



SUBCONTRACTOR PREQUALIFICATION

For WWSP WTP_1.0 Project

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|------------------------|---------------------|
| PROJECT NUMBER: | 161921 |
| Date Issued: | June 2, 2020 |
| Revision: | n/a |
| Date Revised: | n/a |

Prequalification Sample Email Content:

Thank you for your interest in working with Sundt Construction. In order for your company to be exposed to project opportunities with Sundt, you must first be prequalified.

Your contact at Sundt for Prequalification is Lisa Best. You may contact Lisa directly or proceed per the following instructions; either manner will ensure confidentiality of your information. Thank you again for your interest in working with Sundt.

Prequal Instructions:

For Subcontractor Prequalifications at Sundt, please proceed as follows:

1. Via an internet connection, go to <https://projects.isqft.com/sundtconstructioninc/form>
2. Fill out and submit your company profile information
3. Once your profile information is approved, an individual at Sundt will send you an email invitation with a link to fill out the prequalification form

Please be prepared to upload the following:

- Certificate of Insurance
- Project History (you will be provided with a template)
 - Template requests information on the 5 largest projects your company has completed in the last 3 years and the 5 most current projects your company has in progress
- Supporting documentation for your experience modification rate (EMR)
 - Subcontractors working primarily in California should use the WCIRB California form as their supporting documentation.
 - If you do not qualify for an EMR, a letter from your insurance broker stating so will be required.
- If you would like to potentially prequalify for more than \$250,000 per project:
 1. Letter from your surety outlining your single and aggregate bonding limits
 2. Your latest externally prepared financial statements **AND** your latest internally prepared financial statements

On the approval tab if applicable, please include:

- Project Name
- Sundt Contact Name
- Anticipated Contract Amount

If you have any questions or need assistance with the on-line submittal process, please e-mail or contact Lisa Best regarding Subcontractor Prequalification at Sundt.

- Lisa Best, CPA
- lebest@sundt.com
- (520) 240-2784

Suggested Sample for Expired Subs: Thank you for your interest in working with Sundt Construction. In order for your firm to be notified of potential project opportunities with Sundt, your firm must first renew your prequalification status.

Your contact at Sundt for Prequalification is Lisa Best. You may contact Lisa directly or proceed per the following instructions; either manner will ensure confidentiality of your information. Thank you again for your interest in working with Sundt.

Prequal Instructions:

For Subcontractor Prequalifications at Sundt, please proceed as follows:

1. Via an internet connection, go to <https://app.isqft.com>
2. Click the "Prequalification" tab and select "Complete Requests"
3. Select "Sundt Subcontractor Qualification"
 - If you do not see your "Sundt Subcontractor Qualification" please contact the prequal department directly

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