



January 2, 2023


Subcontractor Pre-Qualification Instructions

To Whom It Concerns:

At Summit, we seek to partner with Contractors & Vendors of the highest quality and standards with whom we share similar goals. Our Subcontract Pre-Qualification process will help us determine which prospective partners are qualified for the work Summit performs, as well as identify the appropriate opportunities for partnership.

Please complete, in full, the attached Subcontractor Qualification Statement and return with the applicable submittal documents. For any items which do not apply, please note "Not Applicable" or N/A. Note that incomplete Qualification Statements cannot be processed and that an approved Pre-Qualification is required to prior to working with Summit. Additionally, a completed and/or approved Pre-Qualification does not guarantee work.

Thank you for your interest in partnering with Summit Industrial.



Joshua D. Johnson
Chief Operating Officer

PLEASE CHECK ALL ITEMS ENCLOSED

- Completed Pre-Qualification Form
- OSHA Logs (Previous 3 Years)
- OSHA Citation/Jobsite Incident Write-up (if applicable)
- Copy of Corporate Safety Manual
- EMR Letter on Insurance Carrier's Letterhead
- List of State Licenses and License Numbers
- Construction Experience and References
- Copy of W-9
- Audited Financials (Previous 2 Years)
- Bonding Capacity on Surety's Letterhead (if applicable)
- Sample Certification of Insurance

Attachments:
Subcontractor Qualification Statement



Subcontractor Qualification Statement

Contact Information

Contractor Name: _____

Address: _____

Principle Contact: _____

Phone Number: _____

Email Address: _____

I. Employees (Avg Number over last 2 years)

Corporate and Satellite Office: _____

Field Construction Management: _____

Field Construction Staff: _____

II. Financial Data

**Please attach Audited Financial Statements for previous 2 years

Annual Revenue	Total Man Hours
2022 _____	2022 _____
2021 _____	2021 _____
2020 _____	2020 _____

Largest Contract Completed _____

Project Name: _____

Project Description: _____

Date Completed: _____

D & B # _____ Rating: _____

Surety: _____ Rate: _____

III. Construction Experience

**Please attach lists of the following items:

- | | |
|---|---|
| A. Current Projects Under Contract | **Items A and B should include the following at a minimum |
| B. Projects completed in the last 2 years | 1. Location of project and Owner |
| C. List of 5 Construction References | 2. Description of work performed |
| | 3. Final Contract Value |

IV. Labor Affiliation (Check One)

Merit Shop Union Both

V. Affiliated Programs (Check all that apply)

MBE DBE WBE Other: _____

VI. Qualified Project Locations

**Please attach a list of work location and applicable license numbers for those locations

VII. Safety Record (Section Must be Completed in Full)

**Please attach a copy of your company's safety program for the current year

**Please attach a copy of your company's OSHA 300 and 300-A logs

EMR	LTIR	TRIR	DART
2022 _____	2022 _____	2022 _____	2022 _____
2021 _____	2021 _____	2021 _____	2021 _____
2020 _____	2020 _____	2020 _____	2020 _____

OSHA Citations within the past 3 years: _____

Jobsite Fatalities within the past 3 years: _____

***Please attach a detailed write up and corresponding corrective actions for all OSHA citations and/or jobsite fatalities from the past 3 Years