

INSTRUCTIONS – FORM C

1. Form C shall be utilized to complete the Offeror Team Summary as required in Section 2.4 of this RFP.
2. Fill in all necessary information in order to complete Form C.
3. Form C is available at: <http://www.sdcre.com> and shall be used to complete Form C. Do not include the instruction page in the submittal.
4. A separate Form C should be completed for each major team member and financially responsible partner. This should include, as applicable, the:
 - a. Offeror(s)
 - b. Joint Venture Partners
 - c. Financial Partners
 - d. Development Partner & Consultant Lead for Day-to-Day Oversight



FORM C – INFORMATION REGARDING OFFEROR, MAJOR TEAM MEMBERS AND FINANCIALLY RESPONSIBLE PARTIES

Name of Offeror: _____

Name of Firm: _____

Role of Firm on Offeror Team:

- ☐ Offeror ☐ Joint Venture Member ☐ Major Non-Equity Member ☐ Financially Responsible Party
- ☐ Primary/Lead Developer's Project Lead ☐ Development Partner & Consultant Lead for Day-to-Day Oversight

Year Established: _____ Individual's Contact: _____

Individual's Title: _____

Firm's CEO/Chairman: _____

Federal Tax ID No. (if applicable): _____ Telephone No.: _____

North American Industry Classification Code: _____ Fax No.: _____

Name of Official Representative (if applicable): _____

Business Organization (check one):

- ☐ Corporation (If yes, then indicate the State/Country/Province and Year of Incorporation and complete Sections A-C and the Certification form (**Form D**) for the entity.)
- ☐ Partnership (If yes, complete Sections A-C and the Certification form (**Form D**) for each member.)
- ☐ Joint Venture (If yes, complete Sections A-C and the Certification form (**Form D**) for each member.)
- ☐ Limited Liability Company (If yes, complete Sections A-C and the Certification form (**Form D**) for each member.)
- ☐ Other (If yes, describe and complete Sections A-C and the Certification form (**Form D**))

A. Business Name: _____

B. Business Address: _____

Headquarters: _____

Office Performing Work: _____

Contact Telephone Number: _____

C. If the entity is a Joint Venture, Partnership or Limited Liability Company, indicate the name and role of each member firm in the space below. Complete a separate Information form (**Form C**) for each member



firm and attach it to the SOQ. Also indicate the name and role of each other financially liable party and attach a separate form.

- D. If the firm is the Lead Contractor, provide California general contractor license number (if available):

CERTIFICATION

1. Has the firm or any affiliate, or any current officer, director or employee of either the firm or any affiliate, been indicted or convicted of bid (i.e., fraud, bribery, collusion, conspiracy, antitrust, etc.) or other contract related crimes or violations or any other felony or serious misdemeanor within the past ten years (measured from the date of issuance of this RFP)?

☐ Yes ☐ No

If yes, please explain:

Date	
Jurisdiction	
Type	
Explanations	

2. Has the firm or any affiliate ever sought protection under any provision of any bankruptcy act within the past ten years (measured from the date of issuance of this RFP)?

☐ Yes ☐ No

If yes, please explain:

Date	
Jurisdiction	
Type	
Explanations	

3. Has the firm or any affiliate ever been disqualified, removed, debarred or suspended from performing work for the federal government, any state or local government, or any foreign governmental entity within the past ten years (measured from the date of issuance of this RFP)?

☐ Yes ☐ No

If yes, please explain:

Date	
Jurisdiction	



Type	
Explanations	

4. Has the firm or any affiliate ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or other material misrepresentation to a public entity within the past ten years (measured from the date of issuance of this RFP)?

☐ Yes ☐ No

If yes, as to each such inquiry, state the name of the public agency, the date of the inquiry, the grounds on which the public agency based the inquiry, and the result of the inquiry.

Date	
Jurisdiction	
Grounds	
Result	

5. Has any construction project performed or managed by the firm or, to the knowledge of the undersigned, any affiliate involved repeated or multiple failures to comply with safety rules, regulations, or requirements within the past ten years (measured from the date of issuance of this RFP)?

☐ Yes ☐ No

If yes, please identify the team members and the projects, provide an explanation of the circumstances, and provide owner contact information including telephone numbers and e-mail addresses.

Date	
Project	
Explanation	
Contact Name	
Contact Phone	
Contact E-mail	

6. Has the firm or any affiliate been found, adjudicated or determined by any federal or state court or agency (including, but not limited to, the Equal Employment Opportunity Commission, the Office of Federal Contract Compliance Programs and any applicable California governmental agency) to have violated any laws or Executive Orders relating to employment discrimination or affirmative action within the past ten years (measured from the date of issuance of this RFP), including but not limited to Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C. Sections 2000 *et seq.*); the Equal Pay Act (29 U.S.C. Section 206(d)); and any applicable or similar California law?



☐ Yes ☐ No

If yes, please explain:

Date	
Jurisdiction	
Type	
Explanations	

7. Has the firm or any affiliate been found, adjudicated, or determined by any state court, state administrative agency, including, but not limited to, the California Department of Industrial Relations (or its equivalent), federal court or federal agency, to have violated or failed to comply with any law or regulation of the United States or any state within the past ten years (measured from the date of issuance of this RFP) governing prevailing wages (including but not limited to payment for health and welfare, pension, vacation, travel time, subsistence, apprenticeship or other training, or other fringe benefits) or overtime compensation?

☐ Yes ☐ No

If yes, please explain:

Date	
Jurisdiction	
Type	
Explanations	

8. With respect to each of Questions 1-7 above, if not previously answered or included in a prior response on this form, is any proceeding, claim, matter, suit, indictment, etc. currently pending against the firm that could result in the firm being found liable, guilty or in violation of the matters referenced in Questions 1-7 above and/or subject to debarment, suspension, removal or disqualification by the federal government, any state or local government, or any foreign governmental entity?

☐ Yes ☐ No

If yes, please explain and provide the information requested as to such similar items set forth in Questions 1-7 above.

Date	
Jurisdiction	
Type	
Explanations	



9. Has the firm or any affiliate,, as well as any of the firm’s officers, principal members, shareholders or investors been involved in litigation relating to a development project or agricultural operations, either voluntary or involuntary, within the last ten (10) years?

☐ Yes ☐ No

If Yes, provide the following information. If more room is necessary use a separate sheet and indicate as such in the description.

Date	
Jurisdiction	
Type	
Explanations	
Current Status	

10. Does the firm or any affiliate, as well as any of the firm’s officers, principal members, shareholders or investors have a known relationship, as it relates to this proposal, with any member of the City, either elected officials or staff?

☐ Yes ☐ No

If Yes, provide the following information. If more room is necessary use a separate sheet and indicate as such in the explanation.

Explanation:

11. Is the firm or any affiliate, as well as any of the firm’s officers, principal members, shareholders or investors a target or subject of any investigation, accusation or charges by any federal, state or local agency or law enforcement, licensing, certification, ethics, or compliance body?

I certify that the foregoing is true and correct, and that I am the firm’s Official Representative:

By: _____

Print Name: _____

Title: _____

Date: _____

