

Subcontractor's Qualification Statement

Return the completed and signed documents to Brookstone for review. Once we have received your completed pre-qualification packet, please allow two (2) weeks for processing. At that time, you may contact us to verify the status of your application. Incomplete packets will delay the process. If you have any questions, please call our office at 713-683-8800.

Fax: 713-680-0088

Scan & E-Mail: prequal@brookstone-tx.com

Mail: 3715 Dacoma Street, Houston, TX 77092, Attention: Estimating Assistant

Subcontractor's Qualification Statement

Completed

Signed

Notarized

Exhibit "B" (Signed)

Exhibit "C" (Signed)

Insurance Certificate (Attach Sample)

Subcontract Draft (Signed)

Certificates Attached (If Applicable)

HUB

WBE

Other: _____

DBE

M/WBE

MBE

SBE

Subcontractor's Qualification Statement

Date Submitted:

Company:

Physical Address:

Mailing Address:

Contact for additional information:

Contact for bid proposals:

Contact:

Contact:

Title:

Title:

Telephone:

Telephone:

Fax:

Fax:

Email address:

Email address:

1. COMPANY INFORMATION

1.1 Subcontractor

Material Supplier

General Contractor

1.2 Company location serving the Houston area: #####

1.3 Location of principal office: #####

1.4 Year founded: #####

1.5 Year present management/ownership joined or assumed control of firm (Name/Title/Year):#####

1.6 Describe in your own words services rendered or products provided by your firm:

Subcontractor's Qualification Statement

1.7 CSI Division or Divisions of Work: [Designate specific code(s) or choose below]

___ 01400	Materials Testing	___ 07610	Metal Roofing / Siding	___ 10520	Fire Extinguishers & Cabinets
___ 01740	Final Clean	___ 07810	Fireproofing	___ 10530	Covered Walkways & Awnings
___ 01745	Restoration	___ 07900	Joint Sealants	___ 10605	Wire Mesh Partitions
___ 02060	Demolition	___ 08001	Installation of Doors / Hardware	___ 10650	Operable Partitions
___ 02080	Abatement	___ 08110	Metal Doors & Frames	___ 10670	Metal Shelving
___ 02300	Earthwork	___ 08120	Aluminum Doors and Frames	___ 10810	Toilet Accessories
___ 02360	Termite Treatment	___ 08210	Wood & PLAM Doors	___ 11060	Theater Equipment
___ 02370	Erosion Control	___ 08300	Specialty Doors	___ 11130	Audio / Video Systems
___ 02500	Site Utilities	___ 08360	Overhead Doors	___ 11132	Projection Screens
___ 02740	Asphalt Paving	___ 08460	Automatic Doors	___ 11160	Loading Dock Equipment
___ 02780	Unit Pavers	___ 08710	Door Hardware	___ 11400	Foodservice Equipment
___ 02781	Retaining Walls	___ 08800	Glass & Glazing	___ 11450	Residential Appliances
___ 02810	Irrigation	___ 09220	Lath & Plaster	___ 11480	Sports Equipment
___ 02820	Fencing	___ 09250	Drywall	___ 11482	Scoreboards
___ 02840	Pavement Markings	___ 09300	Tile	___ 12170	Stained Glass
___ 02900	Landscaping	___ 09400	Terrazzo	___ 12320	Casework
___ 02910	Playground Equipment	___ 09510	Acoustical Ceilings	___ 12350	Lab Casework
___ 03300	Concrete	___ 09511	Acoustical Panels	___ 12480	Rugs & Mats
___ 03360	Concrete Finishes	___ 09545	Tectum Decking / Panels	___ 12490	Window Treatments
___ 03400	Precast Concrete	___ 09620	Specialty Sport Flooring	___ 12630	Stadium & Arena Seating
___ 03520	Light Weight Concrete	___ 09621	Seal / Stain Concrete	___ 12660	Telescoping Stands
___ 04200	Masonry	___ 09640	Wood Flooring	___ 13120	Pre-Engineered Bleachers
___ 05120	Steel Fabricator	___ 09650	Resilient Flooring	___ 13129	Pre-Engineered Buildings
___ 05121	Steel Erector	___ 09680	Carpet	___ 13150	Pools
___ 05500	Misc Metal Fabrications	___ 09900	Paint & Wallcovering	___ 14200	Elevators
___ 05700	Ornamental Metals	___ 09960	High-Performance Coatings	___ 14300	Escalators / Moving Walks
___ 05701	Stainless Steel Fabrications	___ 10001	Installation of Div 10 Specialties	___ 14400	Lifts
___ 05702	Aluminum Fabrications	___ 10100	Visual Display Boards	___ 15300	Fire Protection
___ 05810	Expansion Joint Cover Assemblies	___ 10160	Toilet Partitions	___ 15400	Plumbing
___ 06110	Wood Framing	___ 10191	Cubicle Curtains	___ 15401	Site Utilities
___ 06170	Prefab Wood / Metal Trusses	___ 10210	Louvers	___ 15500	HVAC
___ 06180	Glue-Lam Beams / Trusses	___ 10250	FRP Walls	___ 16001	Electrical
___ 06400	Millwork	___ 10260	Wall & Corner Guards	___ 16670	Lightning Protection
___ 07100	Dampproofing / Waterproofing	___ 10270	Access Flooring	___ 16700	Fire Detection & Alarm
___ 07210	Insulation	___ 10341	Steeples & Cupolas	___ 17100	Technical Cabling
___ 07310	Asphalt Shingle Roofing	___ 10350	Flagpoles	___ 17200	Voice & Data Systems
___ 07430	Composite Panels	___ 10400	Graphics & Signage	___ 17400	Audio / Video Systems
___ 07510	Built-Up Roofing	___ 10430	Display Cases	___ 17700	Intercom & Paging Systems
___ 07511	Single-Ply Roofing	___ 10500	Lockers	___ 17900	Security / Access Systems
___ Other:	_____				

1.8 Professional affiliations: AGC ABC ASA

Subcontractor's Qualification Statement

1.9 Other Certifications:

- Minority Business Enterprise (MBE or M/WBE)
- Women Business Enterprise (WBE or M/WBE)
- Disadvantaged Business Enterprise (DBE)
- Small Business Enterprise (SBE)
- State of Texas Historically Underutilized Business (HUB)
- Other: _____

Certified by: (Attach copies of all certifications)

- Federal
- State of Texas
- City of Houston
- Houston Minority Supplier Dev. Council
- Women's Business Enterprise Alliance
- Other: _____

1.10 Geographic capabilities (Percentage executed in previous 12 months):

_____ % Harris County

_____ % Adjacent Counties: Montgomery Liberty Chambers Galveston
 Brazoria Ft. Bend Waller

_____ % Other areas in Texas

_____ % Out of State List States: _____

1.11 Approach to work (Percentage executed in previous 12 months):

_____ % Negotiated Work _____ % Service Work
_____ % Competitive Bid Work _____ % General Contractor Work

1.12 Additional Services offered:

_____ Conceptual Estimating _____ Value Engineering
_____ Design/Build _____ Other: _____

1.13 Construction Specialties (Percentage executed in previous 12 months):

_____ % Retail	_____ % Industrial Buildings	_____ % Bldg. Modernization
_____ % Office Buildings	_____ % Residential Buildings	_____ % Churches
_____ % Multi-Family Housing	_____ % Site Development	_____ % Educational Facilities
_____ % Metal Buildings	_____ % Manufacturing Facilities	_____ % Medical Facilities
_____ % Tenant Finish-out	_____ % Warehouses	_____ % Hotels
_____ % Government Projects	_____ % Historical Restoration/Renovation	

1.14 Other areas of special expertise:

1.15 Typical Subcontract/Purchase Order Range (Approximate):

_____ % Under \$50,000 _____ % \$250,000 to \$1 million _____ % \$2.5 - \$5 million
_____ % \$50,000 to \$250,000 _____ % \$1.0 - \$2.5 million _____ % Over \$10 million

1.16 Overall Project Sizes (if known) – Approximate percent of work executed during previous five (5) years in each of the following estimated **total-project construction cost** ranges.

_____ % Under \$1 million _____ % \$2.5 - \$5 million
_____ % \$1 - \$2.5 million _____ % Over \$5 million

Subcontractor's Qualification Statement

1.17 Construction Volume for the past five (5) years:

Year: 2010 \$ #####
Year: 2009 \$ #####
Year: 2008 \$ #####
Year: 2007 \$ #####
Year: 2006 \$ #####

2. PERSONNEL INFORMATION

2.1 Number of full-time, salaried employees:

Office: _____ Field Superintendents: _____

2.2 Average years of these employees' service with company:

Office: _____ Field Superintendents: _____

2.3 Names of Estimators

Area of Specialty

_____	_____
_____	_____
_____	_____

2.4 Name of Project Managers

Area of Specialty

_____	_____
_____	_____
_____	_____

2.5 Resumes on:

Officers	<input type="checkbox"/> Available	<input type="checkbox"/> Attached
Project Managers/Engineers	<input type="checkbox"/> Available	<input type="checkbox"/> Attached
Estimators	<input type="checkbox"/> Available	<input type="checkbox"/> Attached
Superintendents	<input type="checkbox"/> Available	<input type="checkbox"/> Attached

2.6 Labor Force

2.6.1 What is the range of numbers of craftsmen in your employ? _____ to _____

2.6.2 Average years of these employees' service with company: _____ to _____

2.6.3 On average, what percent of work does your firm typically do with its own forces? _____%

2.6.4 Labor is hired as:

Employees on an hourly basis

Employees on a piece work basis

Independent Contractors (Explain insurance requirements below.)

Subcontractor's Qualification Statement

3. BONDING, INSURANCE AND FINANCIAL INFORMATION

3.1 Bonding

3.1.1. Is your firm able to provide Performance and Payment Bonds? Yes No

3.1.2. Bonding Company:

Bonding Agent:

Phone:

3.1.3. Bonding limit: Aggregate: \$_____

Single Job: \$_____

3.1.4. Bond Percent of Cost: _____%

3.1.5. Amount of work presently under contract: \$_____

3.1.6. Current backlog: \$_____

3.2. Insurance

3.2.1. Insurance Carrier:

3.2.2. Insurance Agent:

Phone:

3.2.3. Do you carry Workers' Compensation insurance? Yes No

Limits for workers' compensation insurance: \$_____

Carrier (if different than 3.2.1):

3.2.4. Do you carry General Liability insurance? Yes No

Limits for general liability insurance: \$_____

General Aggregate Limit applies per: Policy Project Location

Carrier (if different than 3.2.1):

3.2.5. Auto Liability: Yes No Amount: \$_____

Carrier (if different than 3.2.1):

3.2.6. Umbrella: Yes No Amount: \$_____

Carrier (if different than 3.2.1):

3.2.7. Attach current insurance certificate **(REQUIRED)**

Subcontractor's Qualification Statement

3.3. Financial

3.3.1. Financial Institution:

3.3.2. Banking Officer:

Phone:

3.3.3. Federal Tax I.D. Number:

3.3.4. Current balance sheet: Available Attached

3.3.5. Credit rating (if available): _____ Dun & Bradstreet DUNS No.:

Other: _____

4. SAFETY INFORMATION

4.1. Do you have a qualified full-time safety director? Yes No

If yes, please name:

4.2. Do you have an active and written safety program? Yes No

If yes, please provide a copy.

4.2.1. Does it include HazCom? Yes No

4.2.2. Has your company implemented 100%
Fall Protection for all of your projects? Yes No

4.3. Do you have the following training for employees:

4.3.1. FA / CPR Training? Yes No

4.3.2. OSHA 10-Hour Training? Yes No

4.3.3. OSHA 30-Hour Training? Yes No

4.4. Do you have a new employee safety orientation? Yes No

4.5. Do you hold site safety meetings for:

Field Supervisors How Often? _____

Field Employees How Often? _____

4.6. Do you perform field inspections? Yes No

If yes, how often? _____

4.7. Does your safety program include drug testing? Yes No

If yes, does it include: Pre-employment Random For Cause

4.8. OSHA 300 Log:	<u>Current Year</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>
Experience Modification Rate (EMR)	_____	_____	_____	_____	_____	_____
Verify with an attached letter from insurance carrier.						
Lost Time Accidents	_____	_____	_____	_____	_____	_____
Total Employee Hours Worked	_____	_____	_____	_____	_____	_____
Lost Time Incident Rate (LTIR)	_____	_____	_____	_____	_____	_____

Subcontractor's Qualification Statement

OSHA Inspections _____

OSHA Citations _____

Does your company have any willful violations? If yes, please explain in detail. Attach additional pages if necessary. _____

4.9 Provide OSHA 300A Summary for the five (5) previous years.

5. REFERENCE INFORMATION

5.1. List five (5) recently completed projects:

Project 1: Description: _____

Owner Reference and Phone: _____

Architect Reference and Phone: _____

General Contractor and Phone: _____

Value of Subcontract/P.O. (\$): _____

Negotiated/Competitive Bid Contract: _____

Total Value of Project (\$): _____

Completion Date: _____

Project 2: Description: _____

Owner Reference and Phone: _____

Architect Reference and Phone: _____

General Contractor and Phone: _____

Value of Subcontract/P.O. (\$): _____

Negotiated/Competitive Bid Contract: _____

Total Value of Project (\$): _____

Completion Date: _____

Project 3: Description: _____

Owner Reference and Phone: _____

Architect Reference and Phone: _____

General Contractor and Phone: _____

Value of Subcontract/P.O. (\$): _____

Negotiated/Competitive Bid Contract: _____

Total Value of Project (\$): _____

Completion Date: _____

Subcontractor's Qualification Statement

Project 4: Description: _____
Owner Reference and Phone: _____
Architect Reference and Phone: _____
General Contractor and Phone: _____
Value of Subcontract/P.O. (\$): _____
Negotiated/Competitive Bid Contract: _____
Total Value of Project (\$): _____
Completion Date: _____

Project 5: Description: _____
Owner Reference and Phone: _____
Architect Reference and Phone: _____
General Contractor and Phone: _____
Value of Subcontract/P.O. (\$): _____
Negotiated/Competitive Bid Contract: _____
Total Value of Project (\$): _____
Completion Date: _____

List major construction projects in progress. Give the name and phone number of the owner, architect, contract amount, percent complete and scheduled completion date. (Attach additional sheets if needed.)

5.2. Trade References – List five (5) subcontractor/supplier/service references:

	<u>Company</u>	<u>Contact</u>	<u>Phone</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

Subcontractor's Qualification Statement

6. SIGNATURE

6.1. Name of Organization: _____

Signature: _____

Title: _____

Date: _____

6.2. _____, being duly sworn deposes and says that the information provided herein is true and sufficiently complete so as not to be misleading.

Subscribed and sworn before me this ____ day of _____, 20____

Notary Public:

My Commission Expires: _____