



**SUBCONTRACTOR
PREQUALIFICATION
FORM**

NAME OF FIRM: _____

MINIMUM AND MAXIMUM JOB RANGE (IN DOLLARS) WITHIN WHICH YOU PREFER TO CONDUCT YOUR BUSINESS:

Minimum: _____ Maximum: _____

WORK TYPICALLY PERFORMED: Union: _____ Non-Union: _____

IF INVOLVED IN SHOP FABRICATION, IS YOUR SHOP:

Union: _____ Non-Union: _____

IF INVOLVED IN FABRICATION, PROVIDE SQUARE FOOTAGE OF SHOP AND RELATED EQUIPMENT:

CURRENT STAFFING AT OFFICES PROVIDING ADMINISTRATIVE SUPPORT:

NAME OF YOUR KEY CONSTRUCTION AND MANAGEMENT PERSONNEL AND BRIEF DESCRIPTION OF QUALIFICATIONS (attach additional pages if necessary)

LIST THE TRADES YOUR FIRM NORMALLY EMPLOYS, AND CURRENT LEVEL OF STAFFING:

<u>Trade</u>	<u>Number of Employees</u>	
	<u>Union</u>	<u>Non-Union</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

NAME OF FIRM: _____

INDICATE YOUR TYPE OF BUSINESS ORGANIZATION:

Corporation: _____ Partnership: _____ Sole Owner: _____

Name of Officers:

- Chief Executive Officer _____
- President _____
- Vice President _____
- Treasurer _____

State and Year Business Founded: _____

INDICATE IF YOUR BUSINESS QUALIFIES AS ONE OF THE FOLLOWING:

MBE _____ SBE _____ WBE _____

BANKING REFERENCE:

Name: _____

Address: _____

Telephone: () _____ Fax: () _____

Contact: _____

NAME OF BONDING COMPANY:

Name: _____

Address: _____

Telephone: () _____ Fax: () _____

Contact: _____

Present Bonding Capacity: _____

Current Amount Available: _____

BUSINESS VOLUME (new bookings):

	New Contracts	Billings
Current Year	\$ _____	\$ _____

NAME OF FIRM:

Previous Year	\$ _____	\$ _____
Two Years Prior	\$ _____	\$ _____
Three Years Prior	\$ _____	\$ _____

HAS YOUR ORGANIZATION EVER FAILED TO COMPLETE A CONSTRUCTION CONTRACT?

Yes _____ No _____

If yes, explain briefly on a separate page.

DOES YOUR FIRM HAVE ANY CURRENT OR PENDING LITIGATION OR ARBITRATION WITH PAST OR PRESENT CLIENTS OR SUBCONTRACTORS?

Yes _____ No _____

If yes, explain briefly on a separate page.

ATTACH A LISTING OF AT LEAST FIVE (5) PAST CLIENTS

These will be used as references, so please include company name, address, phone number, and contact person. It is preferred that the contacts be people who worked closely with your firm on a day-to-day basis.

ATTACH A LISTING OF AT LEAST FIVE (5) PAST OR CURRENT VENDORS OR SUBCONTRACTORS

The information required is identified to that indicated above.

ATTACH A LISTING OF CURRENT CONSTRUCTION CONTRACTS

This information shall include, but is not limited to, job description, owner, dollar amount, award date, scheduled completion date, and percent complete.

I HEREBY CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS A TRUE AND ACCURATE RESPONSE.

Name: _____

Title: _____

Date: _____

(Corporate seal)

Witnessed: _____

Date: _____