

Benton County Fire Protection District #1

7511 W. ARROWHEAD AVE – SUITE G
KENNEWICK, WASHINGTON 99336-1179
(509) 737-0911 • FAX (509) 737-0927 • staff@bentonone.org

Dear Applicant:

Thank you for your interest in being considered for our small works roster. Please take a few moments, fill out the following forms, attach a completed W-9 form, and return to the administrative office. Benton County Fire District #1 will be selecting contractors, based on the information given to fulfill small public works projects. All accepted contractors are placed on a roster for future projects. Applicants who are not accepted will be notified by mail.

For projects with an estimated cost of \$2,500 to \$35,000, a minimum of three contractors on the roster in that contract category will be requested to quote on the project. For projects with an estimated cost of \$100,000 to \$200,000, at least five contractors on the roster in that contract category will be requested to quote on the project. Once a contractor has been given an opportunity to quote on a project, regardless whether or not the contractor was awarded the project, those contractors will be placed at the bottom of the list and rotated back through to give other contractors on the roster equal opportunity to quote on a project. If less than five contractors are listed, then all contractors listed in that category will be given the opportunity to quote a project.

A written scope of the project being quoted can be obtained by mail, fax or can be picked up at the administrative office. If needed, an on-site inspection may be scheduled if needed to provide for accurate quoting.

All projects are subject to prevailing wage laws. Compliance of all prevailing wage laws is mandatory. A statement of intent to pay prevailing wages and affidavit of wages paid must be submitted to the Benton County Fire District #1 Attn: April Ewing, at 7511 W. Arrowhead Ave. Suite G, Kennewick, WA. 99336 prior to any payment for services can be made. Contractors who fail to meet this requirement will be subject to removal from the small works roster.

Any public works project on or around Benton County Fire District #1 buildings or property needs to be accompanied by proper proof of insurance coverage, which lists Benton County Fire District #1 as an additional insured before any work can take place.

Should you have any questions regarding the application process, please do not hesitate to contact us at (509) 737-0911 Ext. 5.

Sincerely,

Benton County Fire District #1

Small Works Roster Application Form – Part 1

Company Name: _____

Owner Name: _____

Mailing Address: _____

Physical Address: _____

Office Phone: _____ Fax: _____

Company Web Address: _____

Washington State Contractor License Number: _____

Insurance Company: _____

UBI Number: _____

Federal Tax ID or Social Security Number: _____

Contact Person

Name: _____ Title: _____

Phone: _____ Email: _____

Do you understand and agree to comply with all Washington Department of L&I prevailing wage requirements? Yes No

Benton County Fire District #1 reserves the right to reject any contractor's application for any reason.

Small Works Roster Application Form – Part 2

Company Name: _____

The following list identifies your company specialties. Mark any and all services you perform.

Concrete and Masonry:

- Concrete – Curbs/Gutters/Sidewalks/Driveways
- Concrete – Coring/Drilling/Cutting/Sacking
- Concrete – Flatwork
- Concrete – Gravity Block & Retaining Walls
- Masonry – Construction
- Masonry – Restoration & Cleaning

Demolition:

- Asphalt Demolition/Removal
- Buildings & Structures – Demolition/Removal
- Concrete Removal
- Refuse Removal & Disposal

Earthwork:

- Excavation and Trucking
- Water Well Drilling

Electrical & Communication Construction & Repair:

- Computer / Telephone Cable Construction
- Electrical – Construction
- Electrical – High/Low Voltage
- Fiber Optics
- Generator Inspection & Maintenance
- Generator Installation & Repair
- Radio Communications
- Telephone Wiring/Installation

General Contracting:

- General Contractor – New Construction
- General Contractor – Remodel/Renovation

Plumbing & Mechanical Construction & Repair:

- Natural Gas
- Plumbing
- Propane
- Pump Installation
- Pump Repair

Roadway Construction, Repair, & Maintenance:

- Asphalt Pavement – Chip/Crack Repair
- Asphalt Pavement – Chip Seal
- Asphalt Pavement – Repairs
- Asphalt Pavement – Seal Coating
- Asphalt Paving
- Concrete Paving
- Pavement Markings – Paint Striping
- Rockeries
- Snow Removal

Vegetation Work:

- Stump Grinding & Removal
- Tree/Shrub Trimming & Removal
- Vegetation Spraying

Facility Construction, Repair & Maintenance:

- Boiler-Testing/Maintenance/Repair
- Cabinetry – Interior/Finish/Rough
- Carpet Cleaning
- Countertops
- Doors – Overhead
- Fire – Damage Clean-up
- Floor Coverings
- Floor Finishes
- Gutters & Downspouts
- Hoist/Crane Service and Repair
- HVAC – Cleaning/Test/Balancing
- HVAC – Installation/Control
- HVAC – Repair & Replacement
- Insulation
- Janitorial & Building Maintenance
- Lock and Door Hardware Installation
- Metal Fabrication
- Mold Remediation/Removal
- Painting – Interior
- Painting – Exterior
- Pest and Vermin Control Roofing
- Signage – Facility Signs & Lettering
- Tile, Marble & Slate
- Windows & Glazing

Site Improvement & Repair:

- Fencing & Gates – Chainlink
- Fencing & Gates – Wood, Metallic, Wire
- Irrigation Systems
- Landscape Maintenance
- Underground Storage Tank Installation & Removal

Water Facility Construction & Repair:

- Backflow – Testing, Repair, Installation
- Fire Hydrant – Installation & Repair
- Leak Detection
- Pump Inspection & Maintenance
- Pump Installation & Repair
- Underground Facilities Locate
- Water Well Drilling

I swear under penalty of perjury that the above information is correct, and that there are now known personal and/or organizational conflicts of interest, which are prohibited by law.

Authorized Company Signature

Date