

Mount Vernon School District No. 320

Facilities Development & Planning

124 E. Lawrence Street, Mount Vernon, Washington 98273-2999

Phone: (360) 428-6118 Fax: (360) 428-6173

REQUEST TO BE ADDED TO SMALL WORKS ROSTER

In compliance with RCW 39.04.155 and RCW 28A.335.190, the undersigned requests to be added to the Small Works Roster of the Mount Vernon School District No. 320, and wishes to have the opportunity to submit proposals for the type of work and size of projects as shown below.

(PLEASE PRINT)

NAME OF FIRM _____

ADDRESS _____

Street

City

State

Zip

BILLING ADDRESS _____

PERSON AUTHORIZED TO PROVIDE
QUOTATIONS AND/OR SUBMIT PROPOSALS:

INSURANCE CARRIER

NAME: _____

TITLE: _____

ADDRESS: _____

PHONE NO.: _____

FAX NO: _____

POLICY NO: _____

EMAIL: _____

EXPIRATION DATE: _____

WA. STATE CONTRACTORS NUMBER:

LIABILITY LIMITS

PERSONAL: _____

PROPERTY: _____

For what type of work do you wish to submit proposals? (If more than one please indicate).

Type of Work:

General Contracting	_____	Paving	_____	Electrical	_____
Heating - General	_____	Fencing	_____	Roofing	_____
Heating - Boilers	_____	Plumbing	_____	Masonry	_____
Cabinet Work	_____	Painting	_____	Carpeting	_____
Building Moving	_____	Land Clearing & Excavation	_____		_____
Landscaping	_____	Intercom Installation/Repair	_____		_____
Other - (Indicate type of work):	_____				

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Areas of particular specialization - Comments or explanations:

REFERENCES - List the names and addresses of at least three (3) governmental agencies or other clients for whom you have performed work in the last two (2) years:

FIRM NAME CONTACT PERSON

ADDRESS PHONE

FIRM NAME CONTACT PERSON

ADDRESS PHONE

FIRM NAME CONTACT PERSON

ADDRESS PHONE

DATE FIRM ESTABLISHED: _____

NUMBER OF EMPLOYEES REGULARLY EMPLOYED: _____

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All work performed for the Mount Vernon School District must be executed in compliance with:

1. RCW 39.12 governing public works contracts
2. All federal, state and local laws regarding non-discrimination and affirmative action.

By signing this application, I certify compliance with the above requirements. Additionally, if awarded a small works job, I agree to provide a certificate of insurance and that the District has the right to retain up to 5% of the payment pending appropriate agency releases. Further, I understand that the District is under no obligation to actually award work based on this application, and that the District has the right to remove this application from the small works roster at any time.

DATED: _____ FIRM NAME: _____

SIGNATURE: _____ TITLE: _____

PRINT SIGNATURE: _____

Office Use Only: Category _____ Date _____