



ENGINEERED CONSTRUCTION, INC.

“Creating environments that build our PARTNERS’ DREAMS”

Thank you for your interest in bidding on Engineered Construction, Inc. projects. We would like to know more about your company. Please provide the following information:

Company Name _____ Union? Yes ___ No ___
Address _____
Phone _____ Website _____

List the Principals of the Company _____
How many years has the firm been working under the current owners/principals? _____

List all types of work that your firm performs _____
Provide a description of the range of size (dollar amount) and type of projects your firm is interested in doing. _____

How many people work in your home office? _____
What is the average number of people that work for your firm in the field? _____
What is the average number of foreman of superintendents that your firm employs? _____

What geographical area is your firm interested in working? _____
Provide a brief summary of your firm’s current safety policies and procedures _____

Provide at least 3 references for your firm: Include contact names and telephone numbers of clients that you have worked for in the past 4 years. _____

Provide the names and contact information for the estimators you want plans sent to for bidding. _____

If you are invited to bid on a potential project, please be aware of the following procedures and requirements for subcontractors on Engineered Construction, Inc. projects:

- 1) Certificate of Insurance is required before beginning work, containing proof of:
 - a) General Liability Coverage, with EC named as an Additional Insured.
 - i) Additional Insured coverage can be blanket (covering all jobs worked for EC) or job-specific.
 - (1) If blanket, a new certificate must be sent every year.
 - (2) If job-specific, a new certificate must be sent every time you start a new project for EC, noting which job the certificate is covering.
 - b) Worker’s Comp Coverage.
- 2) File a W-9 with EC.
- 3) Sign and return the EC Purchase Order before beginning work, and sign and return all subsequent Change Orders ASAP.
- 4) Subcontractors are paid each 10th and 25th for work completed **upon EC’s receipt of payment for said work.**
- 5) EC typically holds 10% retainage on work performed, which is paid after the final payment is received from the client.
- 6) You must sign and return the Waivers of Lien sent with each check.