

SUBCONTRACTOR UTILIZATION FORM

This form is provided as an example/courtesy; however the Contractor may submit the information in standard project planning documents that summarize the requested information below.

A FORMAT SIMILAR TO THIS MUST BE INCLUDED WITH REQUEST FOR FINAL PAYMENT if project is less than three months in duration. Otherwise it must be submitted quarterly or in accordance with any requirements (federal, state, etc.) associated with the funding source.

This form should NOT be included as part of any bid or proposal.

Prime Contractor's Name: _____

Contract Title: _____

Contract Number: _____

Total Original Contract Amount: \$_____

Total Value of Change Orders (if applicable) \$_____

Revised Total Amount of Contract (Original plus Change Orders)\$ _____

Provide the following information for **ALL** Subcontractors, *whether or not they are being utilized to achieve MBE/WBE goals* on this contract. (Duplicate this page, if necessary.)

Subcontractor Name	Goods or Services Provided	\$ Amount of Subcontract	\$ Amount Paid to Date	Explain discrepancy between amount of subcontract and amount paid to date, from previous two columns (if applicable)