

**CITY OF LOS ANGELES
CONTRACTOR RESPONSIBILITY ORDINANCE**

CRO QUESTIONNAIRE RECEIPT VERIFICATION FORM

To verify the Contractor Responsibility Ordinance's (CRO) compliance, this form must be completed by the Awarding Authority and submitted to the appropriate Designated Administrative Agency (DAA) along with the Responsibility Questionnaires. Upon receipt of the Questionnaires, the DAA will return this signed form to the Awarding Authority. **The Awarding Authority must attach the certified form to each draft contract for review by the Office of the City Attorney. No contract may be executed unless a certified Receipt Verification Form indicates that the CRO requirement has been met.**

1. Information Regarding Proposed Contract

Project Name/Description: _____

RFB/RFQ/RFP # (if any): _____

Date RFB/RFQ/RFP Released: _____

Procuring Dept.: _____

Mail Stop #: _____

Name of Dept. Contact: _____

Phone: _____

2. Questionnaires Are Submitted for the Following Bidders/Proposers/Proposed Contractors:

Company Name: _____

Company Address: _____

City: _____

State: _____

Zip: _____

Company Name: _____

Company Address: _____

City: _____

State: _____

Zip: _____

Company Name: _____

Company Address: _____

City: _____

State: _____

Zip: _____

Company Name: _____

Company Address: _____

City: _____

State: _____

Zip: _____

FOR DAA USE ONLY – VERIFICATION REGARDING RECEIPT

The Responsibility Questionnaires for the bidders/proposers/proposed contractors listed above were received on (date) _____.

The Questionnaires were processed by:

- Dept. of Public Works for **Construction** Contracts and Service Contracts
 Dept. of General Services for Procurement Contracts

Authorized DAA Representative (Print Name) _____ George Espindola _____ Phone (213) 847-2408

DAA Representative Signature _____ Date _____