

# Mount Vernon School District No. 320

## Facilities Development & Planning

2101 Cleveland Avenue, Mount Vernon, Washington 98273-2999

Phone: (360) 428-6145 Email: [jthompson@mvsd320.org](mailto:jthompson@mvsd320.org)

### 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: \_\_\_\_\_ 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):

\_\_\_\_\_  
\_\_\_\_\_

SMALL WORKS ROSTER

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Areas of particular specialization - Comments or explanations:

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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

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FIRM NAME	CONTACT PERSON
ADDRESS	PHONE

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FIRM NAME	CONTACT PERSON
ADDRESS	PHONE

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DATE FIRM ESTABLISHED: \_\_\_\_\_

NUMBER OF EMPLOYEES REGULARLY EMPLOYED: \_\_\_\_\_

SMALL WORKS ROSTER  
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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 nondiscrimination 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 \_\_\_\_\_

**PARTICIPATING DISTRICTS**

Chris Pearson  
Superintendent  
Burlington-Edison School District #100

Carrie Crickmore  
Superintendent  
Concrete School District #11

Michelle Kuss-Cybula  
Superintendent  
Oak Harbor School District #201

Jeff Cravy  
Superintendent  
Conway School District #317

Brian Isakson  
Superintendent  
Sedro-Woolley School District #101

Shannon Leatherwood  
Superintendent  
Coupeville School District #204

Deborah Rumbaugh  
Superintendent  
Stanwood-Camano School District #401

Dave Cram  
Superintendent  
LaConner School District #311

Victor Vergara  
Superintendent  
Mount Vernon School District #320

Justin Irish  
Superintendent  
Anacortes School District #103