



SUBCONTRACTOR PREQUALIFICATION FORM

This form contains four pages; all pages must be completed and returned to our office prior to an invitation to bid.

BUSINESS INFORMATION

Company Name: _____

Contact(s) Name & Title: _____

Shipping Address: _____

City, State & Zip Code _____

Phone: _____ **Fax:** _____

Website: _____ **Email:** _____

REGIONS

In which of the following states are you licensed? In what areas of each state?

Alabama _____ **Florida** _____

Georgia _____ **Mississippi** _____

North Carolina _____ **South Carolina** _____

WORK PERFORMED

List the scope(s) of work your company is capable of performing: _____



EXPERIENCE & REFERENCES

Are you experienced in multi family garden style construction? Yes No
 List three garden style projects you have worked on and reference information for each.

1. Project Name Size Location Year Completed

General Contractor Contact Person Phone Number

2. Project Name Size Location Year Completed

General Contractor Contact Person Phone Number

3. Project Name Size Location Year Completed

General Contractor Contact Person Phone Number

Are you experienced in high rise condominium construction? Yes No
 List three high rise condominium projects you have worked on and reference information for each.

1. Project Name Size Location Year Completed

General Contractor Contact Person Phone Number

2. Project Name Size Location Year Completed

General Contractor Contact Person Phone Number

3. Project Name Size Location Year Completed

General Contractor Contact Person Phone Number



SUBCONTRACT AGREEMENT REQUIREMENTS

Please have your insurance administrator review the mandatory requirements to verify that your current policies meet or exceed our requirements.

- Current Certificates of Insurance with Davis & Sons Construction Co., LLC named as certificate holder with Project Name listed on the certificate.
- Workers Compensation or Exemption certificate, \$100,000 each accident, \$500,000 Disease/Policy limit, \$100,000 Disease each employee. Subcontractor will provide Contractor with a Waiver of Subrogation for Workers Compensation.
- General Liability, \$2,000,000 General Aggregate, \$2,000,000 Products & Complete Operations Aggregate, \$1,000,000 Personal & Advertising Injury, \$1,000,000 Each Occurrence. General Liability limits must be on a “per project” basis.
- Automobile Liability, All Vehicles – Bodily Injury & Property Damage \$1,000,000
- Umbrella Liability, \$1,000,000 Each Occurrence, \$1,000,000 Aggregate
- General Liability, Automobile and Umbrella policy will all list Davis & Sons Construction Co., LLC as an additional insured.

CAN YOUR COMPANY MEET OUR INSURANCE REQUIREMENTS AS OUTLINED ABOVE?

Yes No

Subcontractor to provide the following documents if they are awarded the contract.

- Material Supplier List
- Subcontractors – Sub List
- Submittals (minimum 6 sets)
- Certificate of Insurance
- Schedule of Values
- Completed W-9
- Progress Lien Releases
- Final Lien releases

WILL YOUR COMPANY PROVIDE ALL OF THE LISTED ITEMS IF YOU ARE AWARDED A CONTRACT WITH DAVIS & SONS CONSTRUCTION?

Yes No

PLEASE SIGN: _____ DATE: _____

PRINT NAME: _____ TITLE: _____



JOBSITE GENERAL REQUIREMENTS

1. Subcontractor shall staff the job at all times to comply with the project schedule and meet requirements as determined by the Superintendent and Project Manager.
2. Contract price includes all applicable permit fees, sales tax and freight. Contractor, at his option, may require proof of sales tax payment.
3. The subcontractor shall be responsible for placing all trash and debris from his/her scope of work into dumpsters provided by the contractor daily or as requested by field superintendent.
4. The subcontractor shall comply with all OSHA safety regulations at all times while on the jobsite.
5. Any fines imposed by OSHA or the contractor as a result of noncompliance on the part of the subcontractor shall be paid by the subcontractor.
6. The subcontractor shall have an “English speaking supervisor” with mobile communication capabilities on site at all times once his/her scope of work has commenced.
7. The subcontractor shall provide to the contractor a safety handbook and all MSDS’s pertaining to their scope of work.
8. The subcontractor shall have on site and maintain a “first aid kit” with sufficient supplies to address any needs of their workers.
9. The subcontractor shall have an authorized person attend weekly safety, progress and scheduling meetings at the job site trailer once his scope of work has commenced. The time and day for the meetings shall be determined by the superintendent at the beginning of the project. Job site meeting attendance is mandatory unless prior arrangements have been made with the Superintendent or Project Manager. Failure to attend may result in a fine assessed against the contract value.
10. Delays in the progress of work as a direct result of this scope of work may result in liquidated damages.
11. Contractor will not accept any material shipments for subcontractors. Davis & Sons Construction Co. employees will not sign for material deliveries.



12. Any materials, tools or machinery belonging to the subcontractor left onsite unsecured shall be the sole responsibility of the subcontractor.
13. Any damage done by the subcontractor to any materials, tools, machinery, partially completed work or completed work not belonging to the subcontractor shall be paid for by the subcontractor unless the subcontractor has written consent from the contractor to do so.
14. Inspections shall be scheduled in writing to the Superintendent two (2) days in advance of the requested inspection date.
15. Failure of an inspection will result in the re-inspection fee being assessed to the subcontractor.
16. All labor and materials will be warranted by the Subcontractor for a period of one year from the completion date of the project.
17. Partial and Final Release forms attached as Exhibit "D" and "E" respectively shall be the only release forms accepted by Davis & Sons Construction Co, LLC.
18. Each subcontractor is responsible for checking and correcting their work. Davis & Sons shall only conduct a final punch list.
19. If Davis & Sons finds more than 2 punch items in any unit for the Subcontractor, the subcontractor will be required to re-walk the unit and address their issues before Davis & Sons will generate a final punch list.

The Contractor shall promptly pay each Subcontractor, upon receipt of payment from the Owner, out of the amount paid to the Contractor on account of such Subcontractor's portion of the Work, the amount to which said Subcontractor is entitled, reflecting percentages actually retained from payments to the Contractor on account of such Subcontractor's portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in a similar manner.

PLEASE SIGN: _____ **DATE:** _____

PRINT NAME: _____ **TITLE:** _____