



**REQUEST FOR NEW OR UPDATED SUBCONTRACTOR INFORMATION**

Please complete the following and fax to: 724-483-0177 or mail to the address listed below.

If you would like to include a company brochure please send to the address listed below.

Company Name \_\_\_\_\_

Mailing and Shipping Address \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

- If applicable, please provide UPS/FedEx Account Number \_\_\_\_\_

**PLEASE LIST A VALID EMAIL ADDRESS FOR ALL CONTACTS**

- Owner/President of Company \_\_\_\_\_  
Email Address \_\_\_\_\_  
Mobile Phone Number \_\_\_\_\_

- Estimating/Sales Contact Person(s) \_\_\_\_\_  
Email Address \_\_\_\_\_  
Mobile Phone Number \_\_\_\_\_

- Project Management Contact Person(s) \_\_\_\_\_  
Email Address \_\_\_\_\_  
Mobile Phone Number \_\_\_\_\_

- Accounting Contact Person(s) \_\_\_\_\_  
Email Address \_\_\_\_\_

- Company Website address \_\_\_\_\_

- Federal ID # (F.I.N.) \_\_\_\_\_

- Please list the trades you would like to bid (CSI Codes) \_\_\_\_\_

- Are you UNION or OPEN SHOP? \_\_\_\_\_

- Do you bid PREVAILING WAGE, OPEN SHOP or BOTH? \_\_\_\_\_

- Status MBE/WBE Certified? \_\_\_\_\_

- Size of project you are capable of performing? \_\_\_\_\_ \$

- Largest Completed Project? \_\_\_\_\_ \$

- Sales volume of work did you do in 2008 \_\_\_\_\_ 2009 \_\_\_\_\_ 2010 \_\_\_\_\_

- Do you do Design Build Work? \_\_\_\_\_

- Sealed Engineered Drawing Capabilities? \_\_\_\_\_

- State License(s)? \_\_\_\_\_

- Bonding Company Name and Bonding Level? \_\_\_\_\_

- Years in business under current name? \_\_\_\_\_

- How many people do you employ now? \_\_\_\_\_

- Manpower capabilities? \_\_\_\_\_

- Does your company own any equipment? \_\_\_\_\_