

<u>Contractor Application Form – Facilities Modification Projects</u>

Electronic Submission of Contractors Application is required.

The purpose of this application is to establish a list of contractors' who are available to provide contracting services for various trades for Fairfax County Public Schools (FCPS)- Facilities Modification projects.

The application to be completed is an Adobe Reader fillable form. Complete the form in the following pages to be submitted via e-mail and attach the three required documents in item #13 to complete the application. If a current version of Adobe Reader is needed for this application.

Before starting this application, please print this instruction page (page one) for reference while completing the application.

Instructions to complete the Contractor Application Form for FY 2020-2021:

- Enter the required data and information into the Adobe Reader fillable form on the following pages. Be sure to save this PDF file to your computer for future reference.
- Complete the Adobe Reader fillable form portion of the application and e-mail this PDF form along with the three required documents in item #13 as attachments to facilitiesimprovements@fcps.edu.
 - 1. Complete the Adobe Reader fillable form. Save on to your computer.
 - 2. Click on the e-mail envelope icon in the Adobe Reader toolbar (envelope picture), when the window opens, click send as copy.
 - 3. Insert the three required documents (item 13) as additional attachments to this e-mail.
 - 4. Enter your Contractor name in the Subject line of the e-mail.
 - 5. Insert the e-mail address facilitiesimprovements@fcps.edu and click send.

CONTRACTOR APPLICATION FORM FACILITIES MODIFICATION PROJECTS Design and Construction Services

Contractors shall submit one electronically signed completed application and include required documents in item #13 A, B, and C.

| 1. | Company Name: |
|----|--|
| 2. | Address: |
| | City/State/Zip Code: |
| 4. | Point of Contact: |
| 5. | Telephone No:Fax No: |
| 6. | Email Address: |
| 7. | State Corporation Commission Corporate Identification number (if applicable) # |
| 8. | Fairfax County Business, Occupational, and Professional License (BPOL) # |
| | |

9. State of Virginia Contractors License with classification(s). The license must show the three (3) letter designation. List designated employees, qualified employees, or responsible management, current contractor's licenses, certifications, or registration numbers from any jurisdiction including Virginia who will be assigned to Fairfax County Public Schools. Please use the three-letter identification code for license classifications and special designations provided on the next page or in the link below for the Commonwealth of Virginia Board for Contractors Regulations (i.e. CBC-commercial building, CIC- commercial improvement, ELE-electrical, PLB-plumbing). http://www.dpor.virginia.gov/uploadedFiles/MainSite/Content/Boards/Contractors/A501-27LIC.pdf

| 3-Letter Code | Name | License, Certification or Registration No. | Exp. Date | License Classification A or B |
|------------------|--------------------|---|-----------|-------------------------------------|
| ELE | John Doe (Example) | xxxxxxxxxx | XX/XX/XX | A or B |
| | | | | |
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^{*} Home Improvement Contractor (HIC) and Residential Building Contractor (RBC) will not be accepted to do work within Fairfax County Public Schools.

3-Letter Codes for License Classifications and Specialty Designations

Below is a list of the licenses classifications and specialty designations issued by the Virginia Board for Contractors and the three-letter code to be entered when completing the Qualified Individual table on the previous page. At least one code must be chosen. A definition of the type of work that each of these classifications and designations may perform is available in the Board of Contractors Regulations obtained by clicking on the link on the previous page. A license may have more than one classification or specialty designation.

License Classifications and Specialty Designations

| <u>Applica</u> | Applicants must hold a Certification for the following classification and/or specialty: | | | | | |
|----------------|---|---------|---------------------------------------|------------------|----------------------------|--|
| BEC | Blast/explosive | MHC | Manufactured home contracting | RMC | Radon mitigation | |
| SPR | Fire sprinkler | | • | | · · | |
| Applica | Applicants must hold a valid license issued from DPOR for the following designations: | | | | | |
| ASB | Asbestos | GFC | Gas fitting | PLB | Plumbing | |
| ASC | Accessibility services | HVA | HVAC | SDS | Sewage disposal system | |
| ASL | Accessibility services with LULA | LAC | Lead abatement | WWP | Water well/pump | |
| ELE | Electrical | LPG | Liquefied petroleum gas | | | |
| EEC | Elevator/escalator | NGF | Natural gas fitting provider | | | |
| | | | | | | |
| *Application | ants are required to be pre-approve | d and p | ass an examination for the following | <u>classific</u> | ation and/or specialty: | |
| AES | Alternative energy systems | FAS | Fire alarm systems | BRK | Masonry | |
| PAV | Asphalt paving & seal coating | FSP | Fire suppression | PTC | Painting & wall covering | |
| BSC | Billboard/sign | FLR | Flooring & floor covering contracting | RFC | Recreational facility | |
| CBC | Commercial building | FRM | Framing subcontractor | REF | Refrigeration | |
| CIC | Commercial improvement | GLZ | Glass & glazing contracting | ROC | Roofing | |
| CEM | Concrete | H/H | Highway/heavy | STL | Steel erection contracting | |
| DRY | Drywall company | IBC | Industrial building contracting | POL | Swimming pool construction | |
| ESC | Electronic/communications service | INS | Insulation & weather stripping | TMC | Tile, marble, ceramic | |
| EMW | Environmental monitoring well | | contracting | | & terrazzo contracting | |
| ENV | Environmental specialties | ISC | Landscape irrigation | UUC | Underground utility | |
| EMC | Equipment/machinery | LSC | Landscape services | | & excavating contracting | |
| FIC | Farm improvement | MCC | Marine facility | VCC | Vessel construction | |
| FIN | Finish carpentry contracting | | | VCC | Vessel construction | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

10. All contractors and businesses are required to submit three (3) references of projects completed in the past year in occupied buildings, preferably schools, listing the type of project/work, the owner, contact name, telephone number and the value of the project/work. Only one reference can be FCPS personnel.

| Type of Project/work: | Owner: |
|--------------------------|------------------------|
| Contact Name: | Telephone Number: |
| E-mail Address: | Value of Project/Work: |
| 2. Type of Project/work: | Owner: |
| Contact Name: | Telephone Number: |
| E-mail Address: | Value of Project/Work: |

| Type of Project/work: | Owner: |
|---|---|
| Contact Name: | Telephone Number: |
| E-mail: | Value of Project/Work: |
| 11. Virginia Department of Small Business and Suppli | er Diversity (SWaM) Certification # |
| SWaM Classification:Small Business | Minority Business |
| 12. Facilities Modification Projects may include, but no based on Trades. All pricing shall remain in force acceptance. Hourly and daily rates for Contractor Schedule Form page 6. Only equipment listed on Pricing Schedule for trades must be submitted on | for a period of two (2) years from date of Owned Equipment must be submitted on Pricing page 6 can be invoiced by an hourly or daily rate. |
| Contractor Owned Equipment (page 6) Casework (page 7) Carpet/VCT-Tile (page 8) Cleaning Services (page 9) Concrete (page 10) Demolition Services (page 11) Drywall Contractor (page 12) Electrical (page 13) General Contracting (page 14) HVAC/Mechanical (page 15) | Landscaping (page 16) Masonry (page 17) Moving (page 18) Painting (page 19) Paving (page 20) Plumbing (page 21) Roofing (page 22) Telecommunication (page 23) Miscellaneous (page 24) |

- 13. Required documents to be included as attachments with the completed PDF fillable application.
 - A. <u>Certificate of Insurance</u> showing Commercial General Liability Insurance with coverage limits of \$1 million per occurrence/\$2 million aggregate, statutory workers compensation coverage and \$100,000 employer's liability insurance. FCPS must be the certificate holder and named as an additional insured on the policy. Business Auto Liability Insurance includes owned, non-owned and hired vehicles. Limits of \$1 million combined bodily injury and property damage per accident.
 - B. Fairfax County Business, Professional and Occupational License (BPOL). All Contractors must obtain the Fairfax County BPOL. Businesses that provide only cleaning and moving services that do not have an office location in Fairfax County are not required to obtain the Fairfax County BPOL. These businesses that provide only cleaning and moving services must obtain proper licensing in the jurisdiction in which their offices are located.
 - C. Federal Tax ID Number with completed W-9 Form https://www.irs.gov/pub/irs-pdf/fw9.pdf

ALL WORK SHALL COMPLY WITH CURRENT CODE ISSUE AND THE CURRENT FCPS MASTER SPECIFICATIONS AND DETAILS available for your review at:

www.fcps.edu and search for Master Specifications and Details

INVOICE PROCEDURE:

Submit a legible, 8 ½" x 11" formatted invoice (no hand-written invoice) to the Office of Design and Construction referencing the work order number associated to the particular job and accompanied by job tickets, which shall include name of technicians that worked the project, the date, and the number of productive hours worked. Submit ONE copy of each supplier invoices with detailed description of items based on actual cost with mark-up equal to the percentage offered, copies of all sub-contractor billing and any stock material to be billed as such with item description and price of each. Markup on materials shall only be for the material. Sale tax paid will be reimbursed as a separate line on the invoice. Labor rates shall be paid on basis of productive time on the job site.

Design and Construction Services
Attention: Facilities Construction Manager
8115 Gatehouse Road, Suite 3400
Falls Church, VA 22042
Telephone: 571-423-2200

BY SIGNING AND SUBMITTING THIS APPLICATION, CONTRACTOR HAS READ AND AGREES TO COMPLY WITH THE CURRENT FCPS MASTER SPECIFICATIONS AND GENERAL CONDITIONS SECTION 00700, ON ALL PROJECTS AWARDED, HOURLY RATES SUBMITTED, AND TO THE INVOICING PROCEDURE. MASTER SPECIFICATION CAN BE LOCATED ON FCPS WEBSITE, WWW.FCPS.EDU SEARCH FOR MASTER SPECIFICATIONS.

| Print Name | Title |
|----------------------|-------|
| | |
| Electronic Signature | Date |

(For electronic signature instructions, please click above the electronic signature line to either create a new signature or to insert an existing signature).

Questions about this Contractor Application Form for Facilities Modification Projects may be directed to:

Keith Kessler, VCO, Buyer II or Sharon Kropp, CPPB, Senior Buyer Fairfax County Public Schools Design and Construction Services 8115 Gatehouse Road, Suite 3500 Falls Church, VA 22042

Telephone Number 571-423-2262 or 571-423-2414

Email: facilitiesimprovements@fcps.edu

CONTRACTOR OWNED EQUIPMENT

| | .Y RATES: Dump Truck | \$ | per hour |
|--------|-------------------------|-----------------|-----------|
| | Bucket Truck | \$ \$ | per hour |
| | Mini Excavator | Ψ <u></u> \$ | per hour |
| | Skid Steer Loader | Ψ <u></u> \$ | per hour |
| | Backhoe/Loader | \$ \$ | per hour |
| | Asphalt Roller | Ψ <u></u> \$ | per hour |
| | Asphalt Paver | \$ \$ | per hour |
| | Forklift | \$ \$ | per hour |
| | Large Air Compressor | \$ \$ | per hour |
| | Electric Jack Hammer | \$ \$ | per hour |
| | Scissor Lift | \$ \$ | per hour |
| | Colodol Lint | \$ \$ | per hour |
| | | \$ \$ | per hour |
| | | Ψ <u></u> \$ | per hour |
| | | \$ \$ | per hour |
| | | Ψ | por riodi |
| AILY F | RATES: | | |
| | Dump Truck | \$ | per day |
| | Bucket Truck | \$ | per day |
| | Mini Excavator | \$ | per day |
| | Skid Steer Loader | \$ | per day |
| | Backhoe/Loader | \$ | per day |
| | Asphalt Roller | \$ | per day |
| | Asphalt Paver | \$ | per day |
| | Forklift | \$ | per day |
| | Large Air Compressor | \$ | per day |
| | Electric Jack Hammer | \$ | per day |
| | Scissor Lift | \$ | per day |
| | | \$ | per day |

| TRADE: CASEWORK | | | |
|---|---|--|--|
| | | | |
| LABOR RATES: CASEWORK | | | |
| Mechanic, Lead Mechanic, Helper Laborer | \$ per hour \$ per hour \$ per hour | | |
| LABOR RATES, OVERTIME | | | |
| Mechanic, Lead Mechanic, Helper Laborer | \$ per hour \$ per hour \$ per hour | | |
| MATERIAL MARKUP, EQUIPMENT RENTAL AND S | UBCONTRACTING MARKUP | | |
| Material Markup: | 15% | | |
| Equipment Rental and Subcontracting Marku | p 10% | | |
| Markup on materials and equipment rental shall only be for the material or rental of equipment. Sales tax paid will be reimbursed as a separate line on the invoice. Contractor Owned Equipment listed on page 6 cannot be marked up or considered equipment rental. Rates specified by the Contractor shall include all direct and indirect overhead costs, such as transportation, supervision, general and administrative costs, etc. Labor and material rates will be paid on the basis of productive time at the job site. Regular hours are 7:30 a.m. through 4:00 p.m., Monday through Friday. Overtime hours are defined as Monday through Friday, 4:00 p.m. to 7:30 a.m., weekends and county holidays. However, pre-arranged night shift work is to be billed at regular rates. All work hours shall be scheduled on job by job basis with the construction manager. Labor rates will be paid on the basis of time at the job site. Time spent for transportation of workers, material acquisition, handling, delivery or movement of contractor owned by rental equipment, and project supervision may not be chargeable directly, but are to be considered overhead. These costs must be included as an hourly rate for base labor and/or material. | | | |
| CONTRACTOR | | | |
| PRINCIPAL'S SIGNATURE | | | |
| PRINCIPAL'S NAME/TITLE | | | |
| VIRGINIA CLASS A CONTRACTOR LICENSE NUMB | ER | | |
| VIRGINIA CLASS B CONTRACTOR LICENSE NUMB | ER | | |

TRADE: CARPET/VCT INSTALLER LABOR RATES: CARPET/VCT Carpet Installer, Lead per hour Carpet Installer, Helper \$ per hour VCT Installer, Lead \$ per hour VCT Installer, Helper ___ per hour Laborer per hour LABOR RATES. OVERTIME Carpet Installer, Lead per hour Carpet Installer, Helper \$ per hour VCT Installer, Lead per hour VCT Installer, Helper per hour Laborer per hour MATERIAL MARKUP, EQUIPMENT RENTAL AND SUBCONTRACTING MARKUP Material Markup: 15% 10% Equipment Rental and Subcontracting Markup Markup on materials and equipment rental shall only be for the material or rental of equipment. Sales tax paid will be reimbursed as a separate line on the invoice. Contractor Owned Equipment listed on page 6 cannot be marked up or considered equipment rental. Rates specified by the Contractor shall include all direct and indirect overhead costs, such as transportation, supervision, general and administrative costs, etc. Labor and material rates will be paid on the basis of productive time at the job site. Regular hours are 7:30 a.m. through 4:00 p.m., Monday through Friday. Overtime hours are defined as Monday through Friday, 4:00 p.m. to 7:30 a.m., weekends and county holidays. However, pre-arranged night shift work is to be billed at regular rates. All work hours shall be scheduled on job by job basis with the construction manager. Labor rates will be paid on the basis of time at the job site. Time spent for transportation of workers, material acquisition, handling, delivery or movement of contractor owned by rental equipment, and project supervision may not be chargeable directly, but are to be considered overhead. These costs must be included as an hourly rate for base labor and/or material. CONTRACTOR PRINCIPAL'S SIGNATURE PRINCIPAL'S NAME/TITLE VIRGINIA CLASS A CONTRACTOR LICENSE NUMBER______

VIRGINIA CLASS B CONTRACTOR LICENSE NUMBER _____

TRADE: CLEANING SERVICES LABOR RATES: CLEANING Supervisor per hour per hour Cleaner, Lead \$ Cleaner, Helper per hour **Equipment Operator** \$ per hour Laborer per hour LABOR RATES, OVERTIME Supervisor \$ per hour Cleaner, Lead per hour Cleaner, Helper \$ per hour **Equipment Operator** per hour Laborer \$ per hour MATERIAL MARKUP, EQUIPMENT RENTAL AND SUBCONTRACTING MARKUP 15% Material Markup Equipment Rental and Subcontracting Markup 10%

Markup on materials and equipment rental shall only be for the material or rental of equipment. Sales tax paid will be reimbursed as a separate line on the invoice. Contractor Owned Equipment listed on page 6 cannot be marked up or considered equipment rental.

Rates specified by the Contractor shall include all direct and indirect overhead costs, such as transportation, supervision, general and administrative costs, etc. Labor and material rates will be paid on the <u>basis of productive time at the job site</u>. Regular hours are 7:30 a.m. through 4:00 p.m., Monday through Friday. Overtime hours are defined as Monday through Friday, 4:00 p.m. to 7:30 a.m., weekends and county holidays. However, pre-arranged night shift work is to be billed at regular rates. All work hours shall be scheduled on job by job basis with the construction manager.

Labor rates will be paid on the basis of time at the job site. Time spent for transportation of workers, material acquisition, handling, delivery or movement of contractor owned by rental equipment, and project supervision may not be chargeable directly, but are to be considered overhead. These costs must be included as an hourly rate for base labor and/or material.

| BUSINESS NAME: | |
|------------------------|--|
| | |
| PRINCIPAL'S SIGNATURE | |
| | |
| PRINCIPAL'S NAME/TITLE | |
| | |

TRADE: CONCRETE CONTRACTOR

| LABOR RATES: CONCRETE CONT | RACTOR | | |
|---|-------------|----------------------|--|
| Superintendent | \$ | per hour | |
| Concrete, Lead | \$ | per hour | |
| Concrete, Helper | \$ | per hour | |
| Equipment Operator | \$ | per hour | |
| Laborer | \$ | per hour | |
| LABOR RATES, OVERTIME | | | |
| Superintendent Concrete, Lead | \$ \$ | per hour per hour | |
| Concrete, Helper | Ф \$ | per hour | |
| Equipment Operator | \$ \$ | per hour | |
| Laborer | \$ \$ | per hour | |
| | | | |
| MATERIAL MARKUP, EQUIPMENT RE | | | |
| Material Markup | | 5% | |
| Equipment Rental and Subcontractin | g Markup 1 | 0% | |
| Sales tax paid will be reimbursed as a separate line on the invoice. Contractor Owned Equipment listed on page 6 cannot be marked up or considered equipment rental. Rates specified by the Contractor shall include all direct and indirect overhead costs, such as transportation, supervision, general and administrative costs, etc. Labor and material rates will be paid on the basis of productive time at the job site. Regular hours are 7:30 a.m. through 4:00 p.m., Monday through Friday. Overtime hours are defined as Monday through Friday, 4:00 p.m. to 7:30 a.m., weekends and county holidays. However, pre-arranged night shift work is to be billed at regular rates. All work hours shall be scheduled on job by job basis with the construction manager. Labor rates will be paid on the basis of time at the job site. Time spent for transportation of workers, material acquisition, handling, delivery or movement of contractor owned by rental equipment, and project supervision may not be chargeable directly, but are to be considered overhead. These costs must be included as an hourly rate for base labor and/or material. | | | |
| CONTRACTOR | | | |
| PRINCIPAL'S SIGNATURE | | | |
| PRINCIPAL'S NAME/TITLE | | | |
| VIRGINIA CLASS A CONTRACTOR LIC | ENSE NUMBER | | |
| VIRGINIA CLASS B CONTRACTOR LIC | ENSE NUMBER | | |

TRADE: DEMOLITION CONTRACTOR

| LABOR RATES: DEMOLITION CON | ITRACTOR | | |
|--|-------------|----------------------|--|
| Superintendent | \$ | per hour | |
| Demolition, Lead | \$ | per hour | |
| Demolition, Helper | \$ | per hour | |
| Equipment Operator | \$ | per hour | |
| Laborer | \$ | per hour | |
| LABOR RATES, OVERTIME | | | |
| Superintendent Demolition, Lead | \$ \$ | per hour per hour | |
| Demolition, Helper | \$ \$ | per hour | |
| Equipment Operator | \$ \$ | per hour | |
| Laborer | \$ \$ | per hour | |
| MATERIAL MARKUP, EQUIPMENT RE | | · | |
| | | | |
| Material Markup | | 15% 10% | |
| Equipment Rental and Subcontracting | ig Markup | 10% | |
| Markup on materials and equipment rental shall only be for the material or rental of equipment. Sales tax paid will be reimbursed as a separate line on the invoice. Contractor Owned Equipment listed on page 6 cannot be marked up or considered equipment rental. Rates specified by the Contractor shall include all direct and indirect overhead costs, such as transportation, supervision, general and administrative costs, etc. Labor and material rates will be paid on the basis of productive time at the job site . Regular hours are 7:30 a.m. through 4:00 p.m., Monday through Friday. Overtime hours are defined as Monday through Friday, 4:00 p.m. to 7:30 a.m., weekends and county holidays. However, pre-arranged night shift work is to be billed at regular rates. All work hours shall be scheduled on job by job basis with the construction manager. Labor rates will be paid on the basis of time at the job site. Time spent for transportation of workers, material acquisition, handling, delivery or movement of contractor owned by rental equipment, and project supervision may not be chargeable directly, but are to be considered overhead. These costs must be included as an hourly rate for base labor and/or material. | | | |
| CONTRACTOR | | | |
| PRINCIPAL'S SIGNATURE | | | |
| PRINCIPAL'S NAME/TITLE | | | |
| VIRGINIA CLASS A CONTRACTOR LIC | ENSE NUMBER | | |
| VIRGINIA CLASS B CONTRACTOR LIC | ENSE NUMBER | | |

TRADE: DRYWALL CONTRACTOR LABOR RATES: DRYWALL CONTRACTOR Finisher per hour Hanger per hour Framer per hour per hour Laborer LABOR RATES, OVERTIME Finisher per hour Hanger per hour \$ Framer per hour \$ Laborer per hour MATERIAL MARKUP, EQUIPMENT RENTAL AND SUBCONTRACTING MARKUP 15% Material Markup Equipment Rental and Subcontracting Markup 10% Markup on materials and equipment rental shall only be for the material or rental of equipment. Sales tax paid will be reimbursed as a separate line on the invoice. Contractor Owned Equipment listed on page 6 cannot be marked up or considered equipment rental. Rates specified by the Contractor shall include all direct and indirect overhead costs, such as transportation, supervision, general and administrative costs, etc. Labor and material rates will be paid on the basis of productive time at the job site. Regular hours are 7:30 a.m. through 4:00 p.m., Monday through Friday. Overtime hours are defined as Monday through Friday, 4:00 p.m. to 7:30 a.m., weekends and county holidays. However, pre-arranged night shift work is to be billed at regular rates. All work hours shall be scheduled on job by job basis with the construction manager. Labor rates will be paid on the basis of time at the job site. Time spent for transportation of workers, material acquisition, handling, delivery or movement of contractor owned by rental equipment, and project supervision may not be chargeable directly, but are to be considered overhead. These costs must be included as an hourly rate for base labor and/or material. CONTRACTOR PRINCIPAL'S SIGNATURE PRINCIPAL'S NAME/TITLE VIRGINIA CLASS A CONTRACTOR LICENSE NUMBER VIRGINIA CLASS B CONTRACTOR LICENSE NUMBER

| TRADE: ELECTRICAL | | | |
|---|----------------------------|--|--|
| | | | |
| LABOR RATES: ELECTRICAL | | | |
| Electrician, Lead | \$ per hour | | |
| Electrician, Helper Laborer | \$ per hour \$ per hour | | |
| LABOR RATES, OVERTIME | <u> </u> | | |
| Electrician, Lead | \$per hour | | |
| Electrician, Helper | \$per hour | | |
| Laborer | \$per hour | | |
| MATERIAL MARKUP, EQUIPMENT RENTAL AND SI | JBCONTRACTING MARKUP | | |
| Material Markup: | 15% | | |
| Equipment Rental and Subcontracting Markup | 10% | | |
| Rates specified by the Contractor shall include all direct and indirect overhead costs, such as transportation, supervision, general and administrative costs, etc. Labor and material rates will be paid on the basis of productive time at the job site. Regular hours are 7:30 a.m. through 4:00 p.m., Monday through Friday. Overtime hours are defined as Monday through Friday, 4:00 p.m. to 7:30 a.m., weekends and county holidays. However, pre-arranged night shift work is to be billed at regular rates. All work hours shall be scheduled on job by job basis with the construction manager. Labor rates will be paid on the basis of time at the job site. Time spent for transportation of workers, material acquisition, handling, delivery or movement of contractor owned by rental equipment, and project supervision may not be chargeable directly, but are to be considered overhead. These costs must be included as an hourly rate for base labor and/or material. | | | |
| CONTRACTOR | | | |
| PRINCIPAL'S SIGNATURE | | | |
| PRINCIPAL'S NAME/TITLE | | | |
| VIRGINIA CLASS A CONTRACTOR LICENSE NUMBE | ER | | |
| VIRGINIA CLASS B CONTRACTOR LICENSE NUMBE | ER | | |

TRADE: GENERAL CONTRACTOR LABOR RATES: GENERAL CONTRACTOR Superintendent per hour Carpenter, Lead per hour Carpenter, Helper per hour **Equipment Operator** per hour Laborer per hour LABOR RATES. OVERTIME Superintendent per hour Carpenter, Lead per hour Carpenter, Helper per hour **Equipment Operator** per hour Laborer _ per hour MATERIAL MARKUP, EQUIPMENT RENTAL AND SUBCONTRACTING MARKUP 15% Material Markup Equipment Rental and Subcontracting Markup 10% Markup on materials and equipment rental shall only be for the material or rental of equipment. Sales tax paid will be reimbursed as a separate line on the invoice. Contractor Owned Equipment listed on page 6 cannot be marked up or considered equipment rental. Rates specified by the Contractor shall include all direct and indirect overhead costs, such as transportation, supervision, general and administrative costs, etc. Labor and material rates will be paid on the basis of productive time at the job site. Regular hours are 7:30 a.m. through 4:00 p.m., Monday through Friday. Overtime hours are defined as Monday through Friday, 4:00 p.m. to 7:30 a.m., weekends and county holidays. However, pre-arranged night shift work is to be billed at regular rates. All work hours shall be scheduled on job by job basis with the construction manager. Labor rates will be paid on the basis of time at the job site. Time spent for transportation of workers, material acquisition, handling, delivery or movement of contractor owned by rental equipment, and project supervision may not be chargeable directly, but are to be considered overhead. These costs must be included as an hourly rate for base labor and/or material. CONTRACTOR__ PRINCIPAL'S SIGNATURE PRINCIPAL'S NAME/TITLE VIRGINIA CLASS A CONTRACTOR LICENSE NUMBER

VIRGINIA CLASS B CONTRACTOR LICENSE NUMBER

| TRADE: HVAC MECHANICAL | | | |
|---|--|---|--|
| | | | |
| LABOR RATES: HVAC MECHAN | | | |
| Mechanic, Lead Mechanic, Helper | \$ \$ | | _ per hour per hour |
| HVAC Service Tech | φ \$ | | per hour |
| Controls Tech | \$ | | _ per hour |
| LABOR RATES, OVERTIME | | | _ po |
| Mechanic, Lead | \$ | | per hour |
| Mechanic, Helper | \$ | | _ per hour |
| HVAC Service Tech | \$ | | _ per hour |
| Controls Tech | \$ | | _ per hour |
| MATERIAL MARKUP, EQUIPMENT | RENTAL AND SU | BCONT | RACTING MARKUP |
| Material Markup: | | 15% | |
| Equipment Rental and Subcontra | cting Markup | 10% | |
| on the <u>basis of productive time at the</u> through Friday. Overtime hours are cand county holidays. However, pre-ar hours shall be scheduled on job by journaterial acquisition, handling, deliver | all include all direct nd administrative or job site. Regular hadefined as Monday rranged night shift was beasis with the confirme at the job site or movement of coirectly, but are to be | and indi osts, etc ours are through work is to nstruction te. Time contracto e consid | rect overhead costs, such as c. Labor and material rates will be paid e 7:30 a.m. through 4:00 p.m., Monday Friday, 4:00 p.m. to 7:30 a.m., weekends o be billed at regular rates. All work on manager. |
| CONTRACTOR | | | |
| PRINCIPAL'S SIGNATURE | | | |
| PRINCIPAL'S NAME/TITLE | | | |
| VIRGINIA CLASS A CONTRACTOR | LICENSE NUMBE | R | |
| VIRGINIA CLASS B CONTRACTOR | LICENSE NUMBE | R | |

TRADE: LANDSCAPING CONTRACTOR

| ABOR RATES: LANDSCAPING C Superintendent | | per hour |
|--|--|--|
| Landscaping, Lead | \$ \$ | per hour |
| Landscaping, Helper | \$ \$ | per hour |
| Equipment Operator | \$ | per hour |
| Laborer | \$ | per hour |
| ABOR RATES, OVERTIME | | |
| Superintendent | \$ | per hour |
| Landscaping, Lead | \$ | per hour |
| Landscaping, Helper | \$ | per hour |
| Equipment Operator | \$ | per hour |
| Laborer | \$ | per hour |
| ATERIAL MARKUP, EQUIPMENT RI | ENTAL AND SUBC | ONTRACTING MARKUP |
| Material Markup | 15 | 5% |
| Material Markap | | |
| Equipment Rental and Subcontracti larkup on materials and equipment i ales tax paid will be reimbursed as a sted on page 6 cannot be marked up | rental shall only b a separate line on p or considered ed | • |
| Equipment Rental and Subcontraction of the Rates tax paid will be reimbursed as a sted on page 6 cannot be marked upon the Earliest States specified by the Contractor shall interest and another than the basis of productive time at the join or the basis of productive time at the join of the basis | rental shall only be a separate line on por considered edinclude all direct and administrative costo begin b | e for the material or rental of equipment. the invoice. Contractor Owned Equipmer quipment rental. d indirect overhead costs, such as is, etc. Labor and material rates will be paid rs are 7:30 a.m. through 4:00 p.m., Monday ough Friday, 4:00 p.m. to 7:30 a.m., weekend is to be billed at regular rates. All work |
| Equipment Rental and Subcontraction flarkup on materials and equipment in the latestax paid will be reimbursed as a sted on page 6 cannot be marked up the cansportation, supervision, general and in the basis of productive time at the join rough Friday. Overtime hours are defind county holidays. However, pre-arrangements shall be scheduled on job by job to abor rates will be paid on the basis of the paid acquisition, handling, delivery of the state of the | rental shall only be a separate line on p or considered edinclude all direct and administrative costs be site. Regular hour ined as Monday through night shift wor basis with the constant ime at the job site. For movement of conctly, but are to be constant in the constan | e for the material or rental of equipment. the invoice. Contractor Owned Equipmer quipment rental. d indirect overhead costs, such as is, etc. Labor and material rates will be paid rs are 7:30 a.m. through 4:00 p.m., Monday ough Friday, 4:00 p.m. to 7:30 a.m., weekend is to be billed at regular rates. All work |

VIRGINIA CLASS B CONTRACTOR LICENSE NUMBER_____

| TRADE: MASONRY CONTRACTOR | | | | |
|---|--|--|---|--|
| | | | | |
| LABOR RATES: LANDSCAPING C | ONTRACTOR | ₹ | | |
| Superintendent | \$ | | _ per hour | |
| Lead Mason | \$ | | _ per hour | |
| Mason Helper | \$ | | _ per hour | |
| Laborer | \$ | | _ per hour | |
| LABOR RATES, OVERTIME | | | | |
| Superintendent | \$ | | _ per hour | |
| Lead Mason | \$ | | _ per hour | |
| Mason Helper | \$ | | _ per hour | |
| Laborer | \$ | | _ per hour | |
| MATERIAL MARKUP, EQUIPMENT RE | ENTAL AND S | UBCONT | RACTING MARKUP | |
| Material Markup | | 15% | | |
| Equipment Rental and Subcontracting | ng Markup | 10% | | |
| Rates specified by the Contractor shall in transportation, supervision, general and on the basis of productive time at the job through Friday. Overtime hours are defined and county holidays. However, pre-arrar hours shall be scheduled on job by job by Labor rates will be paid on the basis of times. | a separate line of or considere not consider | e on the indicests, etc. thours are yethrough work is to construction site. Time contractors consider the construction of the construction of the considering the construction of the con | rect overhead costs, such as Labor and material rates will be paid 7:30 a.m. through 4:00 p.m., Monday Friday, 4:00 p.m. to 7:30 a.m., weekends be billed at regular rates. All work n manager. spent for transportation of workers, or owned by rental equipment, and project | |
| CONTRACTOR | | | | |
| PRINCIPAL'S SIGNATURE | | | | |
| PRINCIPAL'S NAME/TITLE | | | | |
| VIRGINIA CLASS A CONTRACTOR LIC | CENSE NUMBI | ER | | |
| VIRGINIA CLASS B CONTRACTOR LIC | CENSE NUMBI | =R | | |

| TRADE: MOVING | | | |
|--|--|--|--|
| | | | |
| LABOR RATES: MOVING | | | |
| Packer, Lead | \$ | per hour | |
| Packer , Helper | \$ | per hour | |
| Installer, Lead | \$ | per hour | |
| Installer, Helper | \$ | per hour | |
| Laborer | \$ | per hour | |
| LABOR RATES, OVERTIME | | | |
| Packer, Lead | \$ | per hour | |
| Packer, Helper | \$ | per hour | |
| Installer, Lead | \$ | per hour | |
| Installer, Helper | \$ | per hour | |
| Laborer | \$ | per hour | |
| MATERIAL MARKUP, EQUIPMENT RENTA | AL AND SUBCONTRA | ACTING MARKUP | |
| Material Markup: | | 5% | |
| Equipment Rental and Subcontracti | | 0% | |
| Markup on materials and equipment renta Sales tax paid will be reimbursed as a sep listed on page 6 cannot be marked up or o | parate line on the invo | oice. Contractor Owned Equipment | |
| Rates specified by the Contractor shall include transportation, supervision, general and admon the basis of productive time at the job site through Friday. Overtime hours are defined and county holidays. However, pre-arranged hours shall be scheduled on job by job basis | inistrative costs, etc. I Regular hours are 7: as Monday through Fri night shift work is to b | Labor and material rates will be paid :30 a.m. through 4:00 p.m., Monday iday, 4:00 p.m. to 7:30 a.m., weekends e billed at regular rates. All work | |
| Labor rates will be paid on the basis of time a material acquisition, handling, delivery or mo supervision may not be chargeable directly, lincluded as an hourly rate for base labor and | vement of contractor of out are to be considere | wned by rental equipment, and project | |
| BUSINESS NAME: | | | |
| PRINCIPAL'S SIGNATURE | | | |
| PRINCIPAL'S NAME/TITLE | | | |

| TRADE: PAINTING CONTRACTOR | | | | |
|---|--|--|--|--|
| | | | | |
| LABOR RATES: PAINTING CONTRACTOR | | | | |
| Painter, Lead | \$ per hour | | | |
| Painter, Helper | \$ per hour | | | |
| Laborer | \$ per hour | | | |
| | | | | |
| LABOR RATES, OVERTIME | | | | |
| Painter, Lead | \$ per hour | | | |
| Painter, Helper | \$per hour | | | |
| Laborer | \$ per hour | | | |
| | | | | |
| MATERIAL MARKUP, EQUIPMENT RENTAL AND SU | JBCONTRACTING MARKUP | | | |
| Material Markup: | 15% | | | |
| Equipment Rental and Subcontracting Markup | 10% | | | |
| Rates specified by the Contractor shall include all direct transportation, supervision, general and administrative on the basis of productive time at the job site. Regular through Friday. Overtime hours are defined as Monday and county holidays. However, pre-arranged night shift hours shall be scheduled on job by job basis with the contract through the paid on the basis of time at the job simulatorial acquisition, handling, delivery or movement of supervision may not be chargeable directly, but are to be included as an hourly rate for base labor and/or material | t and indirect overhead costs, such as costs, etc. Labor and material rates will be paid hours are 7:30 a.m. through 4:00 p.m., Monday through Friday, 4:00 p.m. to 7:30 a.m., weekends work is to be billed at regular rates. All work onstruction manager. ite. Time spent for transportation of workers, contractor owned by rental equipment, and project be considered overhead. These costs must be | | | |
| CONTRACTOR | | | | |
| PRINCIPAL'S SIGNATURE | | | | |
| PRINCIPAL'S NAME/TITLE | | | | |
| VIRGINIA CLASS A CONTRACTOR LICENSE NUMBE | ER | | | |
| VIRGINIA CLASS B CONTRACTOR LICENSE NUMBE | ER | | | |

| TRADE: PAVING | | | |
|---|--|--|--|
| | | | |
| LABOR RATES: PAVING | Ф. | | |
| Mechanic, Lead Mechanic, Helper | \$ \$ | per hour per hour | |
| Laborer | \$ \$ | per hour | |
| LABOR RATES, OVERTIME | | | |
| Mechanic, Lead | \$ | per hour | |
| Mechanic, Helper | \$ | per hour | |
| Laborer | \$ | per hour | |
| MATERIAL MARKUP, EQUIPMENT RENTAL AND SUBC | ONTRACTING | MARKUP | |
| Material Markup: | 15% | | |
| Equipment Rental and Subcontracting Markup | 10% | | |
| transportation, supervision, general and administrative costs on the <u>basis of productive time at the job site</u> . Regular hour through Friday. Overtime hours are defined as Monday through and county holidays. However, pre-arranged night shift work hours shall be scheduled on job by job basis with the construction that the polyside is the paid on the basis of time at the job site. The material acquisition, handling, delivery or movement of contractions are to be considered as an hourly rate for base labor and/or material. | s are 7:30 a.m. ugh Friday, 4:0 is to be billed uction manage Time spent for ractor owned b | through 4:00 p.m., Monday 00 p.m. to 7:30 a.m., weekends at regular rates. All work r. transportation of workers, y rental equipment, and project | |
| CONTRACTOR | | | |
| PRINCIPAL'S SIGNATURE | | | |
| PRINCIPAL'S NAME/TITLE | | | |
| VIRGINIA CLASS A CONTRACTOR LICENSE NUMBER_ | | | |
| VIRGINIA CLASS B CONTRACTOR LICENSE NUMBER_ | | ····· | |

PLUMBING CONTRACTOR TRADE: LABOR RATES: PLUMBING CONTRACTOR Plumber, Lead per hour Plumber, Helper \$ per hour **Pipefitter** per hour Steamfitter per hour LABOR RATES, OVERTIME Plumber, Lead per hour Plumber, Helper per hour **Pipefitter** per hour Steamfitter per hour MATERIAL MARKUP, EQUIPMENT RENTAL AND SUBCONTRACTING MARKUP 15% Material Markup: Equipment Rental and Subcontracting Markup 10% Markup on materials and equipment rental shall only be for the material or rental of equipment. Sales tax paid will be reimbursed as a separate line on the invoice. Contractor Owned Equipment listed on page 6 cannot be marked up or considered equipment rental. Rates specified by the Contractor shall include all direct and indirect overhead costs, such as transportation, supervision, general and administrative costs, etc. Labor and material rates will be paid on the basis of productive time at the job site. Regular hours are 7:30 a.m. through 4:00 p.m., Monday through Friday. Overtime hours are defined as Monday through Friday, 4:00 p.m. to 7:30 a.m., weekends and county holidays. However, pre-arranged night shift work is to be billed at regular rates. All work hours shall be scheduled on job by job basis with the construction manager. Labor rates will be paid on the basis of time at the job site. Time spent for transportation of workers, material acquisition, handling, delivery or movement of contractor owned by rental equipment, and project supervision may not be chargeable directly, but are to be considered overhead. These costs must be included as an hourly rate for base labor and/or material. CONTRACTOR PRINCIPAL'S SIGNATURE PRINCIPAL'S NAME/TITLE VIRGINIA CLASS A CONTRACTOR LICENSE NUMBER VIRGINIA CLASS B CONTRACTOR LICENSE NUMBER

TRADE: ROOFING CONTRACTOR LABOR RATES: ROOFING CONTRACTOR Superintendent per hour Roofer, Lead \$ per hour Roofer, Helper per hour **Equipment Operator** per hour Laborer per hour LABOR RATES, OVERTIME Superintendent _____ per hour Roofer, Lead per hour ____ per hour Roofer, Helper **Equipment Operator** per hour Laborer per hour MATERIAL MARKUP, EQUIPMENT RENTAL AND SUBCONTRACTING MARKUP Material Markup 15% Equipment Rental and Subcontracting Markup 10% Markup on materials and equipment rental shall only be for the material or rental of equipment. Sales tax paid will be reimbursed as a separate line on the invoice. Contractor Owned Equipment listed on page 6 cannot be marked up or considered equipment rental. Rates specified by the Contractor shall include all direct and indirect overhead costs, such as transportation, supervision, general and administrative costs, etc. Labor and material rates will be paid on the basis of productive time at the job site. Regular hours are 7:30 a.m. through 4:00 p.m., Monday through Friday. Overtime hours are defined as Monday through Friday, 4:00 p.m. to 7:30 a.m., weekends and county holidays. However, pre-arranged night shift work is to be billed at regular rates. All work hours shall be scheduled on job by job basis with the construction manager. Labor rates will be paid on the basis of time at the job site. Time spent for transportation of workers, material acquisition, handling, delivery or movement of contractor owned by rental equipment, and project supervision may not be chargeable directly, but are to be considered overhead. These costs must be included as an hourly rate for base labor and/or material. CONTRACTOR PRINCIPAL'S SIGNATURE PRINCIPAL'S NAME/TITLE

VIRGINIA CLASS A CONTRACTOR LICENSE NUMBER

VIRGINIA CLASS B CONTRACTOR LICENSE NUMBER

TRADE: TELECOMMUNICATION LABOR RATES: TELECOMMUNICATION Low Voltage Wiring Technician, Lead per hour Computer/Phone Wiring Technician, Lead per hour Sound System Wiring Technician, Lead per hour Fire Alarm Wiring Technician, Lead per hour \$ per hour Security System Wiring Technician, Lead Technician I per hour LABOR RATES, OVERTIME Low Voltage Wiring Technician, Lead ____ per hour Computer/Phone Wiring Technician, Lead per hour Sound System Wiring Technician, Lead per hour Fire Alarm Wiring Technician, Lead per hour Security System Wiring Technician, Lead per hour Technician I per hour MATERIAL MARKUP, EQUIPMENT RENTAL AND SUBCONTRACTING MARKUP: Material Markup: 15% Equipment Rental and Subcontracting Markup 10% Markup on materials and equipment rental shall only be for the material or rental of equipment. Sales tax paid will be reimbursed as a separate line on the invoice. Contractor Owned Equipment listed on page 6 cannot be marked up or considered equipment rental. Rates specified by the Contractor shall include all direct and indirect overhead costs, such as transportation, supervision, general and administrative costs, etc. Labor and material rates will be paid on the basis of productive time at the job site. Regular hours are 7:30 a.m. through 4:00 p.m., Monday through Friday. Overtime hours are defined as Monday through Friday, 4:00 p.m. to 7:30 a.m., weekends and county holidays. However, pre-arranged night shift work is to be billed at regular rates. All work hours shall be scheduled on job by job basis with the construction manager. Labor rates will be paid on the basis of time at the job site. Time spent for transportation of workers, material acquisition, handling, delivery or movement of contractor owned by rental equipment, and project

supervision may not be chargeable directly, but are to be considered overhead. These costs must be

included as an hourly rate for base labor and/or material.

| TRADE: MISCELLANEOUS | | | |
|--|--|--|-------------------------------------|
| DESCRIPTION OF TRADE: | WIIOOLLL | ANLOGO | |
| | | | |
| LABOR RATES | | | |
| | | nor hour | |
| Superintendent Lead | \$ \$ | per hour per hour | |
| Helper | Ψ <u></u> \$ | per hour | |
| Laborer | \$ | per hour | |
| 2455151 | Ψ | por riodi | |
| LABOR RATES, OVERTIME | | | |
| Superintendent | \$ | per hour | |
| Lead | \$ | per hour | |
| Helper | \$ | per hour | |
| Laborer | \$ | per hour | |
| | | | |
| MATERIAL MARKUP, EQUIPMENT RENTAL A | ND SUBCON | NTRACTING MARKUP | |
| Material Markup: | | 15% | |
| Equipment Rental and Subcontracting M | /larkup | 10% | |
| Sales tax paid will be reimbursed as a separal listed on page 6 cannot be marked up or constituted on page 6 cannot be marked up or constituted on page 6 cannot be marked up or constituted and page 6 cannot be marked up or constituted as specified by the Contractor shall include all transportation, supervision, general and administ on the basis of productive time at the job site. Rethrough Friday. Overtime hours are defined as Mand county holidays. However, pre-arranged night hours shall be scheduled on job by job basis with Labor rates will be paid on the basis of time at the material acquisition, handling, delivery or movem supervision may not be chargeable directly, but a included as an hourly rate for base labor and/or respectively. | Il direct and inc trative costs, e egular hours a Monday through ht shift work is hathe construction e job site. Timent of contractare to be consi | oment rental. Indirect overhead costs, such as etc. Labor and material rates will be pare 7:30 a.m. through 4:00 p.m., Mond of Friday, 4:00 p.m. to 7:30 a.m., wee is to be billed at regular rates. All work thion manager. The spent for transportation of workers of the country of the countr | aid day kends , project |
| CONTRACTORPRINCIPAL'S SIGNATURE | | | |
| | | | |
| | | | |
| VIRGINIA CLASS A CONTRACTOR LICENSE N | IUMBER | | |
| VIRGINIA CLASS B CONTRACTOR LICENSE N | NUMBER | | |

Please refer to page one for instructions to submit your saved data.