

## STATEMENT OF CREDENTIALS

- 1. GENERAL:** In order to assist the Owner in determining the ability of each Bidder to properly fulfill the requirements of this proposed contract, the Bidder will complete the following items. All questions must be answered and the information given must be clear and comprehensive. **This statement must be notarized.** If necessary, questions may be answered on separate attached sheets. The Bidder may submit any additional information he desires.

Name of Bidder: \_\_\_\_\_

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

Date Organized: \_\_\_\_\_ Date Incorporated: \_\_\_\_\_

Office Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Number of years in business under present name: \_\_\_\_\_

Type of work performed by your company: \_\_\_\_\_

Have you ever failed to complete any work awarded to you? \_\_\_\_\_

Have you ever defaulted on a contract? \_\_\_\_\_

- 2. EXPERIENCE:** The Bidder will give below a list of similar projects which he has completed within the last five (5) years.

1. Owner: \_\_\_\_\_

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

Ph/Fx Number: \_\_\_\_\_ Email: \_\_\_\_\_

Scope of Work Description: \_\_\_\_\_

Date Completed: \_\_\_\_\_ Total Cost: \_\_\_\_\_

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2. Owner: \_\_\_\_\_

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

Ph/Fx Number: \_\_\_\_\_ Email: \_\_\_\_\_

Scope of Work Description: \_\_\_\_\_

Date Completed: \_\_\_\_\_ Total Cost: \_\_\_\_\_

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3. Owner: \_\_\_\_\_

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

Ph/Fx Number: \_\_\_\_\_ Email: \_\_\_\_\_

Scope of Work Description: \_\_\_\_\_

Date Completed: \_\_\_\_\_ Total Cost: \_\_\_\_\_

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4. Owner: \_\_\_\_\_

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

Ph/Fx Number: \_\_\_\_\_ Email: \_\_\_\_\_

Scope of Work Description: \_\_\_\_\_

Date Completed: \_\_\_\_\_ Total Cost: \_\_\_\_\_

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5. Owner: \_\_\_\_\_

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

Ph/Fx Number: \_\_\_\_\_ Email: \_\_\_\_\_

Scope of Work Description: \_\_\_\_\_

Date Completed: \_\_\_\_\_ Total Cost: \_\_\_\_\_

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6. Owner: \_\_\_\_\_

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

Ph/Fx Number: \_\_\_\_\_ Email: \_\_\_\_\_

Scope of Work Description: \_\_\_\_\_

Date Completed: \_\_\_\_\_ Total Cost: \_\_\_\_\_

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7. Owner: \_\_\_\_\_

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

Ph/Fx Number: \_\_\_\_\_ Email: \_\_\_\_\_

Scope of Work Description: \_\_\_\_\_

Date Completed: \_\_\_\_\_ Total Cost: \_\_\_\_\_

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8. Owner: \_\_\_\_\_

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

Ph/Fx Number: \_\_\_\_\_ Email: \_\_\_\_\_

Scope of Work Description: \_\_\_\_\_

Date Completed: \_\_\_\_\_ Total Cost: \_\_\_\_\_

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9. Owner: \_\_\_\_\_

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

Ph/Fx Number: \_\_\_\_\_ Email: \_\_\_\_\_

Scope of Work Description: \_\_\_\_\_

Date Completed: \_\_\_\_\_ Total Cost: \_\_\_\_\_

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10. Owner: \_\_\_\_\_

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

Ph/Fx Number: \_\_\_\_\_ Email: \_\_\_\_\_

Scope of Work Description: \_\_\_\_\_

Date Completed: \_\_\_\_\_ Total Cost: \_\_\_\_\_

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**3. CONTRACTS ON HAND:** The Bidder shall provide below a list of any contracts/projects he currently has on hand:

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**4. EQUIPMENT AVAILABLE FOR THIS CONTRACT/PROJECT ON HAND (if applicable):** The Bidder shall provide below a list of equipment available for use on this contract/project:

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**5. SUBCONTRACTORS:** List any subcontractors you propose to use on the Hidalgo County project that will comprise at least 10% of the total project cost. Use additional pages, if necessary. This information is considered to be preliminary and may be revised prior to the bid being awarded and shall be re-submitted during the pre-construction phase. However, it is expressly understood that the use of any subcontractor other than those listed with this bid shall require written approval from Hidalgo County.

Failure to submit the information as required may result in a disqualification of your bid.

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**6. PERFORMANCE OF WORK BY BIDDER:** Except as otherwise provided, the awarded bidder shall perform no less than seventy percent (70%) of the work on the project with his own organization; only thirty percent (30%) of the work on the project may be subcontracted. If, during the process of work hereunder, the Bidder requests a reduction in such participation percentage and Hidalgo County determines that it would be in Hidalgo County's best interest, the percentage of the work required to be performed by the Bidder may be reduced; provided, written approval of such reduction is obtained by the Bidder from Hidalgo County prior to the work being performed.

The organization of the specifications into divisions, sections, articles, etc., and the arrangement and titles of project drawings shall not control the Bidder in dividing the work amongst subcontractors or in establishing the extent of work to be performed by any trade.

Awarded bidder shall assign a project superintendent who is directly employed by the Bidder; that superintendent will be required to be on the job on a daily basis. No subcontractors will be allowed to act as project superintendents at any point during the construction of said project.

Bidder hereby certifies that it shall carry liability coverage and workers compensation insurance coverage that meets the requirements set forth in this Request for Bids/Proposals when performing work on this project for Hidalgo County. Bidder shall provide a certificate of insurance identifying the required insurance coverages as well as naming Hidalgo County as an additional insured for the awarded project.

Furthermore, bidder certifies that any subcontractor on the project shall also provide a certificate establishing liability coverage and workers compensation insurance coverage in the same amounts as required by Hidalgo County. A certificate of insurance for each subcontractor shall also identify the County as an additional insured for the work performed on the awarded project. Bidder shall provide copies of all insurance certificates to Hidalgo County during the course of the project for all subcontractors working on the project.

The undersigned hereby authorizes and requests any person, firm, or corporation to furnish any information requested by the owner in verification of the recitals comprising this Statement of Credentials.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

**Subscribed and sworn** to me this \_\_\_\_ day of \_\_\_\_\_, 2012.

By: \_\_\_\_\_

Notary Public in and for \_\_\_\_\_ County, Texas

My commission expires \_\_\_\_\_