



SUBCONTRACTOR PREQUALIFICATION FORM

Upon completion please submit to our Bid Manager, Walt Whitlow via e-mail wwhitlow@harkinsbuilders.com
 Or you may submit by confidential fax to 410-480-4290 attention: Walt Whitlow
 The information provided in this prequalification form is for internal use only and will remain confidential.

TODAY'S DATE: _____

APPLICANT INFORMATION

Legal Name of Firm:		
Phone:	Fax:	
Mailing address:		
City:	State:	ZIP Code:
Web address:		

LICENSE INFORMATION

Provide a hard copy of your business license for each state.

List all states you are licensed in and their corresponding license numbers:		
Delaware	License #:	Expiration:
District of Columbia	License #:	Expiration:
Maryland	License #:	Expiration:
New Jersey	License #:	Expiration:
Pennsylvania	License #:	Expiration:
Virginia	License #:	Expiration:
North Carolina	License #:	Expiration:
South Carolina	License #:	Expiration:
Kentucky	License #:	Expiration:
Tennessee	License #:	Expiration:
Georgia	License #:	Expiration:
Alabama	License #:	Expiration:
Other	License #:	Expiration:

Internal Use Only
Qualified

Temporary

Preferred



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PRINCIPAL CONTACT INFORMATION

Principal contact:	Title:
Email:	Mobile:
Estimating contact:	Title:
E-Mail:	Mobile:

TYPES OF WORK

Check the types of projects you specialize in

<input type="checkbox"/> Student Housing	<input type="checkbox"/> Healthcare	<input type="checkbox"/> Mixed-Use
<input type="checkbox"/> Multi-family / Senior Living	<input type="checkbox"/> Rehab	<input type="checkbox"/> Military /Government
<input type="checkbox"/> Residential – Townhomes / Single Family	<input type="checkbox"/> Commercial	<input type="checkbox"/> Retail

MINORITY CERTIFICATION

Provide a copy of certification if applicable.

	Cert #	Certifying Agency		Cert #	Certifying Agency
1. LB - Large Business			8. SDBE – Small Disadvantaged Business Enterprise		
2. SB - Small Business			9. CBE - Certified Business Enterprise – Washington DC		
3. HZ - HubZone			10. SWAM – Small Woman and Minority Firm - Virginia		
4. MBE – Minority Business Enterprise			11. MDOT-MBE - Certified Minority Business Enterprise – Maryland Dept of Transportation		
5. VOSB – Veteran Owned Small Business			12. BCMBE – Certified Minority Enterprise - Baltimore City		
6. SDVOSB – Service Disabled Veteran Owned Small Business			13. BCWBE – Baltimore City Woman Business Enterprise		
7. WOSB – Woman Owned Small Business			14. Other		

INSURANCE AND WORKER COMP.

Insurance Provider:	Policy #:	Expiration Date:
Worker's Comp. Provider:	Policy #:	Expiration Date:

FINANCIALS

Year	Annual Sales	Largest Single Contract Value Material Only	Largest Single Contract Value Material and Labor
2018	\$	\$	\$
2017	\$	\$	\$
2016	\$	\$	\$

Dunn & Bradstreet number: _____ Identify # of Full time Employees _____



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CURRENT BONDING

Surety company:	Broker:
Contact person:	Phone:

WAGE SCALE WORK

Check one

- Performs Wage Scale work only
- Does not perform Wage Scale work
- Performs both Wage Scale and non-Wage Scale work

EMR RATING

List your EMR Rating for the past 3 years

1 _____

2 _____

3 _____

REFERENCES LIST THREE MAJOR SUPPLIERS

#1 Company name:	Address:
Telephone:	Contact:
#2 Company name:	Address:
Telephone:	Contact:
#3 Company name:	Address:
Telephone:	Contact:

REFERENCES

List general contractors you do business with

#1 Company name:	Address:
Telephone:	Contact:
#2 Company name:	Address:
Telephone:	Contact:
#3 Company name:	Address:
Telephone:	Contact:



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TO BE PREQUALIFIED FOR MORE THAN a \$200,000 contract, THE FOLLOWING MUST BE PROVIDED:

- A letter from your Surety outlining the single project and aggregate amounts they will issue a performance and payment bond for (we are not asking for a bond at this time).
- A copy of your latest (consolidated) financial statements, i.e., Balance Sheet, Income Statement, etc., prepared by an outside accounting firm (Audited, Reviewed or Compiled Financial Statements) AND a copy of your most recent interim financial statements.
- Please be assured your financial information will be kept confidential.
- Your pre-qualification status cannot be determined until the pre-qualification statement is accurately completed, a letter from your surety is received and the necessary financial statements are provided.

SIGNATURES

I authorize the verification of the information provided on this form is complete and accurate.

Signature of applicant:

Date:

Title:



Check or Circle all UCI codes that apply and return with prequalification form.

UCI CODE	DESCRIPTION	UCI CODE	DESCRIPTION	UCI CODE	DESCRIPTION	UCI CODE	DESCRIPTION
01030	Workman's Facilities	02760	Site Furnishings	07410	Siding	10290	Pest Control
01050	Field Office	02785	Electric Power Transmission	07420	Manufactured Roof & Wall Panels	10300	Fireplaces & Stoves
01090	Protection	02800	Landscaping	07510	Built-up Bituminous Roofing	10350	Flagpoles
01400	LEED Consultants	02900	Soil Reinforcement	07530	EPDM Roofing	10400	Identifying Devices
01401	Permit Expeditors	02980	Retaining Walls	07600	Flashing & Sheet Metal	10500	Lockers
01402	Civil Consultants	02985	Railroad Ties	07603	Sheet Metal Roofing	10501	Tenant Storage Lockers
01403	Software Consultants	03010	Concrete Work	07631	Gutter and Downspouts	10520	Fire Exting. Cabinets/Accessories
01404	Waterproofing/Mold Consultant	03020	Concrete Sealers	07800	Roof Specialties & Accessories	10530	Canopies & Awnings
01405	Structural Consultants	03100	Concrete Supplies	07810	Skylights	10550	Postal Specialties
01406	Third Party Review Consultants	03200	Concrete Reinforcement	07900	Joint Sealers	10650	Operable Partitions
01407	Fire Code Consultants	03320	Cementitious Decks & Toppings	07910	Traffic Deck Sealants	10670	Wire Shelving
01408	Roofing Consultants	03340	Structural Precast Concrete Plank	08100	Hollow Metal Doors & Frames	10800	Toilet & Bath Accessories
01409	Existing Condition Consultants	03400	Architectural Precast Concrete	08101	Metal Insulated Entry Doors	10805	Shower Doors
01410	Industrial Hygiene Consultants	03801	Concrete Heat	08120	Aluminum Clad Doors	11060	Theater & Stage Equipment
01411	Architectural Consultants	03802	Concrete Rentals	08200	Wood & Plastic Doors	11132	Projection Screens
01430	CPM Scheduling	04010	Masonry Work	08220	Prehung & Bifold Doors	11150	Parking Control Equipment
01470	Prints & Photos	04100	Masonry Supplies	08225	FRP Clad Doors	11160	Loading Dock Equipment
01480	Project Identification & Signs	04151	Scaffolding	08340	Access Doors	11172	Waste Compactors/Chutes
01500	Const. Facilities & Temp. Controls	04400	Stone & Granite	08350	Special Doors	11400	Residential Appliances
01600	Dumpsters	04500	Masonry Restoration & Cleaning	08360	Sectional Overhead Doors	11458	Washer/Dryer Commercial
01650	Safety Personnel	04700	Veneer Stone	08400	Entrances & Storefronts	11460	Unit Kitchens
02070	Surveying & Engineering	04720	Cast Stone	08500	Aluminum Windows	11480	Athletic Recreational Therapy Equip.
02071	Civil/Structural Engineers	05100	Structural Metals Framing	08530	Special Windows	11600	Laboratory Casework
02072	Environmental Engineers	05110	Steel Testing	08600	Wood & Plastic Windows	11700	Laboratory Equipment
02075	Core Drilling/Concrete Cutting	05200	Metal Joists	08710	Door Hardware	11770	Radiology Equipment
02110	Demolition	05300	Metal Decking	08800	Glazing	12300	Manufactured Casework
02111	Clearing & Grubbing	05400	Metal Roof Trusses	09100	Lath & Plaster	12345	Metal Casework
02112	Hazardous Material Abatement	05510	Metal Stairs	09250	Gypsum Board	12500	Window Treatment
02200	Earthwork	05520	Handrails & Railings	09251	Gypsum Board Supplies	12600	Furniture & Accessories
02210	Rock Blasting	05700	Ornamental Metal	09300	Tile	12670	Rugs & Mats
02230	Soil Testing & Inspection	05800	Miscellaneous Metals	09310	Ceramic Tile Distributors	13052	Saunas
02281	Soil Treatment	05810	Expansion Joint Cover Assemblies	09340	Marble	13134	Greenhouses
02300	Piles & Caissons	06001	Rough Carpentry	09500	Acoustical Treatment	13600	Pre-Engineered Buildings
02420	Sheeting & Underpinning	06100	Framing Lumber	09550	Wood Flooring	13610	Modular Buildings
02500	Utilities	06180	Wall Panel Manufacturers	09650	Carpet/Resilient Flooring	13850	Swimming Pools
02510	Utility Supplies	06190	Wood Trusses	09700	Special Flooring	14200	Elevators
02515	Unit Pavers	06200	Finish Carpentry	09800	Special Coatings	14400	Lifts
02610	Paving & Surfacing	06220	Trim	09900	Painting	15100	Mechanical Supplies
02611	Aggregate Suppliers	06240	Granite/Solid Surface Fabrications	09910	Temporary Labor	15250	Mechanical Insulation & Cleaning
02612	Temporary Roads	06260	Vinyl Railings	09920	Electrostatic Painting	15400	Plumbing
02620	Site Concrete	06400	Architectural Woodwork/Lam Plastics	09950	Wall Coverings	15510	Sprinkler
02625	Stamped Concrete	06430	Stairwork & Handrails	09980	Heat for Finishes	15600	HVAC
02640	Synthetic Surfacing	06500	Wood Decks	09989	Final Cleaning	15900	Controls & Instrumentation
02700	Line Striping	06600	Fiberglass Fabrications	09902	Finishes Rental	16100	Electrical Work
02710	Fences & Gates	06700	Rough Hardware	10100	Chalkboards	16101	NM Cable Contractors
02715	Temporary Fence & Walkway	07100	Waterproofing	10160	Metal Toilet Compartments	16110	Electrical Supplies
02720	Striping	07210	Building Insulation	10190	Compartments & Cubicles	16500	Lighting
02730	Playfield Equipment & Structures	07240	EIFS	10200	Louvers & Vents	16720	Alarm & Detection Systems
02740	Playground Equipment	07250	Fireproofing	10260	Wall & Corner Guards	16760	Telecommunications
02751	Irrigation Systems	07300	Shingles & Roofing Tiles	10270	Access Flooring	16780	Television Systems