

# SUBCONTRACTOR QUALIFICATION APPLICATION

**SECTION I GENERAL INFORMATION**

**A. Name and Address of Company**

Name		Phone Number	Fax Number
Address		City	
State/Province			
Zip/Province Code	Country	This company and address is the:	If other, specify.

**B. Is your firm owned or controlled by a parent Company or any other organization?**

<input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, please provide details.			
Name of Parent Company or Organization		Phone Number	Fax Number
Address		City	
State/Province			
Zip/Province Code	Country	This company and address is the:	If other, specify.

**C. Does your firm operate under any other name?**

<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other Name	

**D. Company Website**

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**E. Contact Information**

Saluation	Contact Name		Title
Phone Number	Cell Number	Fax Number	Email Address

**F. Business Type**

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**G. Federal Identification Number**

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H. State of Domestic Incorporation / Registration

I. Year Company Founded

J. CSI Codes

List specific CSI codes that apply to your scope of work. Bid Solicitations are based on CSI codes.

CSI Section No.(s)	CSI Section Description

K. Contractor Licenses

List all contractor licenses

State	License Class / Type	Expiration Date	Monetary Limit (Enter \$0 for unlimited)	State Unemployment No.

L. Has a license ever been denied or revoked?

Yes     No

If yes, please provide details.

M. Has a complaint ever been filed with a Contractors State License Board against your firm?

Yes     No

If yes, please provide details of each complaint.

N. Is your company union, non-union or both?

**O. Labor Agreement Commitments**

Please list all labor agreement commitments including the renewal date of each agreement.

Union	Local	State	Renewal Date

**P. Does an employee of Tutor Perini / Parsons, JV, directly or indirectly own a portion of your company or an affiliated company?**

Yes     No

If yes, identify the % owned and payments made during the last 3 years.

**Q. Has an employee of Tutor Perini / Parsons, JV, directly or indirectly received compensation, remuneration or any cash payment from your company or an affiliated company?**

Yes     No

If yes, identify the payments made during the last 3 years and describe the conditions under which these payments were made.

**R. Excluding normal entertainment expenses, has an employee of Tutor Perini / Parsons, JV, directly or indirectly received free gifts, goods and/or services from your company or an affiliated company?**

Yes     No

If yes, identify the value received during the last 3 years and describe the conditions under which these gifts, goods and/or services were made.

## SECTION II FINANCIAL INFORMATION

Tutor Perini / Parsons, JV will treat the financial information ("Information") you provide to us as part of this qualification process as confidential. Access to the Information shall be restricted to those Tutor Perini / Parsons, JV employees who need access to the Information to perform the qualification process. Tutor Perini / Parsons, JV will not disclose any of the Information given to it by except as required by law, without the prior written consent of the applicant.

### A. Financial Statements

Please submit to the address below:

1. Copies of your most recent interim financial statement
2. CPA prepared financial statements for the past three years.

\*\*\* Note: Please include financial statements of your parent company if you answered yes to Section I (B).

The CPA prepared financial statements must be complete, including:

Accountant's Report  
Income Statement  
Statements of Cash Flows  
Notes

Please submit financial statements to:

Tutor Perini / Parsons, JV Attn:  
Subcontractor Qualification - C. Busey  
1000 Main Street  
New Rochelle, New York 10801  
Phone Number: (914) 739-1908 Fax  
Number: (914) 739-5101

**Incomplete financial statements will delay the qualification process and may result in your rejection as a Tutor Perini/Parsons, JV qualified subcontractor.**

### B. Construction Revenue

What is your expected construction revenue this year?	
How many projects comprise this revenue figure?	

### C. Surety

Has your surety ever finished one or more of your construction projects?  Yes  No

If yes, please provide details.

Contract name	Details

### D. Completed Contracts

Indicate the number of contracts you have completed in the last 3 years in the volume ranges indicated.

Under \$250,000		\$5,000,001 to \$7,500,000	
\$250,001 to \$500,000		\$7,500,001 to \$10,000,000	
\$500,001 to \$1,000,000		\$10,000,001 to \$15,000,000	
\$1,000,001 to \$2,500,000		\$15,000,001 to \$25,000,000	
\$2,500,001 to \$5,000,000		Above \$25,000,000	

## SECTION II FINANCIAL INFORMATION

### E. Backlog

List your backlog as of today and at your year-end for the past 3 years.

As of Today	Year 1	Year 2	Year 3

### F. Bonding Capacity

Provide your aggregate bonding capacity and your single contract limit.

Single Contract	Aggregate Bonding Capacity



## SECTION IV WORK EXPERIENCE

A. How many persons does your firm presently employ?

Corporate	Field Supervisory	Trades People	Other

B. What trades do you normally Subcontract?

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C. What percentage of your work is normally subcontracted?

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D. Has your company ever petitioned for bankruptcy, failed in a business endeavor, defaulted or been terminated on a contract awarded to you?

<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide details.

E. Has your firm ever failed to complete an awarded contract?

<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please explain why the contract was not completed. Include location of project, type of work, name of Owner or Owner's Representative, General Contractor, Architect, final contract value, and value of approved change orders.

F. Has your company ever been disbarred or otherwise precluded from pursuing public work or ever been found to be non-responsive by a public agency?

<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide details.

G. Has the company (under its current or any former names), or any of the company's current or past owners, officers or managerial employees, ever been investigated or indicted by any government agency, including but not limited to: federal, state and local agencies or authorities?

<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide details.

H. Has any entity ever made a claim against your Company for defective, improper or non-conforming work, or for failing to comply with warranty obligations?

Yes  No

If yes, please provide details.

I. Has your company been involved with any claims within the last 5 years?

Yes  No

If yes, please provide details.

J. Are there any outstanding or unsatisfied judgments or claims against your Company that have resulted from litigation or any alternative dispute resolution (ADR) process?

Yes  No

If yes, please provide details.

K. Has any entity made a claim against your Company for failing to make payments to that or any other entity?

Yes  No

If yes, please provide details.

L. Have any of the Owners, officers, or major stockholders of your Company ever been indicted of convicted of any felony or other criminal conduct?

Yes  No

If yes, please provide details.

## SECTION V REFERENCES

### A. Surety

Please provide a reference from your surety stating the status of your relationship, your aggregate bonding capacity and your single contract limit. References from surety brokers must be signed as Attorney-in-Fact.

To attach your surety reference letter please use the Attachments button on the menu above or to submit your reference letter in hard copy please mail to the following:

Please submit surety reference letter to:

Tutor Perini / Parsons, JV Attn:  
Subcontractor Qualification - C. Busey

1000 Main Street  
New Rochelle, New York 10801  
Phone Number: (914) 739-1908  
Fax Number: (914) 739-5101

**Missing surety and/or bonding reference will delay the qualification process and may result in your rejection as a Tutor Perini/Parsons, JV qualified subcontractor.**

### B. Banking

Please provide a bank reference(s) indicating the status of your banking relationship, the handling of your accounts, and any credit relationships. The reference should provide general terms and conditions of each credit relationship including the total amount of credit granted, available balance, expiration date, and whether the credit is secured or unsecured.

To attach your surety reference letter please use the Attachments button on the menu above or to submit your reference letter in hard copy please mail to the following:

Please submit banking reference letter to:

Tutor Perini / Parsons, JV  
Attn: Subcontractor Qualification - C. Busey

1000 Main Street  
New Rochelle, New York 10801  
Phone Number: (914) 739-1908  
Fax Number: (914) 739-5101

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### C. Insurance

Please list your Insurance Broker / Agent.

Company Name	Contact Name	Contact Phone Number	Contact Email Address

## SECTION V REFERENCES

### D. Prime Contractors

Please list three prime contractors who you have worked frequently for over the last 3 years.

Company Name	Contact Name	Contact Phone Number	Contact Fax Number	Contact Email Address

### E. Major Suppliers

Please list three suppliers who you have used frequently over the last 3 years.

Company Name	Contact Name	Contact Phone Number	Contact Fax Number	Contact Email Address

## SECTION VI SAFETY

A. List your worker's compensation experience modification over the last three years

Current Year	Last Year	Prior Year	Prior Year

B. What is your OSHA Recordable Incident Rate over the last three years?

Current Year	Last Year	Prior Year	Prior Year

C. What is your OSHA Severity, or Lost Time Incident Rate over the last three years?

Current Year	Last Year	Prior Year	Prior Year

D. Fatalities

How many fatalities has your company had over the last three years?	
Please provide details of each fatality.	

E. OSHA Violations

How many OSHA violations has your company had over the last three years?	
Please provide details of each violation.	



**AFFIRMATION STATEMENT**

**STATE OF** \_\_\_\_\_ )

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**COUNTY OF** \_\_\_\_\_ )

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I, \_\_\_\_\_, being first duly sworn on oath, depose and state

that I am the \_\_\_\_\_ of \_\_\_\_\_,  
(Title/Position) (Company Name)

and that I have read the foregoing Subcontractor Qualification Application, and the answers made and the attachments incorporated therein are true, correct, and complete to the best of my knowledge and belief.

\_\_\_\_\_  
Signature

SUBSCRIBED and SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public