



Prequalification Overview and Tips

Thank you for seeking to be an XL Construction (XLC) trade partner. Prequalification is required for all subcontractors bidding *construction* scopes valued at \$100,000 or greater.

Prequalification Steps:

1. Create an Autodesk Building Connected (BC) account (if you do not have one already); accounts are free. <https://app.buildingconnected.com/login>
 2. Link your account to your company profile in BC (see website below).
 3. Send an email to prequal@xlconstruction.com with your company name and contact information to receive an invitation in BC.
 4. Use the prequalification application link included in the email from BC; check your spam folder and verify company point of contact in BC.
 5. Navigate to “Qualifications” and locate XL Construction’s application.
 6. Complete and **submit** the application with **supporting documents**.
- XLC will review your application and inform your company via email or phone if we need additional information.
 - If your company information changes (financial statements, EMR, licenses, certifications) please contact prequal@xlconstruction.com.
Prequalification is effective for one (1) year and applies to all XL Construction projects.

Helpful Tips:

1. **Documents:** Gather documents prior to beginning online application. Documents include: licenses, union status, safety, insurance, and financial statements (balance sheet and income statement from the most recent fiscal year).
 2. **BC Account:** Individual accounts are linked to your company. Your company manages which individuals within your company have access to the account. XLC and BC cannot change company contact information.
 3. **One BC Profile:** BC retains your company information for all prequalification applications (new/renewal and other general contractors).
 4. **Safety / EMR:** If your company has an EMR above 1.00, XLC will require additional safety information for our review.
 5. **XL Exhibits:** XLC does not modify subcontract exhibits: Terms and Conditions, Insurance, and General Requirements.
- Questions: prequal@xlconstruction.com or XL Construction (408) 240-6000
 - For more information: <https://www.xlconstruction.com/trade-partners/>
 - Create a Building Connected account and link to your company profile:
<https://support.buildingconnected.com/hc/en-us/articles/360005512353-How-users-can-create-accounts-in-BuildingConnected>
 - <https://support.buildingconnected.com/hc/en-us/categories/360002091233-Qualifications-for-vendors>