

RESPONSIBLE BIDDING PRACTICES FORM
South Bend Community School Corporation
Board Policy 6320.02, Adopted 6/01/2020
A-0

Contractor agrees to abide by the responsible bidding practices and submission requirements outlined in South Bend Community School Corporation Policy 6320.02. All contractors proposing to submit bids on any City public works project estimated to be at least \$150,000 or more must submit this statement, made under oath and subject to perjury laws.

Has the bidder previously submitted the items listed below and been "Prequalified" as a Responsible Bidder as related to Board Policy 6320.02, Adopted 6/01/2020

Yes _____ No _____

If yes, please attach a copy of your notification letter stating you have been prequalified.

If no, please submit the following items either prior to the bid opening or included with the sealed bid:

- _____ (A) Evidence from the Indiana Secretary of State showing bidder's company is in existence and current with the Indiana Secretary of State's Business Entity Reports, and eligible for a certificate of good standing.
- _____ (B) A list identifying all former business names
- _____ (C) List any determinations by a court or governmental agency for violations of Federal, State, or local laws including, but not limited to, violations of contracting or antitrust laws, tax or licensing laws, environmental laws, the Occupational Safety and Health Act ("OSHA"), or Federal Davis-Bacon and related Acts
- _____ (D) A statement on staffing capabilities, including labor sources.
- _____ (E) Evidence of participation in apprenticeship and training programs applicable to the work to be performed on the project, which are approved by and registered with the United States Department of Labor's Office of Apprenticeship, or its successor organization. The required evidence includes but is not limited to a copy of all applicable apprenticeship standards or Apprenticeship Agreement (s) for any apprentice (s) who will perform work on the public works project, and evidence that each apprenticeship program has graduated at least five (5) apprentices in each of the past five (5) years for each construction craft the bidder will perform work on the project; List all apprenticeship and training programs bidder utilizes applicable to the work to be performed on the public work project
- _____ (F) A written plan for employee drug testing that: (a) covers all employees of the bidder who will perform work on the public work project; and (b) meets, or exceeds, the requirements set forth in IC 4-13-18-5 or IC 4-13-18-6.
- _____ (G) The name and description of the management experience of each of the bidder's project managers and superintendents that bidder intends to assign to work on the project.
- _____ (H) Proof of any professional or trade license required by law for any trade or specialty area in which bidder intends to seek a contract award; and disclosure of any suspension or revocation within the previous five years of any professional or trade license held by the company, or of any director, office or manager employed by the bidder
- _____ (I) Evidence that the contractor is utilizing a surety company, which is on the United States Department of Treasury's listing of approved sureties
- _____ (J) A written statement of any Federal, State, or local tax liens or tax delinquencies owed to any Federal, State, or local taxing body in the last five years

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_____ (K) A statement that individuals who will perform work on the public work project on behalf of the bidder will be properly classified as either (i) an employee or (ii) an independent contractor, under all applicable state and federal laws and local ordinances;

_____ (L) A list of projects of similar size and scope of work that the bidder has performed in the State of Indiana within three (3) years prior to the date on which the bid is due;

_____ (M) For contracts estimated to cost at least three hundred thousand dollars (\$300,000), certification that all contractors and subcontractors are qualified under IC 4-13.6-4 or IC 8-23-10. The School reserves the right to demand supplemental information from the bidder, (additional) verification of any of the information provided by the bidder, and may also conduct random inquiries of the bidder's current and prior customers

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This form must be included in the Bid, without alteration.

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Date _____

Company Representative _____

Company Name _____

Company Address _____

Representative email _____ Phone _____

Signature _____

Any material changes to the contractor's status, at any time, must be reported in writing within 10 days of its occurrence to the South Bend Community School Corporation. The prequalification designation is made in the sole discretion of the South Bend Community School Corporation and the South Bend Community School Corporation reserves the right to revoke the designation for any reason