



Request to Modify / Change Subcontractor

(One subcontractor change per form only)

Name of General Contractor:		Date of Request
Solicitation # / Project #	Project Title	
Current Subcontractor		Current Work Type
Name:		Union Affiliations (if applicable)
Contact (name / ph.# / email):		
Current % of Total Bid	%	
Name of proposed Subcontractor, if different		Proposed Work Type -
Name:		Union Affiliations (if applicable):
Contact (name / ph.# / email):		
Proposed % of Total Bid	%	
Demonstration of Certifications / Qualifications (may attach documents)		
Reason for Proposed Modification or Change		
General Contractor - Signing Authority		
Name / Title		Signature

[This page retained in Project file with Request](#)

Request to Modify / Change Subcontractor City Verification

Project Manager Name / phone number / email address

Project Manager to complete the following:

Is the subcontractor currently suspended by the City ?**	YES	NO
Was the subcontractor a competing Supplier on the original solicitation?*	YES	NO
Comments:		
Risks and Mitigation Related to Budget, Schedule, and Quality:		

To be completed by City of Toronto's Fair Wage Office prior to approval:

The Proposed Subcontractor complies with the City's Fair Wage Policy	YES	NO
Confirmed By:	Date	

OR:

This is an <u>emergency request</u> and will be held in the project file for Fair Wage Reference	YES
Reason for emergency:	

** For current list of suspended contractors see:

<https://www.toronto.ca/business-economy/doing-business-with-the-city/search-bid-on-city-contracts/suspended-disqualified-firms/>

* If Suppliers originally participating in the solicitation not known, contact PMMD



[This page is returned to the Contractor \(and copy retained in the Project file\)](#)

Request to Modify / Change Subcontractor City Approval

Name of General Contractor:	Date of Request

Solicitation # / Project #	Project Title

Name of Requested Subcontractor	Work to be performed



I APPROVE THE REQUESTED SUBCONTRACTOR CHANGE/MODIFICATION	YES	NO
Project Manager Name and Signature		

	Date

If No, reason as follows:
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