

REQUEST FOR QUALIFICATIONS (RFQ) #1000
Organizational Development Support

11.2 FORM #2 – BIDDER'S QUESTIONNAIRE

BIDDER'S QUESTIONNAIRE

1. List any licenses or certifications held by the agency, with expiration dates.

2. (a) Who administers your agency's fiscal system?

Name: _____

Phone: _____

Title: _____

Work Schedule: _____

(b) What CPA firm maintains or reviews the agency's financial records and annual audit, if applicable?

Name: _____

Phone: _____ Address: _____

3. Number of years bidder operated under the present business name. _____ List related prior business names, if any, and timeframe for each.

4. Number of years bidder has provided the services described in this proposal or related services. _____

5. Has bidder failed or refused to complete any contract? Yes No

If yes, briefly explain.

CONTRA COSTA COUNTY
EMPLOYMENT AND HUMAN SERVICES DEPARTMENT
ADMINISTRATIVE SUPPORT SERVICES BUREAU

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6. Is there any past, present, or pending litigation in connection with contracts for services involving the bidder or any principal office of the agency? Yes No

If yes, briefly explain.

7. Does bidder have a controlling interest in any other firm(s)? Yes No

If yes, please list below.

8. Does bidder have commitments or potential commitments that may impact assets, lines of credit or otherwise affect agency's ability to fulfill this RFQ? Yes No

If yes, specify below.

Bidder attests, under penalty of perjury, that all information provided herein is complete and accurate. Bidder agrees to provide to County other information the County may request as necessary for an accurate determination of bidder's Qualifications to perform proposed services.

Name and Title
(Executive Director)

Date

Name and Title
(Board President)

Date