**Exhibit 16-B Subcontracting Request**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| CONTRACTOR NAME | | | | | COUNTY | | ROUTE |
| BUSINESS ADDRESS | | | | | CONTRACT NUMBER | | |
| CITY AND STATE | | | ZIP CODE | | FEDERAL-AID PROJECT NUMBER | | |
| A. SUBCONTRACTOR  (Name, Business Address, Phone) | B. BID ITEM NUMBER (S) | C. PERCENTAGE OF BID ITEM SUBCONTRACTED | D. SUB LISTED AT BID TIME | E. CERTIFIED DBE | F. DESCRIBE WORK WHEN LESS THAN 100% OF WORK IS SUBCONTRACTED | G. DOLLAR AMOUNT BASED ON THE BID  AMOUNT | |
|  |  |  | Yes No | Yes No |  |  | |
|  |  |  | Yes No | Yes No |  |  | |
|  |  |  | Yes No | Yes No |  |  | |
|  |  |  | Yes No | Yes No |  |  | |
|  |  |  | Yes No | Yes No |  |  | |
|  |  |  | Yes No | Yes No |  |  | |

I certify that

* The Standard Provisions for labor set forth in the contract apply to the subcontracted work
* If applicable, Form FHWA- 1273 of the Special Provisions have been inserted in the subcontracts and should be incorporated in any lower-tier subcontract. Written contracts have been executed for the above noted subcontracted work.

|  |  |
| --- | --- |
| Contractor Signature | Date |

|  |  |  |
| --- | --- | --- |
| This section is to be completed by the resident engineer. | | |
|  | | |
| 1. Total of bid items |  | $ |
| 1. Conctractor myst perform woth own forces (lines 1 X contract req. %) | $ |  |
| 1. Bid items previoulsy subcontracted (taken fromn previously approved 16-B) | $ |  |
| 1. Bid items subcontracted (this request) | $ |  |
| 1. Total (lines 3 + 4) |  | $ |
| 1. Balance of work contractor to perfrom (lines 1 minus 5) | $ |  |

|  |  |
| --- | --- |
| Approved | |
| Resident Engineer’s Signature | Date |
| Copy Distribution : Original-Contractor Copy- Resident Engineer Copy- OBEO- [smallbusinessadvocate@dopt.ca.gov](mailto:smallbusinessadvocate@dopt.ca.gov) or fax to (916) 324-1949 | |

## INSTRUCTIONS FOR COMPLETING SUBCONTRACTING REQUEST FORM

**All first-tier subcontractors must be included on a subcontractor request**

Before subcontracting work starts, the contractor will submit an original CEM-1201 according to the Standard Specifications. After approval, the RE returns the original to the contractor and complete the remaining distribution as listed on the bottom of the form.

When an entire item is subcontracted, show the contractor's bid price.

When a portion of an item is subcontracted, describe the portion and show the percentage of the bid item and value.

In August 2008, the Standard Specifications were amended to eliminate specialty items. Enter Zeros or applicable amounts for specialty items should be entered in lines 2 and 3 of this form, depending on whether the contract includes the amendment.

**THIS FORM IS NOT TO BE USED FOR SUBSTITUTIONS OF SUBCONTRACTORS AND UDBE, DVBE OR SMALL BUSINESS ENTITY**