

**SMALL WORKS ROSTER
GENERAL REQUIREMENTS & CONDITIONS**

To Whom It May Concern,

We appreciate your interest in being added to the City of Republic's Small Works Roster. Please review the General Requirements and Conditions Document and all requirements listed on the application.

Keep the first two pages of this packet for your records and return the last two pages of the completed application to Republic City Hall via any of the following methods:

By Mail: PO Box 331
Republic, WA 99166

By Email: cityclerk@republicwa.org

Once your application has been received it will be reviewed for addition to our Small Works Roster. Your application will be kept on file. *If any of your information changes, please notify us as soon as possible.*

Regards,
City of Republic

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1. All work shall be completed in accordance with applicable laws, ordinances, codes and regulations. Unless otherwise specified, Contractor shall be responsible for obtaining all permits and approvals from agencies with jurisdiction.
 2. Contractor shall comply with the requirements of RCW Ch. 39.12 regarding the payment of prevailing wages, including the requirements to deliver a Statement of Intent to Pay Prevailing Wages and post notice of such intent prior to commencement of work, and to file an Affidavit of Wages Paid after completion of the work. Prevailing wage rates can be found on Labor & Industries' website: <http://www.lni.wa.gov/TradesLicensing/PrevWage/WageRates/default.asp>
 3. All work under this Agreement shall be subject to the requirements of RCW 60.28.011 regarding the retention of a percentage of the amount to be paid Contractor or the provision of other security, pending the completion of the work and the release of any and all liens by subcontractors and suppliers.
 4. If the price to be paid for the work by the City exceeds \$35,000, Contractor shall, pursuant to RCW 39.08.010, post a performance/payment bond.
 5. If the price to be paid for the work by the City is less than \$35,000, Contractor shall, pursuant to RCW 39.08.010, either post a performance/payment bond or the Owner will retain 50% of the contract amount for a period of 45 days from date of acceptance or until necessary releases and settlement from liens, if any, whichever is later.

CITY OF REPUBLIC

987 S. CLARK AVE | P.O. BOX 331 REPUBLIC, WA 99166
PHONE: 509-775-3216 | WWW.CITYOFREPUBLIC.ORG

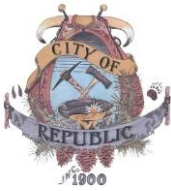


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6. Contractor shall maintain General Liability Insurance (\$1,000,000 per occurrence), Automobile Liability coverage, and evidence of Worker's Compensation. Such insurance shall protect against claims arising from any act or omission of the Contractor or the subcontractors or by anyone employed directly or indirectly by either of them. A certificate of insurance evidencing the coverage shall be forwarded to the City of Republic, prior to the commencement of work. The City carries builder's risk insurance on its property for the interest of the City only. The contractor is responsible for any damage, which it may cause. The contractor may choose to purchase builder's risk or other insurance to cover this risk.
7. Contractor shall protect all occupants and property from injury or damage caused by the work, and to the extent possible. Contractor shall minimize any disruption of normal functions and activities of the City during the work.
8. Contractor shall clean up and remove all refuse and unused materials from areas open to the public at the end of each workday, and from all areas prior to final completion of the work. Contractor shall repair, at contractor's expense, any damage caused by contractor while working pursuant to this Contract.
9. All activities performed by Contractor are performed at its own risk. Contractor shall hold the City and authorities having jurisdiction harmless and defend the City against all claims, liens, suits, expenses, or other liability for injury or death to any person or damage to or destruction of any property arising from contractor's performance of the work, provided this provision shall not apply to any injury, death, damage or destruction caused by the sole negligence of the City.
10. Contractor shall guarantee all work to be new and free from faults and defects in materials and workmanship for a period of one year after the date of the City's acceptance of the work, or for any longer period of time required by law.
11. Contractor shall comply fully with all ADA/504 requirements.
12. Prior to submitting the proposal, the Contractor and each Subcontractor shall have evaluated and satisfied themselves as to the conditions and limitations under which the Work is to be performed.
13. The City shall have the right to terminate the Agreement for default if the Contractor:
 - a. Refuses or fails to supply sufficient properly skilled workmen or materials of the proper quality, or
 - b. Fails to prosecute the work continuously to completion with promptness and diligence, or
 - c. Fails to perform any of Contractor's obligations under the Agreement
14. The City reserves the right to request, prior to the release of final payment, that Contractors must submit proof of payment, for themselves and all subcontractors under their direct control, of all L&I Premiums affected by this project to the City.
15. Send all necessary paperwork to the City with completed application.

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SMALL WORKS ROSTER APPLICATION

In accordance with RCW 28A.335.190, the undersigned requests to be added to the Small Works Roster of the City of Republic and wishes to have the opportunity to submit quotations for the type of work and size of projects as shown below.

Contractors employed by the City of Republic shall comply with all federal and local laws, ordinances, codes and regulations which in a manner affect those engaged or employed in the contracted work, the materials, equipment or procedures used in the work, or which in any way would affect the conduct on the work. State laws with which contractors shall comply include, but are not limited to:

- Chapter 18.27 RCW relating to registration of contractors;
- Chapter 39.08 RCW relating to contractor's bonds;
- Chapter 39.12 RCW relating to prevailing wages on public works;
- Chapter 60.28 RCW relating to liens for labor, materials, taxes on public works, and retained Percentages

The City of Republic is an equal opportunity employer. Compliance with applicable Federal and State nondiscrimination laws is a condition precedent to the right to quote and that violation of said laws may result in the rejection of a bid or subsequent cancellation of the Contract.

Legal Name of Firm: _____

Business Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Email: _____

Contact Name: _____ Title: _____

WA State Contractors License Number: _____ Expiration Date: _____

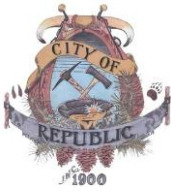
Please include hard copies of the following information with your completed application:

- IRS Form W-9 / Federal Tax Identification Number _____
- Certificate of Liability Insurance (Must name the City of Republic as an additional insured with the additional insured endorsement attached)

Name of liability Insurance Provider: _____

Washington Unified Business Identifier (UBI) Number: _____

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Please list three professional references: Name of contact, phone number or email, type of work performed:

- 1. _____
- 2. _____
- 3. _____

Please check **ONLY** the type(s) of work for which you are **LICENCED** and have **EXPERTISE**:

- | | | |
|---|---|---|
| <input type="checkbox"/> Acoustical Ceiling Systems | <input type="checkbox"/> Fire Alarm/Security Systems | <input type="checkbox"/> Painting |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Flooring | <input type="checkbox"/> Paving/Seal Coating/Striping |
| <input type="checkbox"/> Playground Equipment/Bleachers | <input type="checkbox"/> Carpeting/General Flooring | <input type="checkbox"/> Grading/Excavation |
| <input type="checkbox"/> Plumbing | <input type="checkbox"/> Carpentry/Remodeling | <input type="checkbox"/> Roofing |
| <input type="checkbox"/> Doors/Finish Hardware | <input type="checkbox"/> Network/Low Voltage Wiring | <input type="checkbox"/> Well Rehabilitation |
| <input type="checkbox"/> Site Clearing/Excavation | <input type="checkbox"/> Concrete Flatwork | <input type="checkbox"/> HVAC/Ductwork |
| <input type="checkbox"/> Sprinkler Systems (fire) | <input type="checkbox"/> Demolition | <input type="checkbox"/> Hydro seeding |
| <input type="checkbox"/> Stage Equipment | <input type="checkbox"/> Insulation/Weather Stripping | <input type="checkbox"/> Drywall |
| <input type="checkbox"/> Underground Storage Tank Removal | <input type="checkbox"/> Intercom Installation/Repair | <input type="checkbox"/> Fencing |
| <input type="checkbox"/> Underground Utilities | <input type="checkbox"/> Electrical (commercial) | <input type="checkbox"/> Landscaping/Irrigation |
| <input type="checkbox"/> Wall Coverings | <input type="checkbox"/> Environmental Work | <input type="checkbox"/> Masonry |
| <input type="checkbox"/> Windows/Blinds/Shades/Drapes | <input type="checkbox"/> Grounds Maintenance (including tree service) | |
| <input type="checkbox"/> Civil Engineering | <input type="checkbox"/> Hazardous Material Abatement | |
| <input type="checkbox"/> Asbestos Abatement | <input type="checkbox"/> General Building Construction | |

Comments or explanations, if any, on area of specialization:

By signing this application, I acknowledge that I have read and understand the requirements described and to the best of my knowledge, the information provided is accurate. I certify that I am a responsible bidder per RCW 39.04.350. Further, I understand that the City of Republic is under no obligation to award work based on this application and that the City has the right to remove this application from the Small Works Roster at any time, due to your Company’s qualifications and references. This application will be kept on file.

If any of your information changes it is your responsibility to notify the City of Republic.

Print Name & Title

Signature

Date

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