

MDOT USE ONLY	
<input type="checkbox"/> W-9 Received	<input type="checkbox"/> DBE
<input type="checkbox"/> Continuous	_____
<input type="checkbox"/> Late Expired	_____
Date Received	_____
Contractor Code	_____

CONFIDENTIAL

CONSTRUCTION PREQUALIFICATION RENEWAL APPLICATION

(This information is required by P.A. 170 of 1933 to certify eligibility for bidding on projects)

Fill out this form **only** if all of the following criteria are met:

- CPA audited, reviewed or compiled statements included.
 - *If submitting Bank Statement Verification and Accounts Receivable Forms, use [Form 1313](#).*
- No major changes in key personnel.
 - *If key personnel added, please include resumes and [Key Personnel Additions](#).*
- No change in work classifications requested.

If all of the above are **not** met, use [Form 1313](#).

As of Fiscal Year End (MM/DD/YY):

Instructions: Each item must be answered. If a particular item does not apply, indicate "N/A." Please type or print legibly in dark ink when preparing the application. If additional space is needed, attach a separate sheet(s), maintaining application in page number order throughout.

Legal Company Name (Bidder): _____

Mailing Address: _____

Shipping Address (if different): _____

City: _____ State: _____ Zip Code + 4: _____

Company Telephone Number: _____ Company Fax Number: _____

Company's Website Address: _____

Contact (must be company employee): _____

Contact Email Address: _____

(This e-mail address *must* be for a company employee and will be used for Awards AND Prequalification communication.)

Submit the fully completed application to: MDOTPrequal@michigan.gov (to reduce file size, you may zip this application or upload it to your FTP site and provide MDOTPrequal@michigan.gov with access to download the application). You may password protect this document with a follow-up e-mail to MDOTPrequal@michigan.gov that contains the password.

****PREQUALIFICATION RENEWAL CHECKLIST****

Review before submitting prequalification renewal application

The 1313EZ form may not be used for more than two renewal cycles.

The 1313EZ is a renewal application and may not be used for first-time prequalification.

Review "[Administrative Rules Governing the Prequalification of Construction Contractors](#)" as amended on December 4, 2009, prior to submission of application.

Prequalification Renewal Application (Form 1313EZ): Complete front cover through page 10.

Pages 8 – 10: Electronic signatures using CoSign are acceptable.

Typed names and signatures *must match exactly***.

CPA Audited Financial Statements: For prequalification over \$2,000,000.

CPA Reviewed/Compiled Statements: For prequalification up to \$2,000,000.

Additional Information

If your renewal application is received on or prior to your expiration date, your financial rating will stay in effect until the renewal application has been processed.

Equipment Appraisal (Optional): Select a company from the List of Acceptable Appraisal Firms. An appraisal is valid for two years (**second year requires CPA certification of changes**). The equipment must be appraised as of your fiscal year end.

Accommodation Access: If you require information in an alternate format such as large print, braille or audio tape, or require another type of accommodation, contact MDOT Contract Services Division at 517-335-4281 or TDD/TTY through the Michigan Relay Center 800-649-3777.

For questions, please contact MDOTPrequal@michigan.gov.

Web site: [Contractors Service Center](#)

LEGAL COMPANY NAME (BIDDER)	FISCAL YEAR END (MM/DD/YY)
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The bidder named above maintains its books of account on the following basis and method. Check one box for each section.

BASIS

- Cash
 Accrual

METHOD OF KEEPING BOOKS

- Completed contract
 Percentage of completion
 Other – Enclose copy of letter of approval from Prequalification Committee

METHOD OF PREQUALIFICATION

- Completed contract
 Percentage of completion

BALANCE SHEET

**** BALANCE SHEET MUST COMPLETED (INK OR TYPED) EVEN IF FINANCIAL STATEMENT IS SUBMITTED.**
DOLLAR AMOUNT MUST MATCH FINANCIAL STATEMENT. **

NET WORKING CAPITAL

Total Current Assets: \$ _____

Total Current Liabilities: \$ _____

FIXED ASSETS

Construction and transportation Equipment \$ _____

Less accumulated depreciation (_____)

Net book value \$ _____

(If applicable, attach appraisal from MDOT-approved appraisal firm)

CURRENT YEAR DEPRECIATION EXPENSES

Construction Equipment \$ _____

Transportation Equipment \$ _____

LONG-TERM LIABILITIES

Long-term obligation on ONLY construction and transportation equipment \$ _____

CERTIFICATION

- No changes are being requested for work classification(s)
- A full CPA Audit, CPA Compiled or CPA Reviewed Statements are attached and at a minimum include:
- Balance Sheet
 - Income Statement
 - Statement of Cash Flows
- No changes in Key Personnel have occurred since the bidder's previous application was accepted

OR

- Resumes and page 6 of Form 1313 are attached

LEGAL COMPANY NAME (BIDDER)

This information **must** be filled out **completely** for your Application to be processed.

NOTE: All information as listed on this schedule must be given separately for each major item of equipment. This statement is to be a detailed analysis of the net book value of construction and transportation equipment. It is a basis for determining the value of equipment in accordance with rules governing the rating of prospective bidders (see R247.41). List equipment separately by type (i.e., list all graders, then all loaders, then all dump trucks, etc.).

CONSTRUCTION AND TRANSPORTATION EQUIPMENT NET BOOK VALUE \$ _____

DESCRIPTION TYPE AND CAPACITY	SERIAL OR IDENTIFICATION NO.	DATE PURCHASED	DEPR. METHOD	EST. LIFE	PURCHASE PRICE	PRIOR YEARS' DEPRECIATION	CURRENT YEARS' DEPRECIATION	NET BOOK VALUE
TOTALS →								

