

**PUBLIC UTILITY DISTRICT NO. 1 OF THURSTON COUNTY**  
**921 Lakeridge Way SW, Suite 301**  
**OLYMPIA, WA 98502**  
**PHONE (360) 357-8783 FAX (360) 357-1172**  
**SMALL WORKS ROSTER**  
**APPLICATION FOR PRE-QUALIFICATION**

Pursuant to RCW 54.04.082, Contractors wishing to be considered by the Public Utility District No. 1 of Thurston County (Thurston PUD), Washington for signature as a pre-qualified bidder under the Small Works Roster are required to complete the following application and to submit all information as may be required in support thereof. The Contractor agrees to pay the prevailing rate of wage to all employees under this agreement in accordance with RCW 39.12 and RCW 39.16 and file the necessary affidavits of compliance. The Contractor shall require any subcontractor to likewise comply with RCW 39.12 and RCW 39.16. Contractors wishing to be considered by Thurston PUD as a pre-qualified bidder must comply. Contractors hereby certify that they have not been suspended or barred from doing business with a State, Federal or other Municipal Agency.

1. Name of Applicant \_\_\_\_\_
2. Contact, if Different than Applicant \_\_\_\_\_
3. Address of Applicant:
  - a. Mailing: \_\_\_\_\_
  - b. Business: \_\_\_\_\_
  - c. Phone Number: (    ) \_\_\_\_\_ Fax Number: \_\_\_\_\_
  - d. Email: \_\_\_\_\_
4. Check Appropriate: [  ] Incorporated [  ] Partnership [  ] Sole Proprietorship
5. If incorporated, state resident agent and address. If Partnership or Sole Proprietorship, state managing person and address.
6. Name: \_\_\_\_\_
7. Mailing Address: \_\_\_\_\_
8. Federal Tax Identification Number: \_\_\_\_\_
9. Attach a copy of Contractor's current Washington State Contractor's License
10. Attach a copy of Contractor's Certificate of Insurance – (see attached requirements)
11. Fill out Attachment A; identify which work categories you are seeking prequalifications.
12. Number of years applicant has performed the type of work for which applicant is bidding:  
\_\_\_\_\_.
13. Attach a list of at least five (5) clients served over the last three (3) years including their names, addresses and location of jobs performed.
14. List your supervisory personnel, and their qualifications and years of experience.
15. List equipment available for work.

Application Signed By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**SMALL WORKS ROSTER  
PRE-QUALIFICATION CATEGORIES**

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Name of Applicant

By use of an "X", indicate which of the following classes of work you are seeking pre-qualification.

**I. WATER FACILITY CONSTRUCTION ON IMPROVEMENT WELL**

A. WATER FACILITIES

- 1. Backflow Devices \_\_\_\_\_
- 2. Corrosion Control & Other Water Treatment \_\_\_\_\_
- 3. Distribution Equipment \_\_\_\_\_
- 4. Electrical Equipment \_\_\_\_\_
- 5. Generators \_\_\_\_\_
- 6. Pumps \_\_\_\_\_
- 7. Road Crossing (Boring, Cutting, Paving, & Patching) \_\_\_\_\_
- 8. SCADA \_\_\_\_\_
- 9. Storage Facilities \_\_\_\_\_
- 10. Transmission \_\_\_\_\_
- 11. Well Drilling \_\_\_\_\_

B. TREE TRIMMING AND BRUSH CLEARING

- 1. Hand Trimming and Clearing \_\_\_\_\_
- 2. General Landscaping \_\_\_\_\_
- 3. Sprays for Brush Control \_\_\_\_\_

**II. BUILDING AND MAINTENANCE**

A. GENERAL BUILDING

- 1. General Contractors \_\_\_\_\_
- 2. General Materials \_\_\_\_\_
- 3. Material Buildings Construction \_\_\_\_\_
- 4. Painting \_\_\_\_\_
- 5. Remodel/Carpentry \_\_\_\_\_
- 6. Roofing \_\_\_\_\_
- 7. Small Projects Maintenance/Repair \_\_\_\_\_

B. ELECTRICAL

- 1. Generator Installation \_\_\_\_\_
- 2. General Electrical \_\_\_\_\_

C. SURVEYING \_\_\_\_\_

D. ARCHITECTURE \_\_\_\_\_

E. JANITORIAL SERVICES \_\_\_\_\_

F. MISCELLANEOUS (Excavating, Fencing, Grading, Paving, Plowing, Sand and Gravel, Signage, Trenching) \_\_\_\_\_

G. OTHER (List any special classes not covered above) \_\_\_\_\_

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**PUD No. 1 of Thurston County Small Works Roster Contract Boiler Plate Insurance Requirements (Updated November 29, 2011)**

The Contractor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, their agents, representatives, employees or subcontractors.

**No Limitation.** Contractor's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the District's recourse to any remedy available at law or in equity.

**Minimum Scope of Insurance.** Contractor shall obtain insurance of the types described below:

1. **Automobile Liability** insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form, providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. **Commercial General Liability** insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop gap liability, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide the Aggregate Per Project Endorsement ISO form CG 25 03 11 85. There shall be no endorsement or modification of the Commercial General Liability insurance for liability arising from explosion, collapse or underground property damage. The District shall be named as an insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the District using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing equivalent coverage.
3. **Workers' Compensation** coverage as required by the Industrial Insurance laws of the State of Washington.
4. **Builders Risk or Installation Float:**
  - a. **Installation Float will not normally be required for small projects. If required you will be notified on a project by project basis. Builders Risk** insurance may be required for large projects or new construction. Builders Risk covers interests of the District, the Contractor, Subcontractors, and Sub-subcontractors in the work. Builders Risk insurance shall be on a all-risk policy form and shall insure against the perils of fire and extended coverage and physical loss or damage including flood and earthquake, theft,

vandalism, malicious mischief, collapse, temporary buildings and debris removal. This Builders Risk insurance, if required, will cover the work will have a deductible of \$5,000 for each occurrence, which will be the responsibility of the Contractor. Higher deductibles for flood and earthquake perils may be accepted by the District upon written request by the Contractor and written acceptance by the District. Any increased deductibles accepted by the District will remain the responsibility of the Contractor. The Builders Risk insurance shall be maintained until final acceptance of the work by the District.

**b. Minimum Amounts of Insurance**

Contractor shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products- completed operations aggregate limit.

**c. Other Insurance Provisions.** The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Commercial General Liability and Installation Float insurance:

1. The Contractor's insurance coverage shall be primary insurance as respect the District. Any insurance, self-insurance, or insurance pool coverage maintained by the District shall be excess of the Contractor's insurance and shall not contribute with it.
2. The Contractor shall provide the District and all Additional Insureds with written notice of any policy cancellation, within two business days of their receipt of such notice.

Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract, upon which the District may, after giving five business days notice to the Contractor to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the District on demand, or at the sole discretion of the District, offset against funds due the Contractor from the District.

All costs for insurance shall be incidental to and included in the unit or lump sum prices of the contract and no additional payment will be made.

**d. Contractor's Insurance For Other Losses.** The Contractor shall assume full responsibility for all loss or damage from any cause whatsoever to any tools, Contractor's employee owned tools, machinery, equipment, or motor vehicles owned or rented by the Contractor, or the Contractor's agents, suppliers or contractors as well as to any temporary structures, scaffolding and protective fences.

**e. Waiver of Subrogation.** The Contractor and the District waive all rights against each other, any of their Subcontractors, Sub-subcontractors, agents and

employees, each of the other, for damages caused by fire or other perils to the extent covered by Installation Float insurance or other property insurance obtained pursuant to the Insurance Requirements Section of this Contract or other property insurance applicable to the work. The policies shall provide such waivers by endorsement or otherwise.

**f. Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

**g. Verification of Coverage.** Contractor shall furnish the District with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the Automobile Liability and Commercial General Liability insurance of the Contractor before commencement of the work. Before any exposure to loss may occur, the Contractor shall file with the District a copy of the Installation Float insurance policy, if required, that includes all applicable conditions, exclusions, definitions, terms and endorsements related to this project.

**h. Subcontractors.** Contractor shall ensure that each subcontractor of every tier obtain at a minimum the same insurance coverage and limits as stated herein for the Contractor (with the exception of Installation Float insurance). Upon request the District, the Contractor shall provide evidence of such insurance