



Request for Quote-Public Works

Project Information

Project Name/Number:	Project Location:
Scope of Work:	
Requested Start Date:	Substantial Completion: *Final completion date: fourteen (14) days after Substantial completion

In order to be considered, quotes must be received below no later than _____

Mail to RSC, 1601 Avenue D, Snohomish WA 98290 or email to: _____

Contractor Information

Contractor Name Phone #

Address

Email Address UBI #

For and in consideration of the sum of \$ _____ dollars, not including state sales tax, the Contractor agrees to furnish to the Snohomish School District the above scope of work within the request completion time. I have read the terms and conditions on the reverse side of this form and understand that prevailing wages will be paid on this project.

By signing below, I certify under penalty of perjury under the laws of the State of Washington and verify that it is true and correct that Contractor has not been determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of Chapter 49.46, 49.48, or 49.52 RCW within the three year period preceding the date of this bid solicitation. The contractor has completed the required training for Public Works projects per the L&I requirements or is currently on the exempt list of contractors per RCW 39.06.020.

Contractor Signature Date

Public Works Terms and Conditions

Project Name: _____ **Project Location:** _____

Prevailing Wages:

The contractor shall be required to pay prevailing wages and submit to the Department of Labor and Industries the Intent to Pay Prevailing Wages prior to commencement on the project. Prior to final payment, the contractor shall submit to the Department of Labor and Industries the Affidavit of Wages paid. For projects under \$2,500, the district will accept the combined Intent/Affidavit form provided there are no subcontractors on the project.

Safety Conditions:

All Contractors will be required to satisfy the applicable requirements of the Occupational Safety and Health Act and/or the Washington Industrial Safety and Health Act in effect for the duration of the project. It shall be the responsibility of the contractor to comply with this requirement insofar as compliance is within his control.

Insurance:

No prime contractor shall commence work until they have submitted a Certificate of Liability Insurance, with a \$1,000,000 per occurrence minimum, naming Snohomish School District as additional insured with the additional insured endorsement attached (acceptable forms are CG 20 10 11 85 or CG 20 10 07 04 with the CG 20 37 07 04 attached).

Performance and Payment Bonds:

For projects over \$35,000 the district requires a Performance Bond and a Payment Bond for one hundred percent (100%) of the contract amount including sales tax.

Retainage:

There will be no retainage held on projects under \$10,000. Funds will be released provided that the project is accepted, a certificate of insurance is provided, and approved Affidavit of Wages are on file with Labor and Industries.

Per RCW 60.28.010, on projects between \$10,000-\$35,000 the district will withhold 10% retainage in a non-interest-bearing account, or 5% retainage if the contractor provides a performance bond and payment bond (including taxes) for the project until 30 days after acceptance of the project.

For projects over \$35,000 the district will withhold 5% retainage in a non-interest-bearing account, provided a performance bond and payment bond is provided (including sales tax). For projects of \$150,000 or less, if the contractor requests and district agrees to allow use of the alternative arrangement, the district will withhold 10% retainage until the later of 30 days after final acceptance of the project or until receipt of all necessary releases from the State Departments of Revenue, Employment Security, and Labor & Industries, as authorized by and subject to the conditions stated in RCW 39.08.010(3).

Per RCW 60.28.011 a contractor may submit a retainage bond for the contract amount including change orders in a form acceptable to the district from a bonding company meeting the standards required by district.

Payment:

Invoices should be mailed to 1601 Avenue D, Snohomish Attn: Accounts Payable. Invoices must be approved by the Project Manager before the Business Office will tender payment. The district's terms are Net 60.

Contract:

For projects over \$35,000 a small works contract and purchase order will be issued to the successful contractor. For projects under \$35,000 a purchase order will be issued to the successful contractor.

Information:

Questions regarding the project may be addressed to Ralph Rohwer 360-563-7230.