



SUBCONTRACTOR/SUPPLIER QUALIFICATION FORM

Type of Company <input type="radio"/> Subcontractor (Material & Labor) <input type="radio"/> Subcontractor (Labor Only) <input type="radio"/> Supplier (Material Only) <input type="radio"/> Equipment <input type="radio"/> Equipment & Labor	Approved By: <hr/> Logged By: <hr/> Date Logged: <hr/>	For Office Use Only
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Company Legal Name	Main Phone #	Main Fax #
Physical Address	Mailing Address	
City State Zip	City State Zip	City State Zip

Company Website	Dun & Bradstreet #	Federal ID #
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Principal Contact	Title	Phone #
Principal Contact E-mail Address	Mobile #	Fax #

Estimating Contact	Title	Phone #
Estimating Contact E-mail Address	Mobile #	Fax #

Date of Incorporation	State of Incorporation	LLC <input type="radio"/>	Corp <input type="radio"/>	Partnership <input type="radio"/>	Sole Proprietor <input type="radio"/>	Sub S Corp <input type="radio"/>
Years in Business Under Current Name	# of Employees	Avg Project Size (Contract Value)	# of Staff Employees	# of skilled Staff Supervisors	# of unskilled Staff workers	

Under what other names has your Company operated? Give Dates.

What type of labor does your company supply?
 Open Shop (non-union)
 Union
 Both

Do you have a written safety program?	Yes <input type="radio"/>	No <input type="radio"/>	Experience Modification Rate(EMR)	# of OSHA violations in past 5 yrs
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Is your company a certified minority business enterprise?	Yes <input type="radio"/>	No <input type="radio"/>	If yes, what type?	DBE <input type="radio"/>	MBE <input type="radio"/>	WBE <input type="radio"/>
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If a minority business enterprise, certified by who? _____

Please list all state(s) where your company is properly licensed to perform work. Please attach copies of all applicable licenses.

State License #	State License #	State License #
State License #	State License #	State License #
State License #	State License #	State License #



SUBCONTRACTOR/SUPPLIER SCOPE OF WORK

Please list all of the trades your company performs or supplies. Please check all that apply.

- General Conditions**
- Professional Consultant (& Surveying)
 - Barrier & Enclosures (& Security)
 - Equipment Rental
 - Cleaning
 - Other _____

- Sitework**
- Site Demolition
 - Sawcutting
 - Clearing & Grubbing
 - Mass Excavation
 - Soil Treatment (& Termite)
 - Erosion Control
 - Utility Services
 - Asphalt Paving
 - Curb & Gutter
 - Striping
 - Landscaping
 - Irrigation Systems
 - Fencing & Gates
 - Other _____

- Concrete**
- Concrete Forms
 - Reinforcing Steel
 - Cast-in-place Concrete
 - Ready Mix Concrete
 - Post-tensioned Structural Concrete
 - Concrete Finishing
 - Precast/Prestressed Concrete
 - Architectural Precast
 - Hollow Core Precast
 - Tilt-up Precast
 - Lightweight Concrete Roof Insulation
 - Concrete Resurfacing
 - Other _____

- Masonry**
- Basic Masonry
 - Clay Masonry
 - Concrete Masonry
 - Glass Masonry
 - Stone
 - Masonry Restoration & Cleaning
 - Other _____

- Metals**
- Structural Steel Fabrication
 - Structural Steel Erection
 - Steel Joists
 - Steel Decking
 - Cold Formed Metal Framing
 - Metal Fabrications
 - Metal Stairs & Ladders
 - Handrails & Railings
 - Ornamental Metals
 - Other _____

- Wood & Plastics**
- Rough Carpentry
 - Heavy Timber Framing
 - Prefabricated Structural Wood
 - Glued-Laminated Construction
 - Finish Carpentry

- Millwork
- Architectural Woodwork
- Custom Cabinetry
- Non-structural Plastics
- Other _____

- Thermal & Moisture Protection**
- Waterproofing
 - Building Insulation
 - Masonry Insulation
 - Shingles
 - Roof Tiles
 - Metal Roof & Wall Panels
 - Siding (& Soffits)
 - Membrane Roofing (& Built-up)
 - Flashing & Sheetmetal
 - Gutters & Downspouts
 - Roof Accessories (Hatches, vents, etc)
 - Cementitious Fireproofing
 - Firestopping
 - Caulking & Sealants
 - Other _____

- Doors & Windows**
- Door, Frame & Hardware Installation
 - Metal Doors & Frames
 - Wood & Plastic Doors
 - Specialty Doors
 - Access Doors & Panels
 - Special Function Doors
 - Overhead & Coiling Doors
 - Entrances & Storefront
 - Automatic Doors
 - Aluminum Windows
 - Wood Windows
 - Skylights
 - Door Hardware
 - Glazing
 - Glazed Curtain Wall
 - Other _____

- Finishes**
- Non-load Bearing Wall Framing
 - Furring & Lathing
 - STUCCO/EIFS
 - Drywall
 - Tile
 - Terrazzo
 - Acoustical Ceilings
 - Marble Flooring (& Other Stone)
 - Wood Strip Flooring
 - Resilient Tile Flooring
 - Composition Flooring
 - Carpet
 - Wall Coverings
 - Acoustical Treatment
 - Painting & Coatings
 - Glazed Coatings (& Elastometric)
 - Other _____

- Specialties**
- Visual Display Boards
 - Toilet Partitions
 - Cubicles
 - Wall Louvers

- Wall & Corner Guards
- Access Flooring
- Flagpoles
- Signage
- Lockers
- Awnings & Canopies
- Wire Mesh Partitions
- Demountable Partitions
- Folding Panel Partitions
- Storage Shelving
- Tiolet Accessories
- Other _____

- Equipment**
- Security & Vault Equipment
 - Theater & Stage Equipment
 - Audio-Visual Equipment
 - Parking Control Equipment
 - Loading Dock Equipment
 - Food Service Equipment
 - Athletic & Therapeutic Equipment
 - Laboratory Equipment
 - Medical Equipment
 - Other _____

- Furnishings**
- Manufactured Casework
 - Floor Mats & Frames
 - Blinds & Shades
 - Furniture
 - Multiple Seating (Theater)
 - Other _____

- Special Construction**
- Special Purpose Rooms (Sauna)
 - Lightning Protection
 - Pre-engineered Structures
 - Swimming Pools
 - Storage Tanks
 - Hazardous Material Remediation
 - Solar & Wind Energy
 - Security Access & Surveillance
 - Other _____

- Conveying Systems**
- Dumbwaiters
 - Elevators
 - Escalators & Moving Walks
 - Lifts
 - Other _____

- Mechanical**
- Plumbing
 - Fire Suppression (Sprinkler)
 - HVAC
 - Testing & Balancing
 - Other _____

- Electrical**
- Electrical Subcontractor
 - Lighting
 - Communications
 - Sound & Video
 - Controls
 - Other _____



REFERENCES

Please supply at least three General Contractors or Subcontractors that you have previously performed work for as well as at least three suppliers/vendors from who you regularly purchase materials and at least one banking reference.

General Contractor/Subcontractor

Company Legal Name			Main Phone #			Main Fax #				
Physical Address				Mailing Address						
City		State		Zip		City		State		Zip
Principal Contact			Title			Phone #				

General Contractor/Subcontractor

Company Legal Name			Main Phone #			Main Fax #				
Physical Address				Mailing Address						
City		State		Zip		City		State		Zip
Principal Contact			Title			Phone #				

General Contractor/Subcontractor

Company Legal Name			Main Phone #			Main Fax #				
Physical Address				Mailing Address						
City		State		Zip		City		State		Zip
Principal Contact			Title			Phone #				

Supplier/Vendor

Company Legal Name			Main Phone #			Main Fax #				
Physical Address				Mailing Address						
City		State		Zip		City		State		Zip
Principal Contact			Title			Phone #				

Supplier/Vendor

Company Legal Name			Main Phone #			Main Fax #				
Physical Address				Mailing Address						
City		State		Zip		City		State		Zip
Principal Contact			Title			Phone #				

Supplier/Vendor

Company Legal Name			Main Phone #			Main Fax #				
Physical Address				Mailing Address						
City		State		Zip		City		State		Zip
Principal Contact			Title			Phone #				



REFERENCES Continued...

Please supply at least three General Contractors or Subcontractors that you have previously performed work for as well as at least three suppliers/vendors from who you regularly purchase materials and at least one banking reference.

Banking Reference

Please supply a banking reference for the branch where most of your banking transactions are made.

Banks Names			Bank Representative Name		
Branch Address			Bank Rep Phone #		Bank Rep Fax #
City	State	Zip	Bank Representative E-mail Address		

Bonding

Can you provide a Payment and Performance Bond?	Yes <input type="radio"/>	No <input type="radio"/>	Bonding Capacity (Aggregate)	
Can you provide a letter from your surety company verifying your ability to provide bonding?	Yes <input type="radio"/>	No <input type="radio"/>		
Bonding Company	Agent's Name		Agents Phone #	
Has a Bonding Company ever had to complete a project on your behalf?	Yes <input type="radio"/>	No <input type="radio"/>	If Yes, Please attach an explanation.	

Legal

Is your Company currently involved in any litigation/arbitration?	Yes <input type="radio"/>	No <input type="radio"/>	If yes, please attach a brief summary.
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Financial

Please attach your most recent CPA prepared financial statement to include, at a minimum, the last two years. If a CPA prepared statement is not available, please provide internal financial statements for the last two years.

Is a Financial Statement attached?	Yes <input type="radio"/>	No <input type="radio"/>
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Business Ownership (attach additional sheets if necessary)

Name	SSN/EIN	Individual? <input type="radio"/>	Corporation? <input type="radio"/>	Partnership? <input type="radio"/>	Percentage Owned
Name	SSN/EIN	Individual? <input type="radio"/>	Individual? <input type="radio"/>	Individual? <input type="radio"/>	Percentage Owned
Name	SSN/EIN	Individual? <input type="radio"/>	Individual? <input type="radio"/>	Individual? <input type="radio"/>	Percentage Owned
Name	SSN/EIN	Individual? <input type="radio"/>	Individual? <input type="radio"/>	Individual? <input type="radio"/>	Percentage Owned

Have <u>any</u> of the above owners ever filed for bankruptcy?	Yes <input type="radio"/>	No <input type="radio"/>
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Officers & Key Individuals

Name	Title	Years of Experience	Years with Company
Name	Title	Years of Experience	Years with Company
Name	Title	Years of Experience	Years with Company
Name	Title	Years of Experience	Years with Company
Name	Title	Years of Experience	Years with Company
Name	Title	Years of Experience	Years with Company



CURRENT PROJECTS

List the most significant projects, currently under construction. Attach additional pages if necessary.

Project Name		Project Location	
Overall Project Value	Your Company's Contract Value	Total Project Duration	Your Contract Duration
Project Owner		Owner's Representative	Owner's Rep Phone #
Project Architect		Architect's Representative	Architect's Rep Phone #
General Contractor		GC Representative	GC Rep Phone #
Project Scheduled Completion	Your Contract Scheduled Completion	Scope of Work your Company is performing	Were you required to Bond this project?

Project Name		Project Location	
Overall Project Value	Your Company's Contract Value	Total Project Duration	Your Contract Duration
Project Owner		Owner's Representative	Owner's Rep Phone #
Project Architect		Architect's Representative	Architect's Rep Phone #
General Contractor		GC Representative	GC Rep Phone #
Project Scheduled Completion	Your Contract Scheduled Completion	Scope of Work your Company is performing	Were you required to Bond this project?

Project Name		Project Location	
Overall Project Value	Your Company's Contract Value	Total Project Duration	Your Contract Duration
Project Owner		Owner's Representative	Owner's Rep Phone #
Project Architect		Architect's Representative	Architect's Rep Phone #
General Contractor		GC Representative	GC Rep Phone #
Project Scheduled Completion	Your Contract Scheduled Completion	Scope of Work your Company is performing	Were you required to Bond this project?

Project Name		Project Location	
Overall Project Value	Your Company's Contract Value	Total Project Duration	Your Contract Duration
Project Owner		Owner's Representative	Owner's Rep Phone #
Project Architect		Architect's Representative	Architect's Rep Phone #
General Contractor		GC Representative	GC Rep Phone #
Project Scheduled Completion	Your Contract Scheduled Completion	Scope of Work your Company is performing	Were you required to Bond this project?

ATTACHED ADDITIONAL PAGES IF NECESSARY



COMPLETED PROJECTS

What is the largest project your Company has ever completed?

Project Name		Project Location	
Overall Project Value	Your Company's Contract Value	Total Project Duration	Your Contract Duration
Project Owner		Owner's Representative	Owner's Rep Phone #
Project Architect		Architect's Representative	Architect's Rep Phone #
General Contractor		GC Representative	GC Rep Phone #
Date Completed	Scope of Work performed by your Company		

List the most significant projects completed in the past 5 years, under your current business name. Attach additional pages if necessary. Do not include projects that were listed as currently under construction on page 5.

Project Name		Project Location	
Overall Project Value	Your Company's Contract Value	Total Project Duration	Your Contract Duration
Project Owner		Owner's Representative	Owner's Rep Phone #
Project Architect		Architect's Representative	Architect's Rep Phone #
General Contractor		GC Representative	GC Rep Phone #
Date Completed	Scope of Work performed by your Company		

Project Name		Project Location	
Overall Project Value	Your Company's Contract Value	Total Project Duration	Your Contract Duration
Project Owner		Owner's Representative	Owner's Rep Phone #
Project Architect		Architect's Representative	Architect's Rep Phone #
General Contractor		GC Representative	GC Rep Phone #
Date Completed	Scope of Work performed by your Company		

Project Name		Project Location	
Overall Project Value	Your Company's Contract Value	Total Project Duration	Your Contract Duration
Project Owner		Owner's Representative	Owner's Rep Phone #
Project Architect		Architect's Representative	Architect's Rep Phone #
General Contractor		GC Representative	GC Rep Phone #
Date Completed	Scope of Work performed by your Company		



SUBCONTRACTOR/SUPPLIER QUALIFICATION FORM

Insurance

IDC Construction, LLC will require the following minimum limits with respect to corporate insurance.

General Liability

Each Occurrence	Damage to Rented Premises	Medical Expenses (Each Person)	Personal & Adv Injury	General Aggregate	Products - Completed/OP Aggregate
\$1,000,000	\$300,000	\$10,000	\$1,000,000	\$2,000,000	\$2,000,000
General Liability must apply per occurrence			Aggregate limit must apply per project		

Automobile Liability

Limits must apply to all owned autos, hired autos and non-owned autos.	Combined Single Limit \$1,000,000
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Worker's Compensation & Employer's Liability

EL Each Accident	EL Disease - Each Employee	EL Disease - Policy Limit	Limits must apply to the statutory limits for each state and a Waiver of Subrogation must be provided.
\$100,000	\$100,000	\$500,000	

In addition the the limits above, IDC Construction, LLC will require and subcontractor and/or supplier to list IDC Construction, LLC as a "NAMED ADDITIONAL INSURED" and supply, at a minimum, a 30-day written cancellation notice.

NOTE: *These requirements are provided for information purposes only. Contract requirements may vary.*

Can you provide insurance based on the above requirements?	Yes <input type="radio"/>	No <input type="radio"/>
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Checklist

- Yes No Is a copy of your General Contractor's License for all applicable states attached?
- Yes No Is a copy of your Subcontractor's License for all applicable states attached?
- Yes No Is a Certificate of Insurance attached?
- Yes No Is a Surety Letter attached?
- Yes No Is a Financial Statement Attached?
- Yes No Is a brief description of all litigation attached?

Acknowledgement

MUST BE SIGNED BY AN OFFICER OF THE COMPANY

I, _____, certify that I am a resident of the state of _____ and am at least 19 years of age. I further certify that the information provided in the document is true and accurate to the best of my knowledge.

Signature (Officer of the Company)

Date

Title