2025/2026 Bellevue School District Small Works Roster Application

Purpose:
To be considered for public works projects under $350,000—including emergency repairs—contractors must complete this application to join the Bellevue School District Small Works Roster. The District follows RCW 39.04.151, RCW 39.04.152, and related statutes for public works contracting.

1. Company Information

- Business Name:
- Mailing Address:
- Physical Address:
- Primary Contact Name:
- Title:
- Phone:
- Email:
- Emergency Contact Name & Number:

2. Business Details

- Type of Organization:
  ☐ Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC ☐ Other: _____
- WA State Contractor's License #:
- UBI Number:
- Expiration Date:
- Trade License(s) (if applicable):
- Taxpayer Identification Number (TIN/EIN):
- City of Bellevue Business License #: (if available)
- OMWBE Certification (Minority/Women-Owned): ☐ Yes ☐ No
- Veteran-Owned Business: ☐ Yes ☐ No
- Small Business (per RCW 39.04.010): ☐ Yes ☐ No

3. Insurance & Bonding

- Can you provide a Certificate of Insurance meeting District requirements? ☐ Yes ☐ No
- Can you provide a Performance/Payment Bond for projects over $150,000? ☐ Yes ☐ No

4. Legal Compliance

- Is your firm licensed under RCW 18.27? ☐ Yes ☐ No
- Do you pay prevailing wages per RCW 39.12? ☐ Yes ☐ No
- Are you able to comply with RCW 39.08 (Contractor's Bond) and RCW 60.28 (Retainage)? ☐ Yes ☐ No
- Are you disqualified from bidding on any public works contracts? ☐ Yes ☐ No

5. Work Categories

☐ General Contracting / General Building Construction

☐ Carpentry / Remodeling

☐ Demolition

☐ Earthwork / Grading

☐ Site Preparation

☐ Modular Building Installation

☐ Portable Classroom Setup / Portable Moving

☐ Concrete – Curb, Gutter, Sidewalk

☐ Concrete Retaining Walls, Foundation, Flat Work

☐ Asphalt Paving / Patching

☐ Traffic, Parking & Pavement Markings

☐ Sidewalk Repair

☐ Masonry

☐ Roofing

☐ Siding / Exterior Repairs

☐ Waterproofing

☐ Electrical Systems (Commercial)

☐ Low Voltage Systems

☐ Fire Alarm Systems

☐ Security Systems & Cameras

☐ Intercom / PA Systems

☐ Data Cabling / Networking / Data/AI Installation

☐ Sprinkler Systems (Fire)

☐ Alarm Systems (Fire & Security)

☐ Plumbing

☐ HVAC Installation & Repair

☐ Boiler Maintenance

☐ Chiller Systems

☐ Backflow Testing

☐ Sewer / Storm Drains

☐ Underground Utilities

☐ Underground Storage Tank Removal

☐ Painting

☐ Drywall / Plaster

☐ Flooring (Carpet, Tile, Wood, etc.)

☐ Ceiling Tile Replacement

☐ Cabinetry / Millwork

☐ Windows and Glazing / Window Replacement

☐ Door & Hardware Installation

☐ Elevator Maintenance / Service

☐ Welding / Metal Fabrication

☐ Signage Installation

☐ Stage Equipment

☐ Playground Equipment / Bleachers

☐ Athletic Field Maintenance / Sports Fields

☐ Environmental Remediation / Environmental Work

☐ Hazardous Materials Cleanup / Asbestos/Lead Abatement

☐ Tree Removal / Arborist Services / Grounds Maintenance

☐ Landscaping / Irrigation Installation / Hydro Seeding

☐ Pressure Washing

☐ Graffiti Removal

☐ Pest Control

☐ Janitorial Services / Maintenance (Window Washing, Carpet Cleaning)

☐ Waste Management / Recycling

6. Emergency Repair Services

- Is your firm available for emergency repair services? ☐ Yes ☐ No
- 24/7 Emergency Contact Name & Number:
- Typical Response Time:
- Emergency Service Categories (check all that apply):
  ☐ Electrical
  ☐ Plumbing
  ☐ HVAC
  ☐ Roofing/Water Intrusion
  ☐ Fire/Alarm/Security Systems
  ☐ Structural Repairs
  ☐ Environmental/Hazardous Materials
  ☐ Other: _____

7. References

List principal companies or public agencies for whom you have performed similar work (attach additional sheets if needed):

Company/Agency	Contact Name	Phone	Project Description	Year Completed

8. Certification

I certify that the information provided is true and correct, and that my company will comply with all applicable federal, state, and local laws, including nondiscrimination and affirmative action requirements.

Signature:
Name:
Title:
Date:

Additional Notes:
- Applications expire one year after signature and must be renewed annually.
- Contractors may be removed from the roster for non-responsiveness or failure to meet requirements.

- Please fill, sign, and return application to:
  Cyndi King, Director of Capital Projects
  Email: kingc@bsd405.org
  Phone: 425-456-4501