STATE OF HAWAII

STANDARD QUALIFICATION QUESTIONNAIRE

FOR OFFERORS

issued by the

PROCUREMENT POLICY BOARD
STATE OF HAWAII

To be filed with the procurement officer calling for offers in accordance with Section 103D-310, HRS, as amended.

Project: Renovation of the Historic Kakaako Sewer Pump Station
Hawaii Community Development Authority
RFP No.: HCDA 02-2014

Submitted By__________________________________________________________

Address____________________________________________________________

Date_______________________________________________________________
STANDARD QUALIFICATION QUESTIONNAIRE

COVERING EXPERIENCE, EQUIPMENT AND FINANCIAL STATEMENT OF OFFERORS. THE OFFICER CALLING FOR OFFERS MAY REQUIRE THE OFFEROR TO FURNISH ADDITIONAL INFORMATION NOT SPECIFICALLY COVERED HEREIN. ALL ITEMS MUST BE ANSWERED AND OMISSIONS MAY BE CONSIDERED GOOD CAUSE FOR UNFAVORABLE CONSIDERATION.

GENERAL INFORMATION

1. The statements contained in this Questionnaire are being furnished for consideration in submitting an offer for the following project:

   (a) Project Title_________________________________________________________

   (b) Location____________________________________________________________

   (c) Offer Due Date_______________________________________________________

2. The Questionnaire is being submitted in behalf of:

   (a) Name of Offeror______________________________________________________

   (b) Address____________________________________________________________

   (c) Telephone No._______________________________________________________

   (d) Date Submitted______________________________________________________

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

3. If the bid is submitted by a joint venture, composed of two or more individual firms, then each member firm comprising the joint venture must submit all information listed on pages 3 through 16, inclusive, of the Questionnaire and, in addition, answer the following:

   (a) Members of joint Venture____________________________________________

   (b) Date of Joint Venture Agreement______________________________________

   (c) Is agreement between members comprising the joint venture joint and several liability?____________________________________________
If not, state the terms of agreement in this respect:___________________________

__________________________________________

__________________________________________

__________________________________________
EXPERIENCE QUESTIONNAIRE

Submitted by______________________________

Principal Office______________________________

The signatory of this questionnaire guarantees the truth and accuracy of all statements and of all answers to interrogatories hereinafter made.

1. How many years has your organization been in business as a [General Contractor, Developer, Design Professional, Etc.] under your present business name?________________

2. How many years experience in [design, construction]______________ has your organization had: (A) as a [General Contractor]______________; (B) as a [Developer]______________; (C) as a [Designer]______________; (D) as a [Other]______________

3. Show what projects your organization has completed in the past five (5) years in the following tabulation:

<table>
<thead>
<tr>
<th>Contract Amount</th>
<th>Description</th>
<th>Date Completed</th>
<th>Name and Address of Owner</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

Exhibit E, Page 4
4. Have you ever failed to complete any work awarded to you? ________________ If so, state when, where and why? ________________

5. Has any officer or partner of your organization in the past five (5) years been an officer or partner of some other organization that failed to complete a contract? If so, state name of individual, other organization and reason therefore. ________________

6. Has any officer or partner of your organization in the past five (5) years failed to complete a contract handled in his own name? ________________ If so, state name of individual, name of Owner and reason therefore. ________________

7. In what other lines of business are you financially interested? ________________

8. For what corporations or individuals in the past five (5) years have you performed work, and to whom do you refer? ________________

9. For what counties within the State of Hawaii have you performed work and to whom do you refer? ________________
10. For what Bureaus or Departments of the State government have you performed work and to whom do you refer?

11. Have you performed work for the U. S. Government? If so, when and to whom do you refer?

12. Have you ever performed any work for any other governmental agencies outside the State of Hawaii? If so, when and to whom do you refer?
13. What is the experience of the principal individuals of your organization? Partnership? Joint Venture?

<table>
<thead>
<tr>
<th>Individual’s Name</th>
<th>Position</th>
<th>Years of Work Experience</th>
<th>Magnitude and Type of Work</th>
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</tbody>
</table>

14. In what manner have you inspected this proposed work?

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

15. Explain your plan or layout for performing the proposed work.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

16. The work, if awarded to you, will have the personal supervision of whom?

________________________________________________________________________
17. Do you intend to sublet any other portions of the work (Design or Construction)?

If so, state the name of the subcontractor/subconsultant.

18. From which sub-contractors or agents do you expect to require a bond?
# FINANCIAL STATEMENT

Submitted by ______________________________

Principal Office ______________________________

The signatory of this questionnaire guarantees the truth and accuracy of all statements and of all answers to interrogatories hereinafter made.

## STATEMENTS OF INCOME AND RETAINED EARNINGS
For the Years Ended 2012 and 2013

<table>
<thead>
<tr>
<th></th>
<th>2012</th>
<th>2013</th>
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</thead>
<tbody>
<tr>
<td>Contract revenues</td>
<td>$_________</td>
<td>$_________</td>
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<tr>
<td>Costs of contracts</td>
<td>$_________</td>
<td>$_________</td>
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<tr>
<td></td>
<td>$_________</td>
<td>$_________</td>
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<tr>
<td>Gross income from contracts</td>
<td></td>
<td></td>
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<tr>
<td>General and administrative expenses</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>$_________</td>
<td>$_________</td>
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<tr>
<td>Income from operations</td>
<td>$_________</td>
<td>$_________</td>
</tr>
<tr>
<td>Other income (expense)</td>
<td>$_________</td>
<td>$_________</td>
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<tr>
<td></td>
<td>$_________</td>
<td>$_________</td>
</tr>
<tr>
<td>Income before income taxes</td>
<td>$_________</td>
<td>$_________</td>
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<tr>
<td>Income taxes</td>
<td>$_________</td>
<td>$_________</td>
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<tr>
<td></td>
<td>$_________</td>
<td>$_________</td>
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<tr>
<td>Net income</td>
<td>$_________</td>
<td>$_________</td>
</tr>
<tr>
<td>Retained earnings, beginning of the year</td>
<td>$_________</td>
<td>$_________</td>
</tr>
<tr>
<td>Retained earnings, end of the year</td>
<td>$_________</td>
<td>$_________</td>
</tr>
</tbody>
</table>
If a corporation, answer this:  
Capital paid in cash, $________________________
When Incorporated: __________________________
In what State: ______________________________
Date registered in Hawaii: _____________________
President’s Name: ____________________________
Vice President’s Name: ________________________
Secretary’s Name: ____________________________
Treasurer’s Name: ____________________________

If a partnership, answer this:
Date of organization: __________________________
Date registered in Hawaii: _____________________
State whether partnership is general or limited: ______
Name and address of partners: ______________________

The undersigned hereby declares: that the foregoing is a true statement of the financial condition of the individual, partnership or corporation herein first named, as of the date herein first given; that this statement is for the express purpose of inducing the party to whom it is submitted to award the offeror a contract; and that any depository, vendor or other agency herein named is hereby authorized to supply such party with any information necessary to verify this statement.

______________________________
______________________________
______________________________

NOTE:  A partnership must give firm name and signatures of all partners.  A corporation must give full corporate name, signature of official, and affix corporate seal.
Affidavit for Individual

STATE OF HAWAII   )
) SS.
COUNTY OF _________________)

_____________________________________, being duly sworn, deposes and says
that the foregoing financial statement, taken from his/her books, is a true and accurate statement
of his/her financial condition as of the date thereof and that the answers to the foregoing
interrogatories are true.

Further affiant sayeth not.

_____________________________
Subscribed and sworn to before me this
_____ day of ________________, 2014.

________________________________
My commission expires:___________

Doc. Date:_______________ # Pages:__________
Notary Name:__________________ ______ Circuit
Doc. Description:_____________________________________________________

_______________________________
Notary Signature       Date
NOTARY CERTIFICATION
Affidavit for Partnership

STATE OF HAWAII  
)  
SS.  
COUNTY OF ____________________ 

_______________________________________, being duly sworn, deposes and says that he/she is a member of the firm of _______________________________; and that he/she is familiar with the books of the said firm showing its financial condition: that the foregoing financial statement, taken from the books of the said firm, is a true and accurate statement of the financial condition of the said firm as of the date thereof and that the answers to the foregoing interrogatories are true.

Further affiant sayeth not.

_______________________________________ 

Subscribed and sworn to before me this _____ day of ________________, 2014.

_______________________________________ 

My commission expires: ____________

Doc. Date: ________________  # Pages: ____________
Notary Name: ____________________  ______ Circuit
Doc. Description: ____________________

_______________________________________

Notary Signature  Date

NOTARY CERTIFICATION
Affidavit for Corporation

STATE OF HAWAII )
COUNTY OF _____________________ ( )

_____________________________________, being duly sworn, deposes and says
that he/she is ____________________________ of the ____________________________,
the corporation described in and which executed the foregoing statement; that he/she is familiar
with the books of the said corporation showing its financial condition; that the foregoing
financial statement, taken from the books of the said corporation, is a true and accurate statement
of the financial condition of said corporation as of the date thereof and that the answers to the
foregoing interrogatories are true.

Further affiant sayeth not.

_____________________________________
Subscribed and sworn to before me this
_____ day of ______________, 2014.

My commission expires:_____________

Doc. Date:__________________ # Pages:____________
Notary Name:_______________________ Circuit
Doc. Description:__________________________________________
_______________________________________________________

Notary Signature Date

NOTARY CERTIFICATION