MoDOT Financial Prequalification Cover Sheet

SECTION 1: COMPANY INFORMATION

Company Name	
Company Address	
Contact Person	
Phone Number	
Email Address	
Chief Executive / President	
Executive Phone Number	
Executive Email Address	

SECTION 2: COMPANY PROFILE

Fiscal Year End (MM/DD/YYYY)	
Annual Gross Expenditures	
Home State	
Number of Full-Time Employees	
Number of States of Operation	

SECTION 3: BUSINESS & ACCOUNTING INFORMATION

Organizational Changes (Yes/No)	
If Yes, Explain	
Depreciation Method*	

*Bonus depreciation and Section 179 depreciation are unallowable under FAR 31.205-11 and must be removed from the overhead.

SECTION 4: FINANCIAL PREQUALIFICATION REQUIRED DOCUMENTATION

REQUIRED FOR ALL SUBMISSIONS

☐	Certification of Final Indirect Costs
☐	Internal Control Questionnaire (ICQ) – include all documents requested in the ICQ

AUDITED OVERHEAD RATE *(by a state DOT, federal agency, or an Independent CPA firm)*

☐	Overhead Rate Audit Report
☐	Cognizant Letter (if applicable)

NON-AUDITED OVERHEAD RATE *(Amounts on the overhead must reconcile to the financial statements and tax return.)*

☐	Detailed Overhead Rate Schedule – include FAR references to define unallowable costs
☐	Income Statement
☐	General Ledger or Trial Balance
☐	Tax Return
☐	Executive Compensation
☐	Related Party Rent worksheet (if applicable)
☐	Related Party's tax return & depreciation amortization schedule (if applicable)

SUBSIDIARY *(Submitting a Consolidated Statement of Direct Labor, Fringe Benefits, and General Overhead)*

☐	Subsidiary's Form 941s, Payroll Register, or Payroll Service Report
☐	Subsidiary's Listing of all office and operating locations
☐	Subsidiary's Internal Control Questionnaire (ICQ) – include all documents requested in the ICQ