

**COLORADO DEPARTMENT OF TRANSPORTATION**  
**CONTRACTOR PREQUALIFICATION STATEMENT**  
**(EXPERIENCE, EQUIPMENT AND FINANCIAL)**

Date

**Return to:** Contracts & Market Analysis  
 Prequalification Unit  
 4201 E. Arkansas, 4th Floor  
 Denver, CO 80222

**Contractor instructions:**

Complete this form and submit to CDOT at least 17 days before you bid on a project. Failure to do so may delay your prequalification and ability to bid.

Resubmit this form during the year if there are changes in your company ownership or financial standing.

**All applications:**

1. Send current W9 for the office where you receive payments for CDOT work. Address on W9 form **MUST** match address below.

**On projects greater than \$1,500,000:**

1. Submit an audited financial statement. It must comply with generally accepted accounting principles and include an independent CPA's opinion. A CPA review or compilation opinion is not acceptable.
2. Include a recently signed and dated letter from the bonding agent or bonding company indicating the contract performance bond capacity for the contractor.

**On projects of less than \$1,500,000 but greater than \$600,000:**

1. Attach a CPA review **OR**
2. Attach an audited statement **without** a letter from the bond company stating capacity.

**On projects of less than \$600,000:**

1. Complete SECTION THREE - FINANCIAL BALANCE SHEET **OR**
2. Compiled statement.

It is your responsibility to submit this form each year before the date your prequalification expires. Your failure to reapply will result in automatic expiration of your prequalification.

Company name	Phone #	FAX phone #
Company address (street, city, county, state and zip)		Email address
Contact person name		
Business type <input type="checkbox"/> Corporation <input type="checkbox"/> Co-partnership <input type="checkbox"/> Individual <input type="checkbox"/> Joint venture		Federal Employer Identification number

**I intend to:**

bid on any CDOT project. (I understand my company must be prequalified by CDOT)

<input type="checkbox"/>	CDOT project #	Scheduled bid opening date
<input type="checkbox"/> bid on:	CDOT project #	Scheduled bid opening date

bid on non-CDOT public agency project:

Agency name	Scheduled bid opening date
Project ID #	
Description of work	

request a new prequalification rating. (I'm attaching information which indicates a change in my previously submitted CDOT Form #66)

**SECTION ONE - GENERAL INFORMATION AND HISTORY**

● Report any changes in numbers 3, 9, through 14 to CDOT within 10 days of the change.

<b>1. If your company is a co-partnership, complete:</b>	Organization date	Type <input type="checkbox"/> General <input type="checkbox"/> Limited <input type="checkbox"/> Association
Partner name and address (street, city, state and zip)	Partner name and address (street, city, state and zip)	

<b>2. If your company is incorporated, complete:</b>		
Date incorporated	State incorporated	Cash capital paid

<b>3. If you are an out-of-state contractor, who is your Colorado registered agent?</b>	
Name	Phone no.
Address (street, city, state and zip)	

<b>4. List your business partners or associates that have worked with you in the last 5 years.</b>	
Name	Name
Name	Name
Name	Name
Name	Name

**5. How many years has your company been in the contracting business?**

general contracting?

subcontracting?

**6. List the construction experience of the principle individuals who work for you.**

Name	Present position	Years experience	Magnitude and type of work	In what capacity

**7. List the projects your company completed in the last 5 years. (Include city, county or state projects)**

Year	Type of work	Employer name	Contract amount	Work location (city, county or state)

**8. Attach a list of your construction equipment. (Include the quantity, name description and capacity)**

**9. Attach a list of your parent, affiliate or subsidiary companies. (Include relationship, percentage of ownership and principals)**

**10. Has your company, its parent, affiliate or subsidiary been denied prequalification in the last 5 years by any governmental agency in Colorado or any other state's highway agency?**

no     yes, (attach explanation)

**11. Have you ever failed to complete any contract awarded to you?**

no     yes, (attach statement with date, work location and reason)

**12. Have any of your officers or partners failed to complete a contract while working for another company or managing a contract under their own names?**

no  yes, (attach statement with employee name, company name and reason)

**13. Has any officer in your company, its parent, affiliate or subsidiary, been indicted/convicted of bid/contract related violations in the past 5 years?**

no  yes, (attach explanation)

**14. Does your company have financial interests in other businesses?**

no  yes, (attach a list of the businesses)

**15. Is your company owned or controlled by minorities or women?**  no  yes

- if "yes" - is your company certified by the Department of Regulatory Agencies ?  no  yes

- if "no" - would you like to apply for certification and contact the Business Programs Office at (303) 757-9599

no  yes

## SECTION TWO - EXPERIENCE AND EQUIPMENT

**CONSTRUCTION TYPE** - indicate the work your company performs using equipment you own.

- |  |  |
|--|--|
| 1. <input type="checkbox"/> GENERAL CONSTRUCTION     | Ability to mobilize and undertake work of any type and magnitude   |
| 2. <input type="checkbox"/> GRADING (GENERAL)        | Roadway excavation and embankment of any magnitude   |
| 3. <input type="checkbox"/> LIGHT GRADING            | Substantially less in scope than general grading category: minor widening reconstruction, blading, structure excavation, etc.            |
| 4. <input type="checkbox"/> AGGREGATES               | Commercial-scale gravel producing operation  |
| 5. <input type="checkbox"/> PAVING (GENERAL)         | Bituminous and portland cement concrete paving of any magnitude  |
| 6. <input type="checkbox"/> BITUMINOUS CONCRETE      | Hot bituminous pavement production and/or replacement  |
| 7. <input type="checkbox"/> SEAL COAT                | Chip seal (plant or road mix) and related work   |
| 8. <input type="checkbox"/> PORTLAND CEMENT CONCRETE | Portland cement concrete pavement production and/or placement  |
| 9. <input type="checkbox"/> STRUCTURES (GENERAL)     | Highway structures of any magnitude and level of complexity  |
| 10. <input type="checkbox"/> SMALL BRIDGES           | Steel, up to 80 ft. span (typical); concrete up to 50 ft. span (typical); bridge deck rehabilitation; all other lesser structures        |
| 11. <input type="checkbox"/> MINOR STRUCTURES        | minor drainage and miscellaneous structures; inlets, storm sewer, pipe culverts, concrete box culverts up to 20 ft. span (typical), etc. |

**INCIDENTAL** - Check only if work of this type is normally performed with your own forces

- |  |   |
|--|---|
| 12. <input type="checkbox"/> CURB, GUTTER, FLATWORK  | Curb, gutter, bikeway, median cover, slope paving etc.                              |
| 13. <input type="checkbox"/> FENCING                 | Standard highway fencing (wire, chain link, etc.); noise barrier fence; delineation |
| 14. <input type="checkbox"/> GUARD RAIL              | Standard guard rail; concrete barrier; bridge rail; impact attenuator               |
| 15. <input type="checkbox"/> LANDSCAPING             | Seeding, sodding, topsoil, planting, fertilizing, mulching, etc.                    |
| 16. <input type="checkbox"/> PAVEMENT MARKING        | Painted and/or thermoplastic pavement markings                                      |
| 17. <input type="checkbox"/> CONSTR. TRAFFIC CONTROL | Flagging, traffic control supervision, and/or construction traffic control devices  |

**SPECIALTY** - Check only if you are a likely bidder on projects consisting of this work type

- |  |  |
|--|--|
| 18. <input type="checkbox"/> PAVEMENT REPAIR       | Pavement sawing, joint repair, mud-jacking, pressure grouting, milling, etc.   |
| 19. <input type="checkbox"/> STRUCTURE REPAIR      | Miscellaneous structural component repair; pier caps, bearing devices, expansion devices, girders, bridge rail, etc. |
| 20. <input type="checkbox"/> ELECTRICAL, SIGNALS   | Lighting, wiring, signalization, traffic monitoring devices, etc.  |
| 21. <input type="checkbox"/> BUILDING CONSTRUCTION | Rest areas, ports of entry, miscellaneous building-related construction  |
| 22. <input type="checkbox"/> WATERLINE             | Water lines, taps, and fittings; miscellaneous underground utility relocations                                       |
| 23. <input type="checkbox"/> SPRINKLER SYSTEM      | Installation, adjustment, and repair of landscape irrigation systems   |
| 24. <input type="checkbox"/> OTHER: (list)         |  |

### SECTION THREE - FINANCIAL BALANCE SHEET

If you intend to bid on contracts greater than \$600,000 skip this section and attach an audited or reviewed financial statement.  
Go to SECTION FOUR - CERTIFICATION

Instructions: Complete the financial balance sheet and attach:

1. A summary describing the accounting methods you used to:
  - a. compute profit on jobs in progress. Describe whether the profits are based on a complete contract or on a percent age of completion.
    - if based on a percentage of completion, describe the method used to measure progress (total estimated cost to date, estimate of total hours of labor to date, etc.).
  - b. compute income tax if you used a method different from the method used on the financial statement.
  - c. determine the inventory value.
  - d. depreciate and/or amortize your property, plant and equipment (include the depreciation/amortization period).
2. A description of all your outstanding loans and notes payable including:
  - loan amount
  - repayment terms
  - interest rate
  - collateral (if any)
3. A description of your commitments and contingency liabilities such as:
  - long-term, non-cancellable leases
  - purchase orders for large equipment leases
  - unsettled significant lawsuits and claims
4. A description of your transactions with related parties including:
  - the business purpose of the transaction
  - the nature of the relationship
  - any special or unusual payment terms
  - the volume of the transactions

**FINANCIAL BALANCE SHEET - AS OF:** (date) \_\_\_\_\_

● Add line items, if necessary, under the appropriate caption.

**ASSETS**

<b>CURRENT ASSETS</b>		
Cash and Short-Term Investments		\$
Marketable Securities at Cost		
Accounts Receivable:		
Current Billings on Contracts	\$	
Retention on Contracts		
Current Portion of Notes Receivable		
Other Receivables		
Less: Allowance for Doubtful Accounts		
Net Receivables		
Equity and Advances to Joint Ventures		
Costs and Estimated Earnings in Excess of Billings on Contracts		
or		
Costs in Excess of Billings on Contracts		
Inventory		
Prepaid Expenses		
Other Current Assets		
<b>TOTAL CURRENT ASSETS</b>		\$
<b>OTHER ASSETS</b>		
Due from Officers and Employees		
Investments in and Advances to affiliated Companies		
Cash Value of Life Insurance		
Less Policy Loans of \$ .....		
Other		
<b>TOTAL OTHER ASSETS</b>		\$
<b>PROPERTY, PLANT AND EQUIPMENT</b>		
Plant	\$	
Buildings		
Equipment		
Less: Accumulated Depreciation	-	
<b>TOTAL</b>		
Land		
<b>TOTAL PROPERTY, PLANT AND EQUIPMENT</b>		\$
<b>TOTAL ASSETS</b>		\$

**FINANCIAL BALANCE SHEET - AS OF:** (date) \_\_\_\_\_

● Add line items, if necessary, under the appropriate caption.

**LIABILITIES AND STOCKHOLDER/OWNER EQUITY**

<b>CURRENT LIABILITIES</b>		
Accounts Payable		
Trade	\$	
Due Subcontractors-Current		
Due Subcontractors-Retention		
	<b>TOTAL</b>	\$
Notes Payable and Current Maturities of Long Term Debt		
Current Portion of Notes Payable		
Billings in Excess of Costs and Estimated Earnings on Contracts		
OR		
Billings in Excess of Costs on Contracts		
Advance Payments on Contracts		
Accrued Expenses		
Accrued Income Taxes		
Other Current Liabilities (describe)		
	<b>TOTAL CURRENT LIABILITIES</b>	\$
<b>DEFERRED INCOME TAXES-NONCURRENT</b>		
<b>LONG-TERM DEBT LESS CURRENT MATURITIES</b>		
<b>OTHER (describe)</b>		
<b>CONTINGENT LIABILITIES (see note _____) (attach explanation:)</b>		
	<b>TOTAL LIABILITIES</b>	\$
<b>STOCKHOLDERS/OWNERS EQUITY (or NET WORTH)</b>		
Individual or Partnership Capital	\$	
Preferred Stock, \$.....Par Value, .....Shares, Authorized, .....Shares Issued and Outstanding		
Common Stock, \$.....Par Value, .....Shares, Authorized,.....Shares Issued and Outstanding Additional Paid in Capital		
Retained Earnings		
Less Cost of ..... Shares of Treasury Stock		
	<b>TOTAL STOCKHOLDERS/OWNERS EQUITY</b>	\$
	<b>TOTAL LIABILITIES AND STOCKHOLDERS/OWNERS EQUITY</b>	\$

**SECTION FOUR - CERTIFICATION**

I/WE CERTIFY AND UNDERSTAND:

- That the financial balance sheet or the attached audit was prepared from the books and records of my/our company and details all company assets and liabilities.
- That any changes in my/our financial condition requires me/us to refrain from bidding until I/we submit an updated financial statement and the statement is approved by CDOT.
- Any reference listed is authorized to supply CDOT with all necessary information to verify this statement.

I/WE DECLARE UNDER PENALTY OF PERJURY IN THE SECOND DEGREE, AND ANY APPLICABLE STATE OR FEDERAL LAWS, THAT THE STATEMENTS MADE ON THIS FORM (INCLUDING EXPERIENCE, FINANCIAL CONDITION AND ALL ATTACHMENTS) ARE TRUE AND COMPLETE TO THE BEST OF MY/OUR KNOWLEDGE.

President name and signature	Date
Vice-president name and signature	Date
Secretary name and signature	Date
Treasurer name and signature	Date
Co-partner signature and title (if applicable)	Date
Co-partner signature and title (if applicable)	Date
Co-partner signature and title (if applicable)	Date

**Additional signatures of those individuals that are authorized to sign bid proposals and sign contracts**  
**NOTE - You must sign exactly as bid proposals and contracts will be signed**

Other	Title:	Date
Other	Title:	Date
Other	Title:	Date
Other	Title:	Date
Other	Title:	Date

**IF YOU ARE A CORPORATION ATTACH YOUR COMPANY SEAL**