

Section 4: CONTROL



A. Identify your firm's Officers and Board of Directors (If additional space is required, attach a separate sheet):

| | Name | Title | Date Appointed | Ethnicity | Gender |
|-----------------------------|------|-------|----------------|-----------|--------|
| (1) Officers of the Company | (a) | | | | |
| | (b) | | | | |
| | (c) | | | | |
| | (d) | | | | |
| (2) Board of Directors | (a) | | | | |
| | (b) | | | | |
| | (c) | | | | |
| | (d) | | | | |

(3) Do any of the persons listed above perform a management or supervisory function for any other business?

☐ Yes ☐ No If Yes, identify for each:

Person: _____ Title: _____
 Business: _____ Function: _____

Person: _____ Title: _____
 Business: _____ Function: _____

(4) Do any of the persons listed in section A above own or work for any other firm(s) that has a relationship with this firm? (e.g., ownership interest, shared office space, financial investments, equipment, leases, personnel sharing, etc.)

☐ Yes ☐ No If Yes, identify for each:

Firm Name: _____ Person: _____

Nature of Business Relationship: _____

B. Duties of Owners, Officers, Directors, Managers, and Key Personnel

1. (Identify your firm's management personnel who control your firm in the following areas (Attach separate sheets as needed).)

| A= Always F = Frequently | S = Seldom N = Never | Majority Owner (51% or more) | | | | Minority Owner (49% or less) | | | |
|--|-------------------------|------------------------------|--------------|----------------------|---|------------------------------|--------------|----------------------|---|
| | | Name: _____ | Title: _____ | Percent Owned: _____ | | Name: _____ | Title: _____ | Percent Owned: _____ | |
| Sets policy for company direction/scope of operations | | A | F | S | N | A | F | S | N |
| Bidding and estimating | | A | F | S | N | A | F | S | N |
| Major purchasing decisions | | A | F | S | N | A | F | S | N |
| Marketing and sales | | A | F | S | N | A | F | S | N |
| Supervises field operations | | A | F | S | N | A | F | S | N |
| Attend bid opening and lettings | | A | F | S | N | A | F | S | N |
| Perform office management (billing, accounts receivable/payable, etc.) | | A | F | S | N | A | F | S | N |
| Hires and fires management staff | | A | F | S | N | A | F | S | N |
| Hire and fire field staff or crew | | A | F | S | N | A | F | S | N |
| Designates profits spending or investment | | A | F | S | N | A | F | S | N |
| Obligates business by contract/credit | | A | F | S | N | A | F | S | N |
| Purchase equipment | | A | F | S | N | A | F | S | N |
| Signs business checks | | A | F | S | N | A | F | S | N |