

Thank you for your interest in working with NorthPoint Construction Management, LLC.

We value our collaborations with local subcontractors and suppliers and strive to forge meaningful and lasting partnerships. Please complete the following information to start NorthPoint Construction's pre-qualification process.

Once submitted, a request to complete the pre-qualification will be emailed to the provided contact.

Please note that the following documents will be required:

- Copy of application below
- W9
- Certificate of Insurance (please refer to Page 3 for Insurance requirements)
- Current EMR (Experience Mod Rate)
- RECENT Financial Statements (Balance Sheet & Income Statements) - [email to prequal@northpointcm.com](mailto:prequal@northpointcm.com)
- CURRENT Backlog Estimate - [email to prequal@northpointcm.com](mailto:prequal@northpointcm.com)

Subcontractor Company Information:

1. Organization Name (as it appears on line 2 of your W-9)

2. Company Location Address (as it appears on line 5 of your W-9)

Company Phone # _____ Street _____

City _____ State _____ Zip _____

Company Mailing Address: (if different than above address)

Street _____

City _____ State _____ Zip _____

3. Company Description: (What services / materials do you provide? How long have you been in business? Notable current and completed projects? What state(s) do you offer your services in?)

4. Company Federal Tax ID# (if you report business activity via a SSN – STOP. Please email prequal@northpointcm.com or call 603-546-2000 for required steps. Do not enter a personal SSN on this form).

5. Current EMR (Experience Mod Rate) – Please provide proof of EMR via certified document by insurance broker or NCCI.

6. Contact Information:

Accounts Receivable: Name

Job Title E-mail

Cell Phone

Estimating: Name

Job Title E-mail

Cell Phone

7. Social Media Accounts:

Website

Facebook

LinkedIn

8. Last (3) Medium/Large Projects:

Project Name Address

Project Name Address

Project Name Address

Please send completed forms and above-mentioned documentation to:

Insurance Requirements

Article 13.1 is amended to read:

13.1.1 Prior to commencing work on any project for NorthPoint Construction Management, LLC (NPCM), the Subcontractor agrees to carry, at a minimum, the following coverage through companies and agencies satisfactory to NPCM and adhering to any special terms and conditions set forth below. Should the Subcontractor's coverage exceed these minimum requirements, your total limits shall be available to pay claims under this contract. Policies shall not contain cross-suits exclusions that exclude coverage for suits or claims made against the subcontractor by any party named as an additional insured. Policies shall not contain any residential or EIFS exclusion, if these risks are part of the work performed. Policies shall contain contractual liability-Railroads if any work is performed within 50 feet of the Railroad property.

- 1) **Commercial General Liability (CGL)** with limits of Insurance of not less than \$1,000,000 each occurrence and \$2,000,000 General Aggregate, \$2,000,000 products and completed operations aggregate and \$1,000,000 personal and advertising injury, \$50,000 damage to rented premises, \$5,000 medical expense, \$100,000 CG437 – damage to intangible property and \$100,000 jobsite pollution.
 - a) Per Project General Aggregate required for each project.
 - b) CGL coverage shall be written on ISO Occurrence form providing equivalent coverage and shall cover liability arising out of premises, operations, independent contractors, products–completed operations, and personal and advertising injury.
 - c) On all projects and work completed by the Subcontractor for NPCM, the Subcontractor shall name as additional insureds NPCM, General Contractor, Owner and any other party required of the Prime Contract. Additional insured provisions shall apply to all liability policies, except workers compensation, and shall apply to both ongoing and completed operations. Under CGL, additional insured forms shall be **CG2010 10 01** and **CG2037 10 01** or carrier equivalent. The coverage provided by the Subcontractor shall be written on a primary, non-contributory basis and will not seek contribution from any other insurance available to an additional insured, with the exception of worker's compensation coverage.
 - d) Completed Operations coverage with additional insured status shall be maintained for a minimum of Five (5) years or statute of repose, whichever is greater.
- 2) **Automobile Liability**
 - a) \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage covering “any auto” – CA9948, MCS90 where applicable.
 - b) Business Auto coverage must include coverage for liability arising out of all owned, leased, hired and non-owned automobiles.
 - c) NPCM, Owner and all other parties required of the NPCM, shall be included as additional insureds on a primary and non-contributory basis.
- 3) **Worker's Compensation and Employer's Liability**
 - a) Employers Liability Insurance limits of at least \$1,000,000 each accident, \$1,000,000 each disease–each employee and \$1,000,000 disease policy limit.
 - b) 3-A State of Work, listed on certificate
 - c) Excluded Officers must be listed.
 - d) If using temporary labor, Alternate Employer Endorsement is required naming NPCM and Subcontractor as insureds
 - e) Where applicable, U.S. Longshore and Harbor workers Compensation Act shall be attached to the policy.
 - f) Where applicable, the Maritime Coverage Endorsement shall be attached to the policy.
 - g) **Verifiable coverages shall apply to each and every state in which Subcontractor performs work** under this or any agreement or Purchase Order for Contractor or the underlying Prime Contract.
- 4) **Commercial Umbrella**
 - a) Umbrella must be at least \$3,000,000 per occurrence; \$3,000,000 personal & advertising injury, \$3,000,000 General Aggregate; and \$3,000,000 Products/Completed Operations Aggregate.
 - b) Umbrella coverage must include all entities that are additional insureds on the CGL.
 - c) Umbrella coverage for such additional insureds shall apply as excess over any other insurance or self-insurance,

including any deductible, maintained by, or provided to, the additional insured other than the CGL and auto liability coverage's maintained by the Subcontractor.

5) Pollution Liability (if applicable to type/scope of work)

- a) \$2,000,000 each occurrence and \$2,000,000 aggregate
- b) Mold coverage is Mandatory

6) Professional Liability (if applicable to type/scope of work)

- a) Umbrella must be at least \$3,000,000 per occurrence; \$3,000,000 personal & advertising injury, \$3,000,000

Applicable to ALL coverage except Worker's Compensation and Professional Liability

Additional insured for ongoing and completed operations; waiver of subrogation and primary, non-contributory basis seeking no contribution from any other coverage available to additional insured. Additional insured shall be any and all parties designated by NPCM or the project owner.

Waiver of Subrogation

Subcontractor waives all rights against NPCM, Owner and Architect and their agents, officers, directors and employees for recovery of damages to the extent these damages are covered by CGL, Automobile, Umbrella or Workers Compensation, except where prohibited by state statute and employers liability insurance maintained per the requirements stated above. No waiver on employer's liability.

Article 13.3 is amended to include the following:

Attached to each certificate of insurance shall be a copy of Additional Insured Endorsement that is part of the Subcontractor's CGL policy. All policies shall provide a minimum of Thirty (30) day notice of cancellation or non-renewal to NPCM, except for Ten (10) days for nonpayment of premium. Subcontractor is obligated to provide Notice of Cancellation or Non-Renewal to NPCM.