

# TRADE PARTNER PREQUALIFICATION FORM

Snyder Construction Group requires that you provide the following information to prequalify your firm to be added to our list of trade partners. Upon receipt of the completed document and approval, your firm will be added as one of our valued trade partners and will start receiving bid invitations on our behalf from Gradebeam. Please email the completed document to any of the contacts below. We look forward to working with you in the near future.

The contact personnel for the Pre-Construction department is listed below.

**Director of Pre-Construction:** Josh Stringer ([j.stringer@snydercg.com](mailto:j.stringer@snydercg.com))

**Estimator:** Jordan Irwin ([j.irwin@snydercg.com](mailto:j.irwin@snydercg.com))

**Estimator:** David Hays ([d.hays@snydercg.com](mailto:d.hays@snydercg.com))

**Estimating Assistant:** Randy Hawkins ([r.hawkins@snydercg.com](mailto:r.hawkins@snydercg.com))

---

## TRADE PARTNER INFORMATION

---

Organization Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Website: \_\_\_\_\_

Principal Personnel Contact(s): \_\_\_\_\_

Principal Email Address(es): \_\_\_\_\_

Principal Mobile Number(s): \_\_\_\_\_

Estimating Personnel Contact(s): \_\_\_\_\_

Estimating Email Address(es): \_\_\_\_\_

Estimating Contact Cell Number(s): \_\_\_\_\_

Is Your Organization WBE/MBE Certified? Yes \_\_\_\_\_ No \_\_\_\_\_

Is Your Organization: \_\_\_\_\_ Union \_\_\_\_\_ Non-Union \_\_\_\_\_ Both

---

**SCOPES OF WORK:**

CSI Code: \_\_\_\_\_ Description: \_\_\_\_\_

CSI Code: \_\_\_\_\_ Description: \_\_\_\_\_

CSI Code: \_\_\_\_\_ Description: \_\_\_\_\_

CSI Code: \_\_\_\_\_ Description: \_\_\_\_\_

CSI Code: \_\_\_\_\_ Description: \_\_\_\_\_

---

**GEOGRAPHIC WORK AREAS:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**LARGEST CONTRACT COMPLETED:**

Contract Amount: \_\_\_\_\_

Year: \_\_\_\_\_

Project Name: \_\_\_\_\_

Scope of Work: \_\_\_\_\_

---

**AVERAGE ANNUAL VOLUME OF WORK PERFORMED OVER PAST THREE YEARS:**

Year 1 (Previous Year): \_\_\_\_\_

Year 2: \_\_\_\_\_

Year 3: \_\_\_\_\_

---

**INSURANCE:** Please attach a Certificate of Insurance

---

**BONDING:**

Surety Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Person of Contact: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Bonding Capacity Per Project: \_\_\_\_\_  
Aggregate: \_\_\_\_\_  
Bond Rate (%): \_\_\_\_\_

---

**TRADE REFERENCES:**

**Trade Reference #1**

Organization Name: \_\_\_\_\_  
Person of Contact: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**Trade Reference #2**

Organization Name: \_\_\_\_\_  
Person of Contact: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**Trade Reference #3**

Organization Name: \_\_\_\_\_  
Person of Contact: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

---

**LEGAL INFORMATION**

Has your company or any of its principals ever petitioned for bankruptcy, failed in business, defaulted or been terminated on a contract awarded to you?

Yes \_\_\_\_\_ No \_\_\_\_\_

Explanation (If Marked Yes):

---

---

---

---

---

---

---

---

Does your company have any outstanding judgments or claims against it?

Yes \_\_\_\_\_ No \_\_\_\_\_

Explanation (If Marked Yes):

---

---

---

---

---

---

---

---

Has your company experienced a change of ownership in the past two years, or are you planning a change of ownership within the next 90 days?

Yes \_\_\_\_\_ No \_\_\_\_\_

Explanation (If Marked Yes):

---

---

---

---

---

---

---

---

Has your company been investigated for and been found to have committed a violation of any labor laws?

Yes \_\_\_\_\_ No \_\_\_\_\_

Explanation (If Marked Yes):

---

---

---

---

---

---

---

---

Has your company filed any lawsuits or requested arbitration or mediation with regard to construction contracts within the past five years?

Yes \_\_\_\_\_ No \_\_\_\_\_

Explanation (If Marked Yes):

---

---

---

---

---

---

---

---

---

**ADDITIONAL COMMENTS:**

---

---

---

---

---

---

---

---