersigned further understands and agrees that, if selected, the Respondent will furnish and provide all the necessary material, machinery, implements, tools, labor, services, and other items of whatever nature, and to do and perform all the work necessary under the aforesaid conditions, to carry out the contract, all at the Respondent's own cost and expense, and to accept in full compensation therefore the amount of the contract as agreed to in writing by the Respondent and the City. The undersigned Respondent acknowledges that the City of Hartford is not bound in any way by the issuance of this RFP or by a response to it made by the undersigned or any other person. The undersigned Respondent hereto hereby waives any claim it now has, has had in the past or may have arising in the future from the creation, amendment, form, issuance, processing, cancellation or postponement of this RFP and from the selection of a contractor for this project by the City. The undersigned acknowledges that the City has no obligation in contract or otherwise arising from this RFP and the City's selection of a respondent as a contractor, unless there is a signed approved contract, and the City has the right to select a responder other than the undersigned, or to postpone or cancel this RFP, all in the City's discretion.

The undersigned Respondent hereby declares that no reason or persons other than those named herein are interested in this proposal, which is made without any connection with any other person or persons making any proposal for the same work and is in all respects fair and without collusion or fraud; that no person acting for or employed by the City of Hartford is directly or indirectly interested therein, or in the supplies or works to which it relates, or will receive any part of the profit or any commission there from in any manner which is unethical or contrary to the best interest of said City of Hartford.

The undersigned additionally declares that they are not debarred, disqualified or suspended, or otherwise excluded from, or ineligible for, participation in City of Hartford, State of Connecticut or federally funded projects (Executive Order 12549).

The undersigned certifies under penalty of false statement that the information provided in this response is true.

| | | |
|---------------------------------|--|------|
| Submitted by <i>(Signature)</i> | | |
| Printed name and title | | Date |

(Authorized Agent of Company)

1.2 RESPONSE PRICING

Budget as requested in the scope of services section of this RFP.

1.3 STATEMENT OF QUALIFICATIONS

Please complete the following information. Failure to respond to all items may result in the rejection of your response.

1. Number of years in business - D-U-N-S Number:

2. Number of personnel employed Part time - , Full time - ,

3. List up to six past contracts of this type/size your firm has completed within the last three (3) years:

| Project | Date | Contact Person | Phone No. |
|---------|------|----------------|-----------|
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| <p>4. DAS CONTRACTOR PREQUALIFICATION <i>(required for construction / infrastructure projects only)</i> DAS prequalified? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> | <p>You certify that there has been no substantial change in your financial position or corporate structure since your most recent prequalification certificate was issued or renewed, other than those changes noted in the update statement (attached).</p> | <p>YES <input type="checkbox"/></p> | <p>NO <input type="checkbox"/></p> |
|---|--|---|--|

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|---|--------------------------|--|
| 5. ORGANIZATIONAL STRUCTURE OF BUSINESS ENTITY (select one) | <input type="checkbox"/> | General partnership (GP) |
| | <input type="checkbox"/> | Limited partnership (LP) |
| | <input type="checkbox"/> | Limited liability corporation (LLC) |
| | <input type="checkbox"/> | Limited liability partnership (LLP) |
| | <input type="checkbox"/> | Corporation |
| | <input type="checkbox"/> | Individual doing business under a trade name (sole proprietor) |
| | <input type="checkbox"/> | other (specify) |

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| 6. CITY OF HARTFORD TAX STATUS / OTHER FINANCIAL OBLIGATIONS | Hartford Businesses – All City of Hartford taxes & financial obligations (real, motor & personal property) are current and paid in full or subject to a current and approved payment plan. Please attach RFR Affidavit. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| | Non-Hartford Businesses - All City of Hartford financial obligations are current and paid in full or subject to a current and approved payment plan. Please attach RFR Affidavit. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 7. STATUS OF THE BUSINESS AND ITS CURRENT STANDING WITH THE SECRETARY OF STATE'S OFFICE | Connecticut businesses - Are all required filings current with the Secretary of State and will the Secretary of State be able to issue a Certificate of Legal Existence? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| | Out-of-State (foreign) businesses – Have you filed a Certificate of Authority / Application of Registration with the Connecticut Secretary of State? If so, submit a copy of your filing with your response. If not, submit a copy of your Certificate of Good Standing from your state of incorporation. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

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|--|---|-------|---|-----|---|
| 8. Is your local organization an affiliate of a Parent company? If so, Indicate the principal place of business of the parent company and the name of agent for service. | | | | | |
| Business Name | . | | | | |
| Address | . | | | | |
| City | . | State | . | Zip | . |
| Name of Agent | . | | | | |

9. List all Affiliated Businesses (attach additional sheets as necessary):

| Business Name | Address | Ownership Interest % |
|----------------------|----------------|-----------------------------|
| . | . | . |
| . | . | . |
| . | . | . |
| . | . | . |

10. Based on the organizational structure of your business, provide a current listing of all corporate officers, principals, general or managing partners, limited partners, managers and members. If sole proprietorship or general partnership, attach trade name certificate filed with the town clerks office.

11. Submit copies of all required business (trade & occupational) licenses with your response.

12. Your company may be asked to submit information relative to your company's financial statements and/or a Dun & Bradstreet report may be obtained prior to receiving an award. This information will be protected to the fullest extent required by law.

13. Additional information/documentation may be requested subsequent to your responding to this solicitation.