

Instructions for filling out the Sealed Subcontractor Form

Please Note: Contractors should also clearly state the agreed upon amount to be paid to each subcontractor. The agreed upon amount may be expressed as a percentage markup over the relevant prevailing wage rate or any other clear, objective, and legal compensation arrangement. All listed subcontractors should be grouped on the separate page by trade. Contractors are permitted to submit the names of more than one subcontractor for each of these trades. Note, however, that if more than one subcontractor is listed for any of the relevant trades, the agreed upon amount, (which may be expressed as a percentage markup over the relevant prevailing wage rate or any other clear, objective, and legal compensation arrangement), to be paid to each subcontractor must be stated.

Failure to submit the properly completed BIDS Form including the names of subcontractors and the agreed-upon amounts to be paid to each may result in the rejection of the bid as non-responsive.