

**HUB Subcontracting Plan (HSP)
Prime Contractor Progress Assessment Report (PAR)**

Form Completion Instructions (please complete ALL sections):

1	Contract number assigned by UT System Administration (UTS).
2	Date contract was signed by both UTS and prime contractor.
3	Leave blank (completed by UTS).
4	Enter the RFP number that the Prime responded to before award.
5	Enter the Pay App Number
6	Change Order Number (if applicable)
7	Project Number assigned by Office of Capital Projects
8	Contractor name.
9	State of Texas VID (14 digits) or Fed ID- (9 digits) of prime contractor.
10	Awarded company (prime) contact person
11	
12	Contractor's UTS Contract Number
13	Contractor's Pay App Number
14	Contractor's UTS Contract Number = "Y" or "V" = "Y" or "V"
15	Contractor's UTS Contract Number = "Y" or "V" = "Y" or "V"
16	Contractor's UTS Contract Number = "Y" or "V" = "Y" or "V"
17	Total amount subcontractors under this contract = "Y" or "V" = "Y" or "V"
18	Contractor's UTS Contract Number = "Y" or "V" = "Y" or "V"
19	Contractor's UTS Contract Number = "Y" or "V" = "Y" or "V"
20	Contractor's UTS Contract Number = "Y" or "V" = "Y" or "V"
21	Will be automatically calculated
22	Will be automatically calculated
23	Signature of authorized person in prime contractor, who has verified the report is correct.
24	Title of signing authority.
25	Date signed
26	Printed Name of authorized person in prime contractor, who has verified the report is correct
27	Phone Number of authorized person in prime contractor, who has verified the report is correct.

