



**QUANA BILLADO**

*Purchasing Manager*

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ADVERTISEMENT – LEGAL NOTICES

**Kennewick School District No. 17  
Small Works Roster 2024**

Kennewick School District annually solicits interested, licensed contractors for inclusion on its Small Works Roster. This invitation is in accordance with RCW 39.04.155. The roster will identify those qualified contractors interested in submitting proposals on projects estimated to cost no more than \$350,000. Qualified contractors not already registered with the district purchasing department may secure the necessary application forms from the district's website <https://www.ksd.org/departments/purchasing-warehouse>, or pick up in person at the FSB Building, 5501 W Metaline Avenue, Kennewick, WA 99336, Monday-Friday between 7am and 3pm, (509) 222-7024.

Kennewick School District encourages minority, veteran and women owned small businesses to apply.

All contractors on the current roster will be required to submit a letter of continued interest on business letterhead for Kennewick School District consideration for inclusion on the 2024-2025 Small Works Roster and an updated application where information has changed.

Before performing any work for the Kennewick School District, the following requirements must be met:

1. Registered contractor in the State of Washington
2. Be able to provide performance bond
3. Pay prevailing wages
4. Provide proof of adequate insurance
5. Comply with federal, state and local laws regarding non-discrimination and affirmative action.

All applications will be reviewed by the Maintenance & Operations Manager and Facility Planning Manager.

BY ORDER OF THE BOARD OF DIRECTORS  
KENNEWICK SCHOOL DISTRICT  
Quana Billado, Purchasing Manager