**Exhibit A, Description of Proposing Organization**

(Please provide this information in the following sequence at the front of proposal.

This information should immediately follow proposer's cover letter)

1. Identification of Respondent

Name of Organization:

Business Address:

Telephone Number:

2. Name and title of individual to Contact for Further Information:

Name:

Title:

3. Legal Status of Organization: (check one)

\_For-profit Corporation of Joint Venture Corporation

\_For-profit partnership or sole proprietorship

\_Non-profit Corporation

\_Public agency

\_Other (identify)

4. Description of Organization

Provide a brief description of the major business functions, and history of the Respondent Organization. Attach and label as "Description of Respondent

Organization. "

5. Credit Reference

Attach names, addresses, phone numbers and relation to Respondent of no more than three credit references. Label the attachment "Credit References."

6. Managers for this contract

Attach resumes of daily managers. Label these attachments "Manager's Resume(s)." If selection of a daily manager has not been made, attach resumes of candidate(s) being considered and label Candidate Managers."

Daily Manager:

Phone:

7. Proposed subcontractors and consultants

Attach company name, contact, address, phone and anticipated role of any proposed subcontractors and/or consultant; Label these attachments "Proposed Subcontractors and

Consultants. "

8. Is any litigation pending against Responder or any officer or partner of Respondent's organization?

\_\_\_Yes

\_\_\_No

If yes, attach a description of the situation. Label "Pending Litigation"

9. Bankruptcy

Has the Respondent's organization ever been in or filed for bankruptcy?

\_\_\_Yes

\_\_\_No

If yes, please discuss the terms and current status.

10. Service References

Please tell us about a minimum of three (3) similar contracts under which the Respondent's Organization had provided service, labeling these "Service References."

11.  LABOR CODE SECTION 1070 et seq.

Will Respondent retain the employees of the contractor or subcontractor under the existing transit services contract for a period of not less than 90 days from the effective date of the new contract for transit services pursuant to Labor Code section 1072(a)?

\_\_\_\_\_    YES

\_\_\_\_\_     NO

If YES, will Respondent make a written offer of employment to such employees pursuant to Labor Code section 1070(c)(3) and (c)(4)?

\_\_\_\_\_    YES

 \_\_\_\_\_   NO