

**SCHEDULE C  
MPS - NEIGHBORHOOD SCHOOLS INITIATIVE  
Affidavit of Joint Venture**



ALL INFORMATION REQUESTED BY THIS SCHEDULE MUST BE ANSWERED IN THE SPACES PROVIDED ON THIS FORM. IF ADDITIONAL SPACE IS REQUIRED, ADDITIONAL SHEETS MAY BE ATTACHED.

**I. Name of Joint Venture:**

Address of Joint Venture: e-mail Address:  
City: State: Zip Code:  
Phone Number: Fax Number:

**II. Identify all Joint Venturers:**

**NAME OF FIRM:**

Address: e-mail Address:  
City: State: Zip Code:  
Phone Number: Fax Number:  
Certified by: WI DOC WI DOT BECI WSDC MKE-CITY MKE-COUNTY Other - Attach  
Certified as: MBE WBE (If both, circle certification to be counted for participation credit) DBE \*  
*\* If certified as DBE, must provide Schedule B-2, Affidavit of Minority or Woman Owned Business Status*  
Contact person for matters concerning HUB Firm compliance:

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**NAME OF FIRM:**

Address: e-mail Address:  
City: State: Zip Code:  
Phone Number: Fax Number:  
Certified by: WI DOC WI DOT BECI WSDC MKE-CITY MKE-COUNTY Other - Attach  
Certified as: MBE WBE (If both, circle certification to be counted for participation credit) DBE \*  
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*\* If certified as DBE, must provide Schedule B-2, Affidavit of Minority or Woman Owned Business Status*  
Contact person for matters concerning HUB Firm compliance:





III. Describe the role(s) of the HUB Firm Venturer(s) in the Joint Venture:

IV. Attach a copy of the Joint Venture Agreement. In order to demonstrate the HUB Firm Venturer's share in the ownership, control, management responsibilities, risks and profits of the Joint Venture, the proposed Joint Venture agreement must include specific details related to: (1) the contributions of capital and equipment; (2) work items to be performed by the HUB Firm's own workforce; (3) work items to be performed under the supervision of the HUB Firm Venturer; and (4) the commitment of management, supervisory and operative personnel employed by the HUB Firm to be dedicated to the performance of the project:

V. Ownership of the Joint Venture.

A. What are the percentages of HUB Firm ownership of the Joint Venture?

% MBE	% WBE	% NON-HUB	(Total must = 100%)
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B. Specify HUB Firm percentages for each of the following (provide narrative descriptions and other detail as applicable). If more than one HUB Firm, please provide the following for each HUB Firm:

1. Profit and loss sharing:

2. Capital Contributions:

(a) Dollar amounts of initial contribution:

(b) Dollar amounts of anticipated on-going contributions:

3. Contributions of equipment (Specify types, quality, and quantity of equipment to be provided by each Venturer):

4. Other applicable ownership interests, including ownership options or other agreements which restrict or limit ownership and/or control:





5. Provide copies of all written agreements between Joint Venturers concerning this Project.
6. Identify each current MPS - NSI contract [and each contract completed during the past two (2) years] by a Joint Venture of two (2) or more firms participating in this Joint Venture:

**VI. Control of and Participation in the Joint Venture.** Identify by name and firm those individuals who are, or will be, responsible for , and have the authority to engage in the following management functions and policy decisions. (Indicate any limitations to their authority such as dollar limits and co-signatory requirements):

A. Joint Venture check signing:

B. Authority to enter into contracts on behalf of the Joint Venture:

C. Signing, co-signing and/or collateralizing loans:

D. Acquisition of lines of credit:

E. Acquisition and indemnification of payment and performance bonds:

F. Negotiating and signing labor agreements:





**Schedule C Continued**

G. Management of contract performance. (Identify by name and firm only):

- 1. Supervision of field operations:
  
- 2. Major purchases:
  
- 3. Estimating:
  
- 4. Engineering:

**VII. Financial Controls of Joint Venture:**

- A. Which firm and/or individual will be responsible for keeping the books of account?
  
- B. Where are the records pertaining to the Joint Venture located?
  
- C. Identify the "managing partner", if any, and describe the means and measure of their compensation:
  
  
  
- D. What authority does each Venturer have to commit or obligate the other to insurance and bonding companies, financing institutions, suppliers, subcontractors, and/or other parties participating in the performance of this contract or work on this project?

**VIII. State the approximate number of operative personnel (by trade) needed to perform the Joint Venture's work under this contract. Indicate whether they will be employees of the non-HUB Firm(s), the HUB Firm(s), or the Joint Venture.**

Skill / Trade	Non-HUB Firm (number)	HUB Firm (number)	Joint Venture (number)
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If any personnel proposed for this project will be employees of the Joint Venture:

A. Are any proposed Joint Venture employees currently employed by either Venture?      Yes      No

If yes, state the number currently employed by non-HUB Firm      and currently employed by HUB Firm

B. Identify by name and firm the individual(s) who will be responsible for hiring Joint Venture employees:

C. Which Venturer will be responsible for the preparation of Joint Venture payrolls?

**IX.** Please state any material facts or additional information pertinent to the control and structure of this Joint Venture:

The undersigned affirms that the foregoing statements are correct and include all material information necessary to identify and explain the terms and operations of our Joint Venture and the intended participation of each Venturer in the undertaking. Further, the undersigned covenant and agree to provide to the Independent Monitor current, complete and accurate information regarding actual Joint Venture work and the payment thereof, and any proposed changes in any provision of the Joint Venture agreement, and to permit the audit and examination of the books, records and files of the Joint Venture, or those of each Venturer relevant to the Joint Venture by authorized representatives of the MPS, Office of Neighborhood Schools or Independent Monitor.

Any material representation will be grounds for terminating any contract, which may be awarded, and for initiating action under federal or state laws concerning false statements.

**Note:** If, after filing this SCHEDULE and before the completion of the Joint Venture's work on the Project, there is any change in the information submitted, the Joint Venture must inform the Independent Monitor, either directly or through the Office of Neighborhood Schools, if the Joint Venture is a subcontractor. All parties to this Joint Venture must sign this form.

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MPS HUB Coordinator's Signature      Date      **OBTAIN MPS HUB COORDINATOR'S SIGNATURE BEFORE BIDDING**

\_\_\_\_\_  
Independent Monitor's Signature      Date      **OBTAIN INDEPENDENT MONITOR'S SIGNATURE BEFORE BIDDING**

_____ <i>Sign your name (In the presence of a Notary Public)</i>	_____ <i>Sign your name (In the presence of a Notary Public)</i>	_____ <i>Sign your name (In the presence of a Notary Public)</i>
Subscribed and sworn to before me this	Subscribed and sworn to before me this	Subscribed and sworn to before me this
_____ Day of _____, 200____ AD	_____ Day of _____, 200____ AD	_____ Day of _____, 200____ AD
_____ <i>Notary Public, State of Wisconsin</i>	_____ <i>Notary Public, State of Wisconsin</i>	_____ <i>Notary Public, State of Wisconsin</i>
_____ <i>My Commission Expires</i>	_____ <i>My Commission Expires</i>	_____ <i>My Commission Expires</i>

