

School Building Authority of West Virginia
LIST OF PROPOSED SUBCONTRACTORS
EQUIPMENT/MATERIAL SUPPLIERS
SBA FORM 123-S

(This form must be submitted to the SBA within seventy-two hours of the close of bid)

Failure to comply with the seventy-two hour submission requirement will result in disqualification of the bid.

Phone: (304) 558-2541

Fax: (304) 558-2539

The intent of this form is to establish a list of proposed contractors to be performing work on the project site. Additionally, the list shall be used to ensure that all proposed contractors listed are currently in compliance with the SBA and that those listed are performing work on the project site as indicated on this form.

CLEARLY AND LEGIBLY list below, the Third Tier Subcontractor's complete name and WV Contractor's license number for this proposal as required by the "West Virginia Contractor Licensing Act" (WV Code Section 21-11) Additionally, clearly and legibly list each category of work for this proposal and the third tier subcontractor selected for that category of work, also provide each contractor's complete name and WV Contractor's license number as required by the "West Virginia Contractor Licensing Act." If the branch of work is to be completed by the contractor submitting the bid, indicate on each division where this occurs provide the name and contractor license number of the contractor that will be performing the work. If no third tier subcontractor will be used to complete the project indicate on the SBA Form 123-S that all work will be self-performed and provide the name and contractor license number of the contractor that will be performing the work. DO NOT list multiple contractors for the same category of work. The contractor is responsible for selecting subcontractor(s) and reviewing and accepting the third tier contractors listed. However, the Owner, Architect/Engineer and/or School Building Authority may indicate their concerns about any entity listed which they have reason to believe past experience indicates poor performance may be expected. Therefore, the prime and subcontractor may be requested to change an unsatisfactory third tier subcontractor should the owner, Architect/Engineer or SBA determine an unsatisfactory third tier subcontractor is listed. The SBA shall be the sole interpreter of this document to ensure that the information provided by the prime and all subcontractors meets the intent of the form. Should the SBA determine that the intent of the form has not been met, the forms SHALL BE RENDERED NULL AND VOID AND WILL RESULT IN REJECTION OF THE PROPOSAL.

It is the responsibility of any contractor soliciting bids or quotes from the subcontractors and third tier subcontractors to verify the eligibility of all proposed subcontractors and third tier subcontractors being proposed to perform the work and to verify in writing the scope of work proposed to be completed. All Contractors have full responsibility for satisfactory execution of all work in accordance with the contract documents. Any proposed change of third tier subcontractors must have prior written approval from the SBA and shall be at no additional cost to the Owner, as the Prime Contractor has full responsibility for execution of the work. Contractors and subcontractors that are on SBA Probation are prohibited from bidding any school project. List all third tier subcontractors along with their WV contractor license number and each category of work each will perform.

I, _____ representing _____
 (*Signature of Responsible Company*) (*Company Name*)
 on this date _____ submit the following list of subcontractors for your review and
 comment. This is the final and complete list of companies who will be performing work for

 on _____.

(*Prime Contractor Name*) (*Project Name*)
 I agree that once the subcontractors listed are submitted to the SBA, no other subcontractors or
 substitute for any subcontractors listed below, will be used in the performance of the contract
 without written approval of the Owner and SBA. I further agree that if non-approved
 subcontractors are used my company shall be placed on probation, unless in its reasonable
 discretion, the SBA determines otherwise. I understand that, as a result of being placed on
 probation by the SBA, my company shall be prohibited from bidding SBA projects for a minimum
 of one year.

<u>Complete Name of Subcontractor</u>	<u>Subcontractor License Number</u>

<u>Category of Work</u>	<u>Complete Name Third Tier Subcontractor/Supplier</u>	<u>Third Tier Contractor License Number</u>
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		
6. _____		
7. _____		
8. _____		
9. _____		
10. _____		
11. _____		

- 12. _____

- 13. _____

- 14. _____

- 15. _____

- 16. _____

- 17. _____

- 18. _____

- 19. _____

- 20. _____

- 21. _____

- 22. _____

- 23. _____

- 24. _____

- 25. _____

(Use additional pages, if required)

I _____, representing _____ on this date _____
(Prime Contractor) **(Company)**
acknowledge that I have reviewed and approve of the SBA Form 123-S provided by my
Subcontractor _____ on the _____.
(Company) **(Project Name)**

