

**STATE OF NEVADA
DEPARTMENT OF TRANSPORTATION
Subcontractor/Service Provider Request**

NDOT Contract No: _____ Resident Engineer: _____ Date: _____

Prime Contractor (Company Name): _____

Project Location/Description: _____

Funding: _____

Sub-Agreement Type (select one): Subcontractor Service Provider Hauling/Trucking

Est. Sub-Agreement Total Amount: _____ Est. Start Date: _____ Est. End Date: _____

Requested by (Company Name, if not Prime): _____

Sub/Service Provider Requested (Legal Business Name): _____

Sub/Service Provider Contact Name: _____ Telephone No.: _____

Sub/Service Provider Email Address: _____

NV State Business License No.: _____ Expiration Date: _____

NV Contractor License No(s): _____

License Monetary Limit: _____ Expiration Date: _____

Is the requested Subcontractor/Service Provider a Nevada Certified DBE? Yes No

Subject to Prevailing Wage? (select one): Yes No Some, but not all, work is subject to Prevailing Wage **(If subject to Prevailing Wage, Certified Payroll Reports must be submitted through the LCPtracker system)**

Complete if performing bid item work (leave blank if not bid item work; add additional sheets as needed):

Bid Item #	Item Description	Sub-Agmt. Amount

Bid Item #	Item Description	Sub-Agmt. Amount

Total of all items above: \$ _____

Describe scope of work, if performing other than bid item work:

The Prime Contractor and Subcontractor/Service Provider (all tiers) acknowledge receipt of the following contract provisions. Each of the contract provisions will be an enforceable part of the sub-agreement, and will be included in all sub-agreements either by reference, or as a physical inclusion to the subcontract as indicated below. Upon receipt of this approved request, all subcontractors and service providers must be listed in the B2GNow system for this contract. All sub-agreements with appropriate provisions must be uploaded, and approved in B2GNow, by an NDOT Contract Compliance Officer, before work may be started on the project.

Inclusions for Federal-Aid Projects

1. Form FHWA-1273 (physical inclusion): Required as a physical inclusion for all Subcontractors. Required as a physical inclusion for Service Providers as follows:
 - a. If the work or service is being completed at the “site of work,” **and** the work or service is directly related to the completion of the Public Work and without which work or service such Public Work could not be completed, or the work or service is required by NDOT Specification or Project Special Provision to complete the Public Work, the work or service **would be** subject to FHWA-1273 inclusion.
 - b. If the work or service is **not** being completed at the “site of work,” **or** the work or service is **not** directly related to the completion of the Public Work, **or** the work or service is **not** required by NDOT Specification or Project Special Provision to complete the Public Work, the work or service **would not** be subject to FHWA-1273 inclusion.

Note: “Site of Work” is defined as the physical place or places at which the work or service is performed that is necessary to complete a Public Work or at which a significant portion of the work or service is performed to construct, alter or repair a Public Work, if such place is established specifically for the completion of the Public Work or dedicated exclusively, or nearly so, to the completion of the Public Work. The site of work includes job headquarters, a tool yard, batch plant, borrow pit or any other location that is established for the purpose of completion of a Public Work or that is dedicated exclusively, or nearly so, to completion of a Public Work. The term does not include a permanent home office, branch plant establishment, fabrication plant, tool yard or any other operation of a contractor, subcontractor or supplier if the location or the continued existence of the operation is determined without regard to the completion of a Public Work.

2. Labor Provisions (physical inclusion for all sub-agreements subject to prevailing wage): The Designated Hourly Minimum Wage Rates supplied by the United States Department of Labor and the Labor Commissioner of the State of Nevada.
3. Certification on Restrictions on Lobbying Using Appropriated Federal Funds (physical inclusion of completed form).
4. Additional Contract Provisions – Supplement to the Weekly Certified Payrolls (physical inclusion for all sub-agreements subject to prevailing wage).
5. Subcontract Provisions, Nevada Revised Statutes (physical inclusion for all sub-agreements).
6. Postings and Notices (by reference or physical inclusion for all sub-agreements).

Inclusions for State Funded Projects

1. Labor Provisions (physical inclusion for all sub-agreements subject to prevailing wage): The Designated Hourly Minimum Wage Rates supplied by the Labor Commissioner of the State of Nevada.
2. Subcontract Provisions, Nevada Revised Statutes (physical inclusion for all sub-agreements).
3. Additional Contract Provisions – Supplement to the Weekly Certified Payrolls (physical inclusion for all sub-agreements subject to prevailing wage).
4. Postings and Notices (by reference or physical inclusion for all sub-agreements).

Prime Authorized Signer	Authorized Signer for Requester (if other than Prime)	Authorized Signer for Requested Sub/Service Provider
Name/Title/Date	Name/Title/Date	Name/Title/Date

For NDOT Use Only

Recommended: _____
Resident Engineer Date

% Subject to Self-Performance: _____ % Subcontracted to Date (with this request): _____

\$ Subject to Self-Performance: _____ \$ Subcontracted to Date (with this request): _____

Approved: _____
Contract Compliance Officer Date