

The Banks – Phase 1 – Public Infrastructure Development Parking Garage and Street Grid

SUBCONTRACTOR APPROVAL REQUEST Statement of Intent to Utilize Firms

Bid or Proposal Reference Number: _____

This form must be completed and submitted to Construction Manager after contract award and before work begins. Information recorded herein will be incorporated in the Contractor's contract.

Contractor Name		Contract Number			
Contractor Representative		Title	Contract Amt \$		
Contractor Address		City/State	Telephone Number		
Federal Tax ID #	E-mail Address				
SUBCONTRACTOR					
Subcontractor		Address	Zip Code		
Subcontractor Representative		Title	Telephone Number		
Federal Tax ID #	E-mail Address				
Is Subcontractor a SBE certified for the Banks Project by the City of Cincinnati?					
		Yes	No		
ITEM NUMBER	DESCRIPTION OF WORK	SUBCONTRACTOR'S CONTRACT AMOUNT \$	% OF TOTAL CONTRACT PRICE	ESTIMATED START DATE	COMPLETION DATE
	Total Value of Work				
SIGNATURES					
Subcontractor Representative				Date	
Contractor Representative				Date	
City Contract Compliance Officer				Date	
County Representative				Date	

If Additional Space is Needed, Please Use Copies of This Form.

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INSTRUCTIONS

FORM 2004

SUBCONTRACTOR APPROVAL REQUEST

Statement of Intent to Utilize Firms

This form must be completed and submitted to Construction Manager after contract award and before work begins. Information recorded herein will be incorporated in the Contractor's contract.

Instructions for completing Form 2004 are:

Bid or Proposal Reference Number	Indicate the official bid or proposal reference number
Contractor Name	Indicate the official Contractor name
Contract Number	Indicate the contract number issued for this Banks Project
Contract Amt \$	Indicate the total amount of Contractor's contract
Contractor Representative	Indicate the name of the Contractor Representative
Title	Indicate the title of the Contractor Representative
Telephone Number	Indicate the telephone number of the Contractor Representative
Contractor Address	Indicate the street address of Contractor submitting the form
City/State	Indicate the city and state associated with Contractor's street address
Zip Code	Indicate the zip code of Contractor submitting the form
Federal Tax ID #	Indicate Federal Tax ID # or Social Security Number
Email Address	Indicate Contractor's email address
Subcontractor	Indicate name of the Subcontractor
Address	Indicate the address of the Subcontractor
Zip Code	Indicate the zip code of the Subcontractor
Subcontractor Representative	Indicate the name of the Subcontractor Representative
Title	Indicate the official title of the Subcontractor Representative
Telephone Number	Indicate telephone number of the Subcontractor Representative
Federal Tax ID #	Indicate Federal Tax ID # or Social Security Number
E-mail Address	Indicate Subcontractor's email address
Certified SBE for Banks Project	Circle – "Yes" or "No" to indicate whether certified by the City of Cincinnati as a SBE
Item Number	Indicate the number of the detailed item
Description of Work	Indicate description of the work to be completed by Subcontractor
Subcontractor's Contract Amount	Indicate the \$ value of the Subcontractor's contract
% of Total Contract Price	Indicate percent of Contractor's total contract represented by Subcontractor contract
Estimated Start Date	Indicate the estimated Subcontractor start date
Completion Date	Indicate the expected Subcontractor completion date
Total Value of Work	Indicate grand total of columns - Subcontractor Amount and % of total contract price
Subcontractor Representative	Indicate signature of authorized Subcontractor Representative
Date	Indicate date the form signed
Contractor	Indicate official name of Contractor
Compliance Officer	Indicate signature of City of Cincinnati Contract Compliance Officer
County Representative	Indicate signature of County Representative