



SES group of companies
Subcontractor Prequalification Questionnaire

Dear Prospective Subcontractor:

Thank you for your interest in working with the SES group of companies. The prequalification process allows us to verify your ability to meet current contractual obligations and/or qualify for future projects.

This document must be filled out completely and returned in its entirety. Please submit by email to the person who requested it or to subcontractrequests@specproenv.com. Hard copies should not be submitted unless specifically requested.

Information included in the prequalification may need to be updated yearly, at a minimum. All information given will remain strictly confidential. Your information will be reviewed and may be subject to yearly audits by our insurance provider or surety.

Once everything is in compliance, your company's information will be added to a list of approved bidders for future projects.

Please note that submitting prequalification information or being notified that your prequalification information has been accepted, does not guarantee your firm will be solicited or considered for future projects. It is at the discretion of each project's management authorized team members to determine which contractors will be solicited. Criteria used to determine bidders includes but is not limited to: recent and relevant project performance experience, project size, project complexity, financial stability, ability to meet insurance requirements, ability to meet project schedule, ability to bond the projects, if required, and requirements outlined in our Client's RFP, etc.

Date of Application: _____

COMPANY INFORMATION

Company Name:		Contact Name:
Principal Address:		Contact Title and Email:
Local Office Address:		Trade Specialty
Phone:		Fax:
Years in Business:	Number of Employees:	Primary NAICS Code:

Do your employees belong to a union? YES NO Has your company prepared/submitted certified payrolls before? YES NO

TYPE OF BUSINESS/BUSINESS CLASS (check one in each section)

<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation (incorporated in state of _____) <input type="checkbox"/> Partnership <input type="checkbox"/> Non-Profit Organization <input type="checkbox"/> Other: _____	<input type="checkbox"/> 8(a) small disadvantaged business <input type="checkbox"/> Other small disadvantaged business <input type="checkbox"/> Woman-Owned Small Disadvantaged Business <input type="checkbox"/> Service-Veteran Disabled Veteran-Owned Small Business <input type="checkbox"/> Veteran-Owned Small Business <input type="checkbox"/> HUBZone Small Business <input type="checkbox"/> Other Small Business <input type="checkbox"/> Large Business
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If uncertain as to which business class applies, see CFR Title 13, subparts 121.410 and 121.411. Further guidance regarding appropriate size standards may be found at <http://www.sba.gov/size> as well as FAR 19.7 or 52.219-8.

If company is an outgrowth, continuation or reorganization of a previous business, please list the name and address of each predecessor on an additional sheet.

CERTIFICATE OF INSURANCE

Provide a current informational insurance certificate showing that Company maintains Commercial General Liability, Business Automobile, Worker's Compensation and Employer's Liability (and Professional Liability, if checked).

REPRESENTATIONS AND CERTIFICATIONS

Does your company maintain its Reps and Certs on the Government's System for Award Management (SAM) website?

YES NO

Financial Information Section

Please complete the entire Subcontractor Financial Information Form. **Do not leave any blanks**; use "N/A" in areas that are not applicable to your company. Please note that intentionally providing or misleading answers to any of the questions below will be a cause for the elimination of your company from our prequalification process, and/or from being considered for a prequalification analysis in the future.

DUN & BRADSTREET INFORMATION

Is your company listed in Dun & Bradstreet?

YES NO

If "Yes," please provide the following:

D&B number: _____

Your company's D&B financial rating for the current year:

Year _____ Rating _____

Has your D&B rating changed in the past 3 years?

YES NO

If "Yes," please list the previous years and rating(s) below:

Year _____ Rating _____

Year _____ Rating _____

Year _____ Rating _____

HISTORICAL INFORMATION

Within the past 5 years, has your company been in any of the following circumstances? (For any question answered "yes," please attach detailed explanation.)

Filed for bankruptcy under any of the bankruptcy codes? If "Yes," provide dates and explanation.

YES NO

Had a business license or certificate suspended; company suspended, debarred, disqualified; or otherwise from prohibited from bidding on, or completing any government agency or public works project? If "Yes," provide dates, type of license or certificate, and explanation.

YES NO

Had a client process a court filing or submit for arbitration a claim against your company concerning your work on a project? If "Yes," please state the dates and explanation.

YES NO

Processed a court filing or submitted for arbitration a claim against a client concerning work on a project? If "Yes," please state the dates and an explanation.

YES NO

Had a surety make payments on your company's behalf to satisfy a claim made against a performance or payment bond issued on your company's behalf in connection with a construction project, either private or public? If "Yes," please state the dates and an explanation.

YES NO

Had an insurance carrier or any form of insurance, cancel or deny any form of insurance or refuse to renew an insurance policy for your company? If "Yes," please state the dates and an explanation.

YES NO

Are there any pending lawsuits or labor law violations filed against your company? If "Yes," please state the dates and an explanation.

YES NO

Has your company filed any lawsuits or requested arbitration with regard to construction or engineering contracts? If "Yes," please state the dates and an explanation.

YES NO

Been terminated for cause by a client concerning work on a project? If "Yes," please state the dates and provide an explanation.

YES NO

Has your company ever failed to complete a project? If "Yes," please state the date(s) and an explanation.

YES NO

Has your company ever walked off of a job site due to a dispute with a Contractor? If "Yes," please state the date(s) and provide an explanation.

YES NO

BONDING INFORMATION	
Name of Surety Company:	Bonding Capacity:
Address:	Current Amount Bonded:
Contact Name:	Contact Title:

PROFESSIONAL REFERENCES	
<i>Provide three references from General Contractors, Construction Managers, or any other company/individual who has worked with your firm in the past 5 years and who has direct knowledge of your capabilities. Do not leave any blanks.</i>	
1. Name of Client and Project:	
Address:	
Contact Name:	Contact Title:
Contact Email:	Contact Phone:
2. Name of Client and Project:	
Address:	
Contact Name:	Contact Title:
Contact Email:	Contact Phone:
3. Name of Client and Project:	
Address:	
Contact Name:	Contact Title:
Contact Email:	Contact Phone:

TRADE/CREDIT REFERENCES	
<i>Provide three trade references of suppliers, equipment providers, etc., that your company has a current account with. Do not leave any blanks.</i>	
1. Name of Business:	
Address:	
Contact Name:	Contact Title:
Contact Email:	Contact Phone:
2. Name of Business:	
Address:	
Contact Name:	Contact Title:
Contact Email:	Contact Phone:
3. Name of Business:	
Address:	
Contact Name:	Contact Title:
Contact Email:	Contact Phone:

Authorized Company Representative:	
<i>SES group of companies will use this document as part of its prequalification process. By submitting this form, signer (sender) represents the information provided is complete and accurate as of the date of submission. You hereby authorize the release to SES group of companies and any assignee or potential assignee thereof.</i>	
Signature:	Printed Name:
Title:	Phone:
Date:	Email:

Information provided herein is considered company confidential and will not be shared with another party without the express written consent of the provider.