



# Subcontractor Prequalification Packet

Prequalification form for prospective subcontractors

H2IG-FRM-SUB-PQ-01

External Use

## INSTRUCTIONS

Complete all shaded fields electronically and attach supporting documents where applicable. Use additional sheets if more space is needed for references, project history, or equipment lists.

## A. Company Information

LEGAL NAME

DBA

EIN

YEAR ESTABLISHED

BUSINESS STRUCTURE

PRIMARY CONTACT

PHONE

EMAIL

BUSINESS ADDRESS

## B. Financial Profile

ANNUAL REVENUE

CURRENT BACKLOG

BONDING CAPACITY (IF APPLICABLE)

BANK REFERENCE

## C. Insurance and Risk Profile

COI ATTACHED

Yes  No

LICENSE ATTACHED

Yes  No

DOT REGISTRATION

Yes  No

TRACKING SYSTEMS

Yes  No

EMR

OSHA CITATIONS (LAST 3 YEARS)

CLAIMS HISTORY (LAST 5 YEARS)



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## D. Safety Program

WRITTEN SAFETY PROGRAM

Yes  No

DAILY JOB BRIEFINGS

Yes  No

DEDICATED SAFETY OFFICER

Yes  No

TRAINING CERTIFICATIONS HELD BY EMPLOYEES

## E. Workforce and Supervision

TOTAL EMPLOYEES

NUMBER OF CREWS

CREW STRUCTURE

AVERAGE YEARS EXPERIENCE OF EMPLOYEES

## F. Production Metrics

AVERAGE DAILY BORE FOOTAGE PER DRILL

AVERAGE DAILY TRENCH FOOTAGE

RESTORATION CYCLE TIME

## G. Equipment Inventory

LIST MAJOR EQUIPMENT INCLUDING HDD DRILLS, VAC TRUCKS, MINI EXCAVATORS, FIBER BLOWING EQUIPMENT, AND SUPPORT EQUIPMENT



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## H. Experience and Project History

PRIMARY WORK TYPES (GREENFIELD, SUBDIVISION, LONG LINES, ETC.)

GEOGRAPHIC AREAS SERVED

LARGEST PROJECT COMPLETED (SIZE OF BUILD, PASSES, TOTAL FOOTAGE, OR SIMILAR SCOPE)

## Recent Projects

Customer	Area / Market	Scope Completed

## References

Company / Client	Contact Name	Phone / Email	Work Performed



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## I. Compliance and Legal

BANKRUPTCY IN LAST 7 YEARS

Yes  No

PENDING LAWSUITS

Yes  No

COMFORTABLE WITH ELECTRONIC TRACKING

Yes  No

IF YES TO BANKRUPTCY OR PENDING LAWSUITS, PROVIDE DETAILS

## Certification

The undersigned certifies that the information provided in this packet is complete and accurate to the best of their knowledge.

SUBCONTRACTOR

AUTHORIZED REPRESENTATIVE

DATE

SIGNATURE / TYPED NAME

TITLE