

CHAMP PREQUALIFICATION GUIDELINES
FOR LOWER-TIER BUILD SUBCONTRACTORS

Introduction:

The CHAMP Subcontractor, when fulfilling its obligations to compete lower-tier build efforts, shall ensure it secures qualified sources leveraging the guidelines below, at a minimum. The CHAMP Subcontractor should obtain recommendations of local qualified lower-tier construction subcontractors from the applicable Participating Site and other sources known to the CHAMP Subcontractor.

Qualifications:

1) Experience

Lower-tier build Subcontractors should demonstrate relevant experience and capabilities for supporting modification or replacement of HVAC infrastructure. Therefore, please provide the following:

- Description of relevant projects completed in the past three years
- Value of the work performed by the contractor's own forces on all projects listed above.
- Name and phone number of the owner's representative for each project listed above.

2) Financial Data

Lower-tier build Subcontractors should establish financial stability to perform work with copies of Income Statements, Cash Flow Statements and Balance Sheets (audited or un-audited) for the last two years.

3) Surety

Unless the Subcontractor is providing bonding, the Lower-tier build Subcontractors should demonstrate appropriate bonding capacity by providing the name of present surety with a certification from the surety confirming:

- The number of times it has completed contractor's work in the past five years.
- Total bonding capacity of the contractor in dollars.
- Available bonding capacity of the contractor at time of response in dollars.

Note: Surety must be listed on the Department of the Treasury's Listing of Approved Sureties.

4) Insurance

Unless the Subcontractor is providing coverage for lower-tiers, the Lower-tier build Subcontractor should demonstrate the ability to maintain appropriate levels of insurance coverage with the INDEMNIFICATION AND INSURANCE PROVISIONS FOR DESIGN-BUILD CONSTRUCTION SERVICES-CHAMP Incorporated Document in the MTA.

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5) Safety Records

Lower-tier build subcontractors should demonstrate their ability to work safely by providing the following:

- Completed "Subcontractor Safety Prequalification Questionnaire". (Enclosed).
- Provide the contractor's NAICS code for OSHA reporting purposes.

6) Contractor License

Licenses are preferred but not required; if licensed, the lower-tier subcontractors should provide copies of their Contractor Licenses and date of expiration.

7) Staffing

Provide a statement identifying the number of US Citizens employed, or the ability to staff projects adequately with US Citizens.