

(Exhibit 15)

**CONTRACTOR’S EXPERIENCE QUESTIONNAIRE  
AND FINANCIAL STATEMENT**

The information listed in the Experience Questionnaire and Contractor's Financial Statement Forms is required to be filed with soliciting agencies prior to award of any contract. In order to expedite the processing of contracts, please complete the enclosed forms in accordance with these instructions.

The bidder is required to complete all the attached forms. If the bidder is a Joint Venture, then each Corporation, Partnership, or Individual that is a party to the Joint Venture must individually complete each form.

All references to "fiscal year" in this questionnaire will mean the fiscal year of the bidder filing this form.

**PAGE 2 OF 9:**

Project Title - Indicate title of project as shown in the specifications.

Location - Project location as shown in the specifications.

Trades or Trades Being Bid – Enter the appropriate code number(s) from the list below which represent the trade(s) for which you are qualified to bid:

<u>Trade</u>	<u>Code Number</u>
Building Construction	1
Electrical	2
Elevator	3
Food Service	4
Heating, Ventilating & Air Conditioning	5
Laboratory Equipment	6
Landscaping	7
Plumbing	8
Power Plants (Boilers, Equipment & Piping)	9
Refrigeration	10
Roofing	11
Sanitary (Sewage Treatment Plants, Pumping Stations, etc.)	12
Other _____	13

**PAGES 3 & 4 OF 9:**

Complete in accordance with form.

**PAGE 5 OF 9:**

Section 53 - Under "c", list previous business name or names and the number of years you have done business under these names within the past 10 years.

**PAGE 6 OF 9:**

Section 54 - From your present payroll indicate the number of individuals in each category in the "Current" column. Estimate the maximum and minimum number of employees over the previous 3 fiscal years in each category.

**PAGES 7 & 8 OF 9:**

Complete in accordance with form.

**PAGE 9 OF 9**

- 1) In Section 62, Column C insert "S" if a subcontractor or "P" if a prime-contractor. The balance of this section is to be completed in accordance with form.
- 2) Billings for 3 fiscal years - insert year and amount.
- 3) Work in Progress at the end of the past 3 fiscal years - same as above.

(Exhibit 15)  
**CONTRACTOR'S EXPERIENCE QUESTIONNAIRE  
 AND FINANCIAL STATEMENT**

Project Name: Provide and Install a Pre-Engineered Metal Building and Sidewalks

Project Location: 2820 Leslie Road, Tampa, FL 33619

Insert code number of trade or trades for which you are qualified to bid on the basis of previous experience in accordance with attached detailed instructions, each on the respective line shown below:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. Is your organization currently pre-qualified with any governmental agency? \_\_\_\_\_

If so, please list. \_\_\_\_\_

4. Have you, in the previous five years, been denied a contract award on which you submitted the low bid in competitive bidding, or been refused prequalification? \_\_\_\_\_

If so, please list and describe: \_\_\_\_\_

5. Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

6. Check appropriate box:

- A Corporation     
  A Co-Partnership     
  An Individual     
  A Joint Venture

The Contractor acknowledges that this Experience Questionnaire and Financial Statement is made for the express purpose of inducing the Owner to whom it is submitted to award a contract to the contractor, and further the Contractor acknowledges that the agency may at its discretion, by means which the Owner may choose, determine the truth and accuracy of all statements made by the Contractor herein.

(Exhibit 15)

**SECTION "A" - FINANCIAL STATEMENT**

As of \_\_\_\_\_ (Date)

**ASSETS**

7. CASH\* \$ \_\_\_\_\_

**ACCOUNTS RECEIVABLE**

8. From Government Contracts Completed \_\_\_\_\_

9. From Non-Government Contracts Completed \_\_\_\_\_

10. Claims included in 8 and 9 not yet approved or in litigation \$ \_\_\_\_\_

11. From Government Contracts in Process \_\_\_\_\_

12. From Non-Government Contracts in Process \_\_\_\_\_

13. Claims included in 11 and 12 not yet approved or in litigation \_\_\_\_\_

14. Retainage included in 11 and 12 \_\_\_\_\_

15. Other\*\* (list) \_\_\_\_\_

**NOTES RECEIVABLE**

16. Due within 90 days\*\* \_\_\_\_\_

17. Due after 90 days\*\* \_\_\_\_\_

**INVESTMENTS**

18. Listed securities - present market value \_\_\_\_\_

19. Unlisted securities - present value \_\_\_\_\_

**BID DEPOSITS**

20. Recoverable within 90 days \_\_\_\_\_

21. Recoverable after 90 days \_\_\_\_\_

**ACCRUED INTEREST**

22. Receivable on notes \_\_\_\_\_

23. Receivable on Investments \_\_\_\_\_

24. Other (list) \_\_\_\_\_

25. REAL ESTATE (Book Value or Market, whichever is less) \_\_\_\_\_

26. INVENTORIES (Not included in receivable billing & at present value) \_\_\_\_\_

27. EQUIPMENT-NET BOOK VALUE  
(Supply list by cost, depreciation, net book value) \_\_\_\_\_

**OTHER ASSETS**

28. Contract Costs in excess of Billings \$ \_\_\_\_\_

29. Cash Surrender Value of Life Insurance \_\_\_\_\_

30. Receivables from Officers and Employees \_\_\_\_\_

(Exhibit 15)  
**SECTION "A" - FINANCIAL STATEMENT**

31. Other (list) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

32. TOTAL ASSETS \$ \_\_\_\_\_  
\*Do not include deposits for bids or other Guarantees  
\*\*Do not include receivables from officers and employees

**ACCOUNTS PAYABLE**

33. Due within 1 year \_\_\_\_\_  
34. Due after 1 year \_\_\_\_\_

**NOTES PAYABLE**

35. Due within 1 year \_\_\_\_\_  
36. Due after 1 year \_\_\_\_\_  
37. Officers and Employees \_\_\_\_\_  
\_\_\_\_\_

38. TAXES PAYABLE \_\_\_\_\_

39. ACCRUED AND ACTUAL PAYROLL PAYABLE \_\_\_\_\_

40. MORTGAGES PAYABLE \_\_\_\_\_

**OTHER LIABILITIES**

41. Federal Income Tax Provision \_\_\_\_\_  
42. Deferred Income \_\_\_\_\_  
43. Other (list) \_\_\_\_\_  
\_\_\_\_\_

**NET WORTH**

44. (If individual proprietorship or partnership) \_\_\_\_\_

**CAPITAL STOCK**

45. Common Issued and Outstanding \_\_\_\_\_  
46. Preferred Issued and Outstanding \_\_\_\_\_  
47. Treasury Stock \$ \_\_\_\_\_

**CAPITAL SURPLUS**

48. Earned Surplus Prior Years \_\_\_\_\_  
49. Earned Surplus Current Year \_\_\_\_\_

50. TOTAL LIABILITIES AND NET WORTH \$ \_\_\_\_\_

NOTE: IF ADDITIONAL SPACE IS REQUIRED, PLEASE NOTE AND ATTACH SCHEDULE TO STATEMENT

51. Dated this \_\_\_\_\_ day of \_\_\_\_\_, YR \_\_\_\_\_.

\_\_\_\_\_  
Name of Organization

By: \_\_\_\_\_  
Signature/Title

(Exhibit 15)

**SECTION 'B' - EXPERIENCE QUESTIONNAIRE**

52. If a Corporation, answer this:

If a Partnership or Individual Proprietorship, answer this:

Date of incorporation \_\_\_\_\_

Date of organization \_\_\_\_\_

In what State \_\_\_\_\_

If a partnership, state whether partnership is general, limited association \_\_\_\_\_

Name of Officers:

President \_\_\_\_\_

Name and Address of Partners:

Vice President \_\_\_\_\_

\_\_\_\_\_

Vice President \_\_\_\_\_

\_\_\_\_\_

Secretary \_\_\_\_\_

\_\_\_\_\_

Treasurer \_\_\_\_\_

\_\_\_\_\_

53. a. How many years has your organization been in the construction business?

\_\_\_\_\_  
\_\_\_\_\_

b. How many years under your present business name?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. How many years under previous business name? (List other names)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SUBSIDIARY OR AFFILIATED COMPANIES IN WHICH PRINCIPALS HAVE FINANCIAL INTEREST**

**NAME AND ADDRESS OF SUBSIDIARY OR AFFILIATED COMPANIES**

**EXPLAIN IN DETAIL THE PRINCIPAL'S INTEREST IN THIS COMPANY AND NATURE OF BUSINESS**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Exhibit 15)

**NUMBER OF FULL TIME PERSONNEL WITHIN YOUR ORGANIZATION**

- 54. a. Clerical Personnel \_\_\_\_\_
- b. Engineers & Architects \_\_\_\_\_
- c. Supervisors, Foremen, or Superintendents \_\_\_\_\_
- d. Skilled Employees including Technicians \_\_\_\_\_
- e. Unskilled Employees \_\_\_\_\_
- f. Estimators \_\_\_\_\_
- g. Total number of full time personnel \_\_\_\_\_

55. WHAT IS THE CONSTRUCTION EXPERIENCE OF THE PRINCIPALS AND SUPERVISORY PERSONNEL OF YOUR ORGANIZATION? (Asterisk any personnel likely to be assigned to project being bid.)

PRINCIPAL'S NAME	TITLE	YEARS OF CONSTRUCTION EXPERIENCE	IN WHAT CAPACITY AND WITH WHOM
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56. SUPERVISORY PERSONNEL	TITLE	YEARS OF CONSTRUCTION EXPERIENCE	IN WHAT CAPACITY AND WITH WHOM
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57. Within the previous 3 fiscal years has your organization or predecessor organizations ever failed to complete a project? If so, state name of organization and reason thereof.

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58. Within the previous 3 fiscal years has your organization been involved in litigation? \_\_\_\_\_. If so, please list and explain nature and current status.

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(Exhibit 15)

**STATUS OF UNCOMPLETED CONTRACTS**

As of: \_\_\_\_\_ (date)

62. Give full information about all of your present contracts. In Column C insert "S" if a subcontractor or "P" if a prime contractor, whether in progress or awarded but not yet begun; and regardless of with whom contracted.

A Project Description Location & Owner	B Design Architect And/Or Design Engineer	C Total Amount of Your Contract (Or Subcontract)	D Amount In Column C Sublet To Others	E Uncompleted Amount of Contract
Total				

COMPLETE THE FOLLOWING:

Net Total Billings for Previous 3 Fiscal years:

Average Backlog for Previous 3 Fiscal Years: (Estimated total value of uncompleted work on outstanding contract)

YR \_\_\_\_\_ \$ \_\_\_\_\_

YR \_\_\_\_\_ \$ \_\_\_\_\_

YR \_\_\_\_\_ \$ \_\_\_\_\_

YR \_\_\_\_\_ \$ \_\_\_\_\_

YR \_\_\_\_\_ \$ \_\_\_\_\_

YR \_\_\_\_\_ \$ \_\_\_\_\_