

**WYOMING DEPARTMENT OF TRANSPORTATION
STANDARD HIGHWAY
PREQUALIFICATION QUESTIONNAIRE**

Form PQ-2 (INSTRUCTIONS)

PREQUALIFICATION GENERAL

Submit prequalification applications through the contractors ICX system. All persons, firms, co-partnerships, or corporations proposing to bid on any Wyoming Department of Transportation (WYDOT) construction project must first submit a statement, under oath, on a prequalification questionnaire furnished by the department through the ICX system. Statements shall fully indicate the contractor's financial ability, adequacy of its equipment, organization, past experience, and include any pertinent information necessary to accurately assess the contractor's status. Prequalification information is confidential and may only be released by court order. The department will notify the contractor by e-mail with the contractor's prequalification information.

Instructions for filling out this form:

https://www.dot.state.wy.us/home/business_with_wydot/pre_qualification.html

Applications may take up to two weeks once all required information has been received. A decision regarding the contractor's prequalification, including amount, rating and type of work classification will be made after all information has been reviewed. Application status notifications will be made by the WYDOT Prequalification Officer.

Prequalification may be denied or revoked if the contractor:

- A. Is declared in default while qualified in accordance with the applicable provisions of any contract issued by the department.
- B. Has been determined to have made false, deceptive, or fraudulent statements during the prequalification process.
- C. Has been and is currently under debarment or restricted from bidding by another government agency because of criminal acts or serious breach of contract.
- D. Has been disqualified for substantial reasons by another governmental agency.
- E. Has attempted to or has influenced department policy through gratuities or gifts to department personnel or by employing department personnel.
- F. Has, while qualified, demonstrated an inability to meet department requirements for specifications and contracts.

Form FR-2200 (Equal Employment Opportunity Affidavit)

This document is a required portion of the prequalification questionnaire. Form FR -2200 (EEO Affidavit) will run concurrently with the length of prequalification, and will only have to be resubmitted upon expiration of the firm's prequalification or if the firm's EEO officer or DBE Liaison officer is changed.

Please note that the duties of the EEO officer must be duties other than normal paper work, and should include duties such as disseminating EEO policy to the firm's employees. A DBE liaison officer is also required for all prequalified firms, and the duties should include soliciting quotes from certified DBE firms for work to be subcontracted by the firm. Two names are required on page 2 of the FR-2200.

Declaration Form

Ensure this form has all the required signatures and a notary stamp.

COMPANY INFORMATION

In-State Residency

If you reside in Wyoming and wish to be considered a resident contractor, your residency eligibility must be certified by the Department of Employment, Division of Labor Standards. Questions regarding residency should be directed to the Division of Labor Standards, 5221 Yellowstone Rd., Cheyenne, WY 82001, or phone (307)777-7261.

Office Information

Provide the address for the prequalifying company's main office. **If an out of state company is qualified as a resident contractor, then the office information and prequalification, show the company's address in Wyoming.** This information is used for electronic bidding and for WYDOT to send out:

- Plans,
- Proposals,
- Plan Holders List,
- Contracts,
- Award Letters,
- Addenda,
- Notice to Proceed,
- Billings, and
- Prequalification Approval

Name of Company

The name of the firm as it appears on the Certification of Good Standing from the Secretary of State's office will be used as your company name when prequalifying.

FINANCIAL INFORMATION

General

The contractor must show that it possesses net current assets of working capital to render it probable that the contractor can satisfactorily execute its contracts and meet all obligations therein incurred. The contractor shall authorize the department to obtain all information pertinent to the contractor's financial standing from financial institutions, surety companies, equipment dealers or suppliers, or any other persons having financial dealings with the contractor. The contractor shall authorize the aforementioned businesses or individuals to furnish the information requested.

Financial information must be included in your prequalification packet. The financial statement is good for 15 months from the date of the contractor's fiscal year end. Only financial statements that have been reviewed/compiled or audited will be accepted. A contractor with a negative net worth cannot be prequalified.

Unaudited Financial Statement, to include a review or compilation:

The net worth of an unaudited financial statement up to the maximum of \$1,000,000 is used to determine the prequalification amount. Net worth in excess of \$1,000,000 will not be considered in determining the prequalification amount. The statement must include the signature of a public accountant who is not a member of or an employee of the contractor's organization, nor a relative of the owner(s).

Audited Financial Statement

The net worth of an audited financial statement, regardless of amount, will be used to determine the prequalification amount. The auditor's opinion must bear the signature of the certified public accountant actually performing the financial audit and the certified public accountants registration number.

PREQUALIFICATION RATING PROCESS

Project Contractor Evaluations

Prime contractors will be evaluated annually for each of their active projects using WYDOT form PQ-1, Contractor's Project Performance Report. The contractor will be evaluated in 7 performance criteria areas and given a final numerical performance rating for each project. This rating will be categorized into an ability factor between 0 and 16, per the following table. All project ability factors will be combined and an average calculated for the calendar year. Interim and final reports will all be included in the annual average ability factor.

A contractor with two or more Ability Factors of 6 or less within a one year period will be given an ability rating of 6 or less for the year.

Project Ability Factor Table	
FINAL PERFORMANCE RATING	ABILITY FACTOR
0 – 19	0
20 – 36	1
37 – 51	2
52 – 65	6
66 – 78	12
79 – 90	14
91 – 100	16

Prequalification will be based on the following:

Prequalification Ability Factor Rating	
First time prequalifier	9
Worked as a prime contractor on WYDOT projects	PQ-1 avg. rating past three years
Worked only as a subcontractor in the past three years	9
Has worked in the past but not within the last three years as a prime contractor	9
Worked within the last three years but not in the past two years	PQ-1 from three years ago

The prequalification ability factor will be a weighted average of the past three years. The current year PQ-1 average will be multiplied by 3, the second year PQ-1 average will be multiplied by 2 and the third year PQ-1 average will be multiplied by 1. The total of all three years will be divided by six to determine the overall rating. If a contractor has not received a PQ-1 for any of the three years, an ability factor of 9 will be used.

Prequalification Amount Determination

A contractor's net worth based on an audited or reviewed financial statement will be multiplied by the ability factor that they received on their prequalification form to calculate the prequalification amount. If a contractor receives a final prequalification performance rating of 6 or less, the department has the right to limit the prequalification amount the contractor can be qualified for.

PREQUALIFICATION DISPUTE RESOLUTION

If the contractor is dissatisfied with the prequalified amount and work classification that was assigned:

The contractor shall send written notice to the WYDOT Prequalification Officer appealing the prequalification determination within 30 days.

WYDOT shall hold an informal hearing to review the applicant's appeal. The Prequalification Committee (composed of the five District Engineers, the State Construction Engineer, and the Prequalification Officer) shall hear the appeal within 30 days of receiving the appeal.

The applicant shall be notified of the Prequalification Committee's findings within 10 days after the informal hearing. If not satisfied with the Prequalification Committee's findings, the applicant has 30 days to formally request that WYDOT Executive Staff review the Prequalification Committee's findings.

The applicant, if dissatisfied with the findings of the Executive Staff, has 30 days to formally request that the Transportation Commission of Wyoming review the Executive Staff's findings. The Commission's findings of fact shall be deemed final, binding, and conclusive – without further recourse.

If you are in need of further assistance, please contact:

Wyoming Department of Transportation
Prequalification Office
5300 Bishop Boulevard
Cheyenne, WY 82009-3340
(307)777-4053

REQUIRED PREQUALIFIED QUESTIONNAIRE DOCUMENTS WHICH ARE TO BE DOWNLOADED UNDER PREQUALIFICATION DOCUMENTATION

Prequalification Form (PQ-2)

After the document is filled out, it must be uploaded. The supplied form in iCX will be the only form accepted.

WORKERS COMPENSATION

In state contractors: Provide a copy of your Worker's Compensation account from Wyoming. Prequalification will not be approved unless your firm has proof of current coverage.

Out of state contractors: If your company is from out of state, and has never worked in Wyoming, a copy of your CERTIFICATE OF LIABILITY INSURANCE may take place of the Wyoming Worker's Compensation.

Do not have a copy sent to WYDOT. WYDOT **will not** accept them. These reports must be part of your prequalification packet.

ALL CONTRACTORS

1. Certification of Fact of Good Standing from the Secretary of State's office in which you are registered in.
2. Current Financial Statement from your accounting firm. NOTE: Your financial statement cannot be older than 15 months from the date of the Contractor's financial statement.

When sending in a financial statement, send only the Auditor's Report and the Assets & Liabilities pages. WYDOT does not need the entire report. If you are sending a financial report for a subsidiary company, WYDOT will need to have the supplemental financial report for the submitting company and not the parent company.

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Form PQ-2 (Application)

SAMPLE

PREQUALIFICATION STATEMENT EXPERIENCE – ORGANIZATION

COMPANY NAME (Company name exactly as it is registered with the Secretary of State):

Contractors WYDOT Vendor Number: _____

Employer Identification Number (EIN) (Required): _____

Physical Address: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Fax Number: _____

Company Main E-Mail Address: _____

(Note: All notifications will come to this email address)

Website Address: _____

President: Mr. Mrs. : _____

Vice President: _____

Secretary: _____

Treasurer: _____

Corporation: Co-Partnership: LLC/LLP: An Individual:

If you are a Corporation

Which state are you incorporated in? _____

Date incorporated: _____

If Co-partnership, LLC, LLP, or Individual

Date of organization: _____

State whether partnership is general, limited, or association: _____

What are your company's gross receipts for the last fiscal year? (Required) \$ _____

Has your company every failed to complete any work awarded to you? _____ If so, where and why? _____

Has any officer or partner of your organization ever been an officer or partner of some other organization that failed to complete a construction contract? If so, state name of individual, other organization, and reason for not completing contract. (Attach a letter if needed): _____

Have any officers or partners of your organization ever failed to complete a construction contract handled in their own name?

If so, state name of individual, name of owner, and reason for not completing contract: _____

Name of individuals, companies, or corporations owning 10% or more of contractor's firm: _____

Owners, officers, partners, or individuals holding office or having financial interest in another firm doing business with WYDOT: _____

List the name of all companies that the owners, officers, partners or individuals holding office or having financial interest:

List all parent companies and subsidiaries: _____

CLASSIFICATION REQUESTS

WORK CLASSIFICATIONS: The equipment must be owned by the firm, member of the firm, or firm that has the interest in the prequalified firm. Rental/leased equipment will be considered if a letter from the rental/leasing agency explaining precisely what equipment the contractor is allowed to rent/lease and what equipment has been rented in the past from them.

GRADING/REMOVAL/CLEARING & GRUBBING

(On highway trucks, belly/bottom & side dumps; off highway trucks will be considered for the category)

MISCELLANEOUS GRADING (15,000 CY± or Less)

NAICS CODE

238910

Up to 3 over the road haul trucks greater than 8 cubic yards capable of hauling construction material, motor grader or dozer, compaction rollers & water trucks.

MINOR GRADING (80,000 CY± or less)

238910

1 - 3 scrapers of 16+ CY capacity or 4 - 8 over the road haul trucks greater than 8 cubic yards capable of hauling construction material, loaders, compaction rollers, motor graders, dozers, water trucks, etc.

GRADING (WYDOT and/or AML), (80,000 CY or more)

238910

4 or more scrapers of 16+ CY capacity or 9 or more over the road haul trucks greater than 8 cubic yards capable of hauling construction material, loaders, compaction rollers, motor graders, dozers, water trucks, etc.

DRAINAGE/UNDERGROUND UTILITIES

NAICS CODE

RCP (REINFORCED CONCRETE PIPE)

238120

CMP (CORRUGATED METAL PIPE)

237310

HDPE (PLASTIC PIPE)

237310

WATER LINES

237110

SEWER LINES

237110

STORM SEWER

237110

All pipe: Excavators or backhoes, loaders, and compaction equipment (compaction rollers, jumping jacks, plate tampers, etc.) & a trench box.

TRUCK HAUL/GRAVEL SURFACING

(Only on highway trucks will be considered for this category)

NAICS CODE

TRUCK HAUL

484200

At least 4 over the road haul trucks greater than 8 yards capable of hauling construction material plus support equipment.

GRAVEL SURFACING

484200

At least 1 roller, a motor grader and at least 4 over the road haul trucks greater than 8 yards capable of hauling construction material plus support equipment.

ASPHALT SURFACING

	NAICS CODE
<p>CHIP SEAL Self-propelled aggregate spreader, power-operated rotary brooms, asphalt distributor truck, 4 or more over the road haul trucks greater than 8 cubic yards capable of hauling construction material. <u>A minimum of 3 pneumatic rubber tire compaction rollers are required.</u></p>	237310
<p>MICROSURFACING/SLURRY SEALS A self-propelled, continuous load paver and 4 or more over the road haul trucks greater than 8 cubic yards capable of hauling construction material.</p>	237310
<p>CRACK SEALING (PLANT MIX PAVEMENT) Routers, compressors, melting machine, heat lances and support equipment.</p>	237310
<p>CRACK SEALING (CONCRETE PAVEMENT JOINTS AND CRACKS) Power-operated pressure system for silicone joint sealing, elastomeric compression and air compressor</p>	237310
<p>SEAL COAT Asphalt distributor truck.</p>	237310
<p>FULL-DEPTH-RECLAMATION (FDR) Soil Stabilizer/Road Recycler machine, water truck, compaction rollers & motor grader</p>	237310
<p>COLD-IN-PLACE RECYCLING (CIR) Milling machine, trailer mounted screening and crushing plant, trailer mounted pug mill, asphalt paver, compaction rollers & a distributor.</p>	237310
<p>HOT-IN-PLACE RECYCLING (HIR) Preheaters, heater/millers, asphalt paving machine, compaction rollers, water trucks and distributors.</p>	237310
<p>MINOR ASPHALT SURFACING (5,000 TON OR LESS) Either a hot plant capable of producing less than 100 tons/hour or a laydown machine, plus compaction rollers, distributor, over the road haul trucks greater than 8 cubic yards capable of hauling construction material, etc. plus support equipment. All jobs must be less than 5,000 tons, except if documentation is provided to demonstrate that several larger projects have been successfully completed and adequate equipment is available.</p>	237310
<p>MAJOR ASPHALT SURFACING (GREATER THAN 5,000 TON) A hot plant capable of producing 100 tons/hour or more, laydown machines, distributor, compaction rollers, and 4 or more over the road haul trucks greater than 8 cubic yards capable of hauling construction material.</p>	237310

List at least 5 **asphalt** paving projects your company has completed over the last 3 years:

Project Name	Quantity of Asphalt Placed (Tons)	Date

CONCRETE SURFACING

MINOR CONCRETE PAVING

A bridge deck machine or a concrete screed or your company has concrete paving equipment without a concrete plant.

NAICS CODE

237310

MAJOR CONCRETE PAVING

A concrete plant and a roadway type concrete laydown machine plus support equipment. List at least 5 concrete paving projects your company has completed over the last 3 years.

237310

List at least 5 **concrete** paving projects your company has completed over the last 3 years:

Project Name	Total yd ² Poured	Date

MILLING/GRINDING

ROADWAY MILLING

Cold planer

NAICS CODE

237310

RUMBLE STRIPS (PLANT MIX PAVEMENT)

A mill with steel milling head, power broom or vacuum.

237310

RUMBLE STRIPS (CONCRETE PAVEMENT)

A grinder with carbide-tipped grinding drum, power broom or vacuum.

237310

PROFILE ANALYSIS AND CORRECTION

Milling machine, plus support equipment.

237310

SURFACE GRINDING AND TEXTURING (PLANT MIX PAVEMENT)

Milling machine with a drum with a triple-scroll micro-mill, plus support equipment.

237310

SURFACE GRINDING AND TEXTURING (CONCRETE PAVEMENT)

237310

Provide grinding equipment with diamond blades mounted on a minimum 3-foot wide head mounted on a self-propelled machine designed for grinding and texturing concrete pavement and an approved and calibrated 25-foot computerized California-type profilograph with a truss-type frame or an approved class 1 inertial profiler plus support equipment.

CRUSHING

NAICS CODE

MINOR CRUSHING

333120

A small capacity crushing plant that crushes and screens less than 100 tons of material per hour and a screening plant and support equipment.

MAJOR CRUSHING

333120

A crushing plant that will crush and screen more than 100 tons of material per hour and a screening plant and support equipment.

STRUCTURES

NAICS CODE

BOX CULVERTS

237310

Loaders, excavators, backhoes, compaction rollers, motor graders, water trucks, etc.

BRIDGE WORK (LEVEL 1)

237310

Minor classification for bridge work. This classification will be used for but not limited to the following: Approach slabs, bridge railing and expansion joint repair, columns, piers, etc. Minimum Requirements: Forms, vibrators, air compressors, small jack hammers, etc.

EXPANDED BRIDGE WORK (DECK REHAB)

237310

This classification will be used for but not limited to the following: Deck repair in additions to (Level 1) repair items. Minimum Requirements: Bridge deck machine, forms, vibrators, air compressors, small jack hammers, etc.

MAJOR BRIDGE WORK (Includes all of the above)

237310

This classification will be used for but not limited to the following: Prefab, precast, or cast-in-place structures greater than 60 feet long. Minimum Requirements: Pile hammer, crane (a minimum of 18 ton capacity), baskets, forms, and a bridge deck machine plus the capabilities of doing concrete.

STRIPING

PAINT (WATER BOURNE)

NAICS CODE

237310

EPOXY BASE PAINTING

237310

(For all Striping Paint) Minimum Requirements: Mobile truck with mounted and self-contained pavement marking machines specifically designed to apply resin materials and reflective glass spheres in continuous and skip line patterns. Maneuverable to the extent that straight lines can be followed and normal curves can be made in a true arc. Provide the truck mounted unit with the accessories to allow for the marking of legends, symbols, crosswalks, and other special patterns.

THERMOPLASTIC APPLICATION

237310

Grinding equipment designed for grooving/grinding asphalt and/or concrete pavement that are equipped with a dust collection system meeting the current Department of Environmental Quality (DEQ) requirements.

GUARDRAIL

NAICS CODE

ALL TYPES EXCEPT CABLE

237310

Loader, hand/truck mounted auger.

CABLE

237310

Cable Tensioning Meters: A Dillon part number 36310-8010 digital tension meter (specifically designed for tensioning high tension cable guardrail) or an approved equal.

FENCING

NAICS CODE

BARBED WIRE

238990

WOVEN WIRE FENCE

238990

INDUSTRIAL FENCING

238990

SNOW FENCE

238990

SIGNING

NAICS CODE

ROADWAY SIGNING

238990

(All Guardrail/Fencing/Signing): A truck, loader, hand augers or auger truck)

SEEDING

	NAICS CODE
HAND SEEDING	561730
HYDRAULIC SEEDING/MULCHING Hydraulic equipment with built-in agitators and pump that will allow for continuous, non-fluctuating slurry stream.	561730
SEEDING/RECLAMATION A tractor, seed drill (Equipped with a positive means for calibration to endure seed distribution at the specified rate), mulcher, disk, blunt-notched disks or scalloped compaction rollers, fertilizer spreader.	561730

LANDSCAPING/IRRIGATION

	NAICS CODE
SOD	561730
IRRIGATION	561730
TREES/BUSHES Truck, loader, drills, tractors, (tree spade not required but will be considered).	561730

ELECTRICAL WORK (HIGHWAY)

	NAICS CODE
DRILLED SHAFTS (UP TO 24")	237310
TRAFFIC SIGNALS	237310
OVERHEAD SIGNS	237310
LUMINARIES	237310
ITS CABLE: (ELECTRIC, TELECOM, FIBER OPTIC, COMMUNICATION) Bucket trucks, trenchers, compaction equipment (jumping jacks, plate tampers, etc.), trench box plus support equipment.	237310

The company must have at least one member of the firm who is a licensed master electrician.

Name of licensed hold (Master Electrician)	License Number

MISCELLANEOUS CONCRETE WORK

	NAICS CODE
SIDEWALK	237310
CURB & GUTTER	237310
WINGWALLS	237310
SLOPE PAVING	237310
MISCELLANEOUS CONCRETE WORK Forms or slip form machine plus support equipment	237310
DRILLED SHAFTS	
	NAICS CODE
DRILLED SHAFTS (PERMANENT SIGNS) Minimum requirements: Must have a drill truck, capable of drilling a shaft 24 inches in diameter.	237310
TRAFFIC CONTROL	
Minimum requirement: Traffic control items must be owned by the contractor	
	NAICS CODE
DRILLED SHAFTS (TRAFFIC SIGNALS/LIGHTING/SIGN) Minimum requirements: Must have a drill truck, capable of drilling a shaft 24 inches in diameter.	237310
TRAFFIC CONES	237310
WANDS/CANDLES	237310
BARRICADES	237310
PILOT CAR	237310
SIGNAGE	237310
TEMPORARY SIGNALS	237310
CHEVRONS	237310
PORTABLE MESSAGE BOARDS	237310

MISCELLANEOUS WORK

ROCKFALL MITIGATION/SLOPE STABILIZATION

Rock drill, compressor, crane plus support equipment.

NAICS CODE

237990

SHORING

A pile hammer (H-Pile)/vibratory hammer (Sheet Piling), crane (a minimum of 18 tons capacity), Rock Drills (For ground anchors) plus support equipment.

237990

HORIZONTAL DIRECTIONAL BORING

Bore machine plus support equipment.

238910

GENERAL

ALL WORK EXCLUDING ELECTRICAL

Must qualify for: Major Grading, Major Asphalt Surfacing, Chip Seals, Major Concrete Paving and Major Bridge Work

NAICS CODE

237310

OTHER - Indicate other types of work not mentioned in the above selections (if necessary): _____

EQUIPMENT WORKSHEET

The equipment must be owned by the firm, member of the firm, or firm that has an interest in the prequalified firm. Rental/leased equipment will be considered if a letter from the rental/leasing agency explaining precisely what equipment the contractor is allowed to rent/lease and what equipment has been rented in the past from them.

This form must be filled out. We will not accept a list of equipment.

Indicate how many and condition of each type of equipment your company has

Quantity		Condition Good, Fair	Quantity		Condition Good, Fair
Grading/Drainage, Underground Utilities, Truck Haul & Gravel Surfacing					
	Haul Trucks not less than 8 cubic yards capable of hauling construction material (Dump Trucks, Bottom Dumps, Side Dumps, Pups, etc.)			Off Highway Trucks not less than 8 cubic yards capable of hauling construction material (Dump Trucks, Bottom Dumps, Side Dumps, Pups, etc.)	
	Dozers			Scrapers (16 CY or Greater)	
	Water Trucks (Wagons)			Motor graders, (Blades)	
	Compaction rollers (Sheep Foot)			Compaction rollers (Pad Foot)	
	Compaction rollers (Smooth Drum)			Compaction rollers (Pneumatic)	
	Compaction rollers (Walk Behind)			Tampers, Jumping Jacks, Plate Compactors, etc.	
	Backhoes			Excavators	
	Loaders			Trench Box	
	Horizontal Boring Equipment				
Crushing					
	Jaw Crushers (less than 100 tons/Hour)			Jaw Crusher (Greater than 100 tons/Hour)	
	Cone Crusher (less than 100 tons/Hour)			Cone Crusher (Greater than 100 tons/Hour)	
	Screening/Wash Plant			Conveyors	
Plant Mix Paving/Microsurfacing/Chip Seals/Crack Sealing					
	Distributor Truck			Conventional Paver	
	Asphalt Plant (Less than 100 ton/hour)			Asphalt Plant (Greater than 100 ton/hour)	
	Mechanical Broom (Self-propelled or pull type)			Self-Propelled Chip Spreader	
	Compaction rollers (Pneumatic) (3)			Microsurfacing/Slurry Seal (Self-propelled, continuous load paver)	
	Tar Pots			Heat Lances	
	Routers (for crack sealing)			Compressors	
	Silicone Sealant Machine			Concrete Saws	

Quantity		Condition Good, Fair	Quantity		Condition Good, Fair
Full-Depth Reclamation					
	Soil Stabilizer/Road Recycler			Full Depth Reclaimer (FDR)	
Hot-In-Place Recycling (HIR)					
	Preheating Units			Milling Heater Units	
	Tunnel Heater Units			Milling Heater w/Oiler Unit	
	Asphalt Elevator			Conventional Asphalt Paver	
Cold-In-Place Recycling (CIR) (Single Unit Train)					
	Cold Planer (Milling Machine) (With a down cut and forward speed unit)			Recycling Unit (Crushing, Screening & Pug Mill)	
	Recycling Agent Unit			Wind Row Elevator	
	Asphalt Paver				
Milling/Texturing/Grinding					
	Mill (Rumble Strips) (Asphalt Pavement) (with steel milling head)			An approved and calibrated 25-foot computerized California-type profilograph with a truss-type frame or an approved class 1 inertial profiler plus support equipment	
	Asphalt Milling Machine			Grinder (PCCP)(Surface Texturing)(with carbide-tipped grinding drum)	
Concrete/Structures					
	Concrete Laydown Machine (Large Interstate type)			Concrete Laydown Machine (12' wide or less)	
	Portable Concrete Batch Plant (Self Mixing)(Greater than 10 CY)			Concrete Batch Plant	
	Curb & Gutter/Sidewalk slip form machines			Concrete Forms (Sidewalks, Curb & Gutter, Bridge, etc.)	
	Bridge Deck Machine			Concrete Screed	
	Cranes (Greater than 18 ton lifting capacity)			Cranes (Less than 18 ton lifting capacity)	
	Pile Hammer/leads			Concrete Pumps	
	Concrete Vibrators			Jack Hammers (Greater than 30 lbs.)	
	Chipping Hammers (30 lbs.)			Sandblasting Equipment	
Rumble Strips					
	A mill with a steal milling head			A grinder with a carbide-tipped	
	Power Broom			Vacuum Truck	

Quantity		Condition Good, Fair	Quantity		Condition Good, Fair
Surface Grinding and Texturing					
	(Plant Mix Pavement) Milling machine equipped with a triple-scroll micro-mill			(Concrete Pavement) Provide grinding equipment with diamond blades mounted on a minimum 3-foot wide head, mounted on a self-propelled machine and an approved and calibrated 25-foot computerized California-type profilograph with a truss-type frame or an approved class 1 inertial profiler.	
Striping					
	Truck Mounted Striper			Attenuator Truck	
Thermoplastic					
	Small Grinders			Air Compressors	
Signage/Fencing/Guardrail					
	Cable Tensioning Meters: Dillon part number (36310-8010) or equivalent			Augers/Drills or Punch machines (Truck or tractor mounted)	
	Drills (Augers) (Drilled shafts up to 24" dia.)			Drill (Caissons over 24" dia.)	
Electrical Work (Highway Only)					
	Bucket Truck			Trenchers	
	Boring Equipment			Compactors (Jumping Jacks, Plate Compactors, etc.)	
	Truck Mounted Drill (Up to 24")			Crane	
	Trench Box				
Seeding/Landscaping					
	Trencher			Drill (Seed)	
	Farm Tractors			Straw Crimper	
	Disks			Hydroseeder	
	Mulcher			Auger machines (Truck or tractor mounted) (For fencing, signing, etc.)	
Slope Stabilization					
	Rock Drills			Crane	
	Compressors				
Traffic Control					
	Traffic Cones			Signage	
	Wands			Temporary Signals	
	Barricades			Chevrons	
	Pilot Car			Portable Message Board	

List all other equipment not listed above that you want WYDOT to consider when prequalifying your company.

Upon request the contractor will provide proof of equipment for anything marked on the list listed above.

SAMPLE

EQUAL EMPLOYMENT OPPORTUNITY AFFIDAVIT

CONTRACTOR: _____

PROJECT: Contractor Prequalification

DATE: _____

DOES HEREBY CERTIFY, THAT OUR COMPANY DOES AND WILL ADHERE TO THE EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS NOT TO DISCRIMINATE AND TO TAKE AFFIRMATIVE ACTION TO ASSURE EQUAL EMPLOYMENT OPPORTUNITY AS REQUIRED BY EXECUTIVE ORDERS 11246 AND 11375 AS SET FORTH IN REQUIRED CONTRACT PROVISIONS 23CFR §230, FHWA-1273, (FORM PR-1273) AND THE SPECIAL PROVISION SS-100E, (SPECIFIC EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS AND TRAINING PROVISIONS), AND THAT OUR COMPANY WILL WORK WITH THE WYOMING DEPARTMENT OF TRANSPORTATION IN CARRYING OUT EQUAL EMPLOYMENT OPPORTUNITY OBLIGATIONS AND IN THE WYOMING DEPARTMENT OF TRANSPORTATION'S REVIEW OF OUR ACTIVITIES UNDER THE CONTRACT AND THAT OUR COMPANY AND ALL SUBCONTRACTORS HOLDING SUBCONTRACTS, NOT INCLUDING MATERIAL SUPPLIERS, WILL COMPLY WITH THE SPECIFIC REQUIREMENT ACTIVITIES OF EQUAL EMPLOYMENT OPPORTUNITY SET FORTH IN THE SPECIAL PROVISIONS.

OUR COMPANY WILL FURTHER DISSEMINATE THE EQUAL EMPLOYMENT OPPORTUNITY POLICY OF THE COMPANY AT LEAST EVERY SIX MONTHS TO ALL MEMBERS OF OUR STAFF WHO ARE AUTHORIZED TO HIRE, SUPERVISE, PROMOTE, AND DISCHARGE EMPLOYEES OR WHO RECOMMEND SUCH ACTION OR WHO ARE SUBSTANTIALLY INVOLVED IN SUCH ACTION. WHEN SEEKING EMPLOYEES, OUR COMPANY WILL MAKE KNOWN TO OUR PRESENT EMPLOYEES, POTENTIAL SOURCES OF EMPLOYEES, SUCH AS SCHOOLS, EMPLOYMENT AGENCIES, LABOR UNIONS (WHERE APPROPRIATE), COLLEGE PLACEMENT OFFICERS, THE COMPANY'S EEO POLICY THROUGH THE USE OF APPROPRIATE POSTERS AND NOTICES IN AREAS READILY ACCESSIBLE TO EMPLOYEES, APPLICANTS FOR EMPLOYMENT, AND POTENTIAL EMPLOYEES.

WHEN ADVERTISING FOR EMPLOYEES, OUR COMPANY WILL INCLUDE IN ALL ADVERTISEMENTS FOR EMPLOYEES, THE NOTATION "AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER." ADVERTISING WILL BE DONE IN NEWSPAPERS OR OTHER PUBLICATIONS HAVING A SUBSTANTIAL OR LARGE CIRCULATION.

OUR COMPANY FURTHER ASSURES THAT WAGES, WORKING CONDITIONS, AND EMPLOYEE BENEFITS SHALL BE ESTABLISHED AND ADMINISTERED, AND PERSONNEL ACTIONS OF EVERY TYPE, INCLUDING HIRING, UPGRADING, PROMOTION, TRANSFER, DEMOTION, LAYOFF, AND TERMINATION, SHALL BE TAKEN WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, OR NATIONAL ORIGIN. WE WILL MAKE INSPECTIONS AT LEAST EVERY MONTH DURING CONSTRUCTION TO INSURE THAT WORKING CONDITIONS AND EMPLOYEE FACILITIES DO NOT INDICATE DISCRIMINATORY TREATMENT OF PROJECT SITE PERSONNEL. WE WILL REVIEW PERSONNEL ACTIONS TO GUARD AGAINST DISCRIMINATORY ACTIONS AND WILL TAKE CORRECTIVE ACTION WHERE REQUIRED.

ALL COMPLAINTS OF DISCRIMINATION WILL BE INVESTIGATED IMMEDIATELY AND CORRECTIVE ACTION TAKEN WHERE NECESSARY.

WE WILL MAKE USE OF TRAINING PROGRAMS, PRE-APPRENTICESHIP, APPRENTICESHIP, AND/OR ON-THE-JOB TRAINING PROGRAMS FOR THE GEOGRAPHICAL AREA OF CONTRACT PERFORMANCE, CONSISTENT WITH THE NEEDS AND ORGANIZATION OF OUR COMPANY AND AS PERMISSIBLE UNDER FEDERAL AND STATE REGULATIONS. WE WILL ADVISE EMPLOYEES AND APPLICANTS FOR EMPLOYMENT OF AVAILABLE TRAINING PROGRAMS. WE WILL ENCOURAGE ELIGIBLE EMPLOYEES TO APPLY FOR SUCH TRAINING AND PROMOTION.

WE WILL USE OUR BEST EFFORTS TO PROMOTE THE INCORPORATION OF EQUAL EMPLOYMENT OPPORTUNITY CLAUSES INTO ALL UNION AGREEMENTS.

WE WILL REQUIRE ALL SUBCONTRACTORS TO COMPLY WITH THE EQUAL EMPLOYMENT REQUIREMENTS OF THIS CONTRACT.

- (1) WE WILL DISSEMINATE SUBCONTRACT INFORMATION TO DBE FIRMS KNOWN TO PERFORM THE TYPE OF WORK TO BE SUBCONTRACTED.
- (2) WE WILL FURNISH THE WYOMING DEPARTMENT OF TRANSPORTATION WITH THE NAMES AND ADDRESSES OF ALL DBE FIRMS THAT WILL BE PARTICIPATING IN THE PROPOSED CONTRACT.
- (3) WE WILL PROVIDE THE WYOMING DEPARTMENT OF TRANSPORTATION WITH A DESCRIPTION OF THE TYPE OF WORK AND AMOUNT OF WORK BY DOLLAR VOLUME THAT EACH DBE FIRM WILL BE PERFORMING.
- (4) WE WILL PROVIDE A LIST OF DBE FIRMS CONTACTED IN THE PROCESS OF SOLICITING QUOTATIONS FOR WORK TO BE SUBCONTRACTED, THE TYPE OF WORK TO BE SUBCONTRACTED, AND THE INDIVIDUAL RESPONSE RECEIVED FROM THE DBE FIRMS CONTACTED.

WE WILL MAINTAIN AND PROVIDE ALL REQUIRED RECORDS. THE PROGRESS AND EFFORTS BEING MADE IN SECURING THE SERVICES OF DISADVANTAGED BUSINESS ENTERPRISE SUB CONTRACTORS WITH MEANINGFUL DISADVANTAGED GROUP REPRESENTATION AMONG THEIR EMPLOYEES. ALL SUCH RECORDS WILL BE KEPT FOR A PERIOD OF THREE YEARS FOLLOWING COMPLETION OF THE CONTRACT WORK AND WILL BE AVAILABLE AT REASONABLE TIMES AND PLACES FOR INSPECTION BY AUTHORIZED REPRESENTATIVES.

OUR COMPANY WILL SUBMIT TO THE WYOMING DEPARTMENT OF TRANSPORTATION FORM PR -1391, AN ANNUAL REPORT EACH JULY, WHEN THERE ARE EMPLOYEES WORKING ON THIS PROJECT DURING JULY.

THE COMPANY ALSO CERTIFIES THAT THE FOLLOWING STATEMENT IS ACCEPTED AS OPERATING POLICY DESIGNED TO FURTHER THE PROVISION OF EQUAL EMPLOYMENT OPPORTUNITY TO ALL PERSONS WITHOUT REGARD TO THEIR RACE, COLOR, RELIGION, SEX, OR NATIONAL ORIGIN, AND TO PROMOTE THE FULL REALIZATION OF EQUAL EMPLOYMENT OPPORTUNITY THROUGH A POSITIVE CONTINUING PROGRAM:

"IT IS THE POLICY OF THIS COMPANY TO ASSURE THAT APPLICANTS ARE EMPLOYED, AND THAT EMPLOYEES ARE TREATED DURING EMPLOYMENT, WITHOUT REGARD TO THEIR RACE, COLOR, RELIGION, SEX, OR NATIONAL ORIGIN. SUCH ACTION SHALL INCLUDE: EMPLOYMENT, UPGRADING, DEMOTION, OR TRANSFER: RECRUITMENT OR RECRUITMENT ADVERTISING: LAYOFF OR TERMINATION: RATES OF PAY OR OTHER FORMS OF COMPENSATION: AND SELECTION FOR TRAINING, INCLUDING APPRENTICESHIP, PRE- APPRENTICESHIP, AND/OR ON-THE-JOB TRAINING."

CONTRACTOR COMPANY NAME (REQUIRED): _____

(Signed By)

(Title)

(Date)

COMPANY EQUAL EMPLOYMENT OFFICER (REQUIRED) _____

(Name of EEO Officer)

(Business Address)

(24 Hour Telephone Number)

DECLARATION

The undersigned hereby declares:

Information furnished regarding the experience, organization, equipment, and administration of the Contractor is declared to be true as of the date given. The Contractor further declares that the Contractor is not in default on any current contract with any contracting agency and is not in a debarment proceeding or debarred by any governmental agency. The Contractor if debarred during the duration of this prequalification period will notify the Wyoming Department of Transportation of that debarment action not later than ten days following notification of said debarment and that the financial statement provided a true statement of the financial condition of the individual, co-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 submitter 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.

(Contractor Must Sign Here)

(Title of Person Signing)

(Date)

AFFIDAVIT FOR INDIVIDUAL/CO-PARTNERSHIP/LLC OR CORPORATION

STATE OF _____ SS:

COUNTY OF _____ SS:

(NAME OF PERSON SIGNING) _____ being duly sworn deposes and says that the foregoing financial information, taken from his or her books, is true and accurate statement of his or her financial condition as of the date thereof.

(Individual/Member of Firm or Corporate Officer Signature)

Sworn to before me this _____, 20____
(Month Day) (Year)

Notary Public Signature & Seal	My Commission Expires