



# Reytec

Construction Resources, Inc.

## WE'RE EXCITED TO WORK WITH YOU!

### Becoming a Reytec Subcontractor

Reytec values strong subcontractor partnerships and works to make the onboarding process as straightforward as possible. We are always looking to build relationships with qualified trade partners who share our commitment to safety, quality, and reliability. This overview outlines the simple steps to become a subcontractor with Reytec, including registration, required documentation, and key expectations, so you can get prequalified and ready to work with minimal hassle.

### Subcontractor Requirements

- Company Name
- Owner
- Phone Number
- Mailing Address
- Company Email Address
- Company Expertise
- W9
- Proof of Insurance
- List of employees/key contacts
- Financial Statement (if available)
- Project Experience
- How long have you been in business?
- Type of equipment
- The prime usually sets up all subs with their LCPTracker and B2G and the subcontractors are responsible for keeping it up to date.



**Working with the  
City of Houston**

**B2G**

**Pay Option Reporting  
(Workforce Audit):**

Vendors will create a Workforce Employee List showcasing all active employees working on the City of Houston project.

Vendors will complete a weekly workforce audit by the end of each month. Vendors must provide the Total Hours Worked and individual Hours Worked by each covered employee as part of the weekly workforce audit.

Total Hours Worked = Total Number of Hours Employee worked for Employer.

Hours Worked = Total Number of Hours Employee worked on COH project.



713-957-4003

**Reytec**  
Construction Resources, Inc.



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## Subcontractor Information

Company Name: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Company Email Address: \_\_\_\_\_

Company Expertise: \_\_\_\_\_

Key Contacts: (include name, phone number and email address)

- Owner: \_\_\_\_\_
- Primary contact: \_\_\_\_\_
- Accounting contact: \_\_\_\_\_
- Compliance contact: \_\_\_\_\_

How Long Has Company Been in Business: \_\_\_\_\_

Type of Equipment: \_\_\_\_\_

Required Attachments:

- W9
- Proof of Insurance
- Financial Statement (if available)
- Project Experience

Email form to:  
[subcontracting@reytec.com](mailto:subcontracting@reytec.com)



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Questions? Contact Jordyn Hayden at [subcontracting@reytec.com](mailto:subcontracting@reytec.com)



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