



SMALL WORKS ROSTER

PORT OF ANACORTES

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The Port of Anacortes ("Port") is currently updating its Small Works Roster ("SWR") and registered contractors are hereby invited to submit this application to the Port for the listing on same.

Whenever the Port has work to be performed under the SWR, the Port will invite proposals from all appropriate contractors on the SWR.

In accordance with RCW 39.04.152 and RCW 53.08.120, the Port may procure work under this procedure for which the estimated costs are \$350,000 or less excluding state sales tax. All contracts for work exceeding this amount must be let by calling for sealed bids.

The Port's updated Small Works Roster shall be in effect through June 30, 2025.

Please complete all pages of this form, including the checklist to indicate the work categories you prefer. Incomplete applications will not be accepted. Return the signed form to the Port at the address listed above or email to: smallworksroster@portofanacortes.com. Thank You.

PLEASE TYPE OR PRINT!

Company Information

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Website Address (URL): _____

WA UBI No: _____ Federal Tax ID: _____

Authorized Representative / Contact Information

Authorized Representative's Name: _____

Authorized Representative's Title: _____

Phone: _____ Mobile: _____

Email: _____

Licenses, Registration, and Compliance

Contractor Registration / License #:

- | | | |
|-------------------------------------|------------------|------------------------|
| <input type="checkbox"/> General | License #: _____ | Expiration Date: _____ |
| <input type="checkbox"/> Electrical | License #: _____ | Expiration Date: _____ |
| <input type="checkbox"/> Plumbing | License #: _____ | Expiration Date: _____ |
| <input type="checkbox"/> Specialty | License #: _____ | Expiration Date: _____ |

Is your business properly licensed and eligible to perform public works, meeting the minimum bidder responsibility criteria set forth in [RCW 39.04.350](#)?

- Yes No Please list below any requirements that are currently not satisfied.
- _____

Business Certifications

Does your business meet the definition of women and minority-owned business as described in [RCW 39.19.030\(7\)\(b\)](#), veteran-owned business as defined in [RCW 43.60A.010](#), or small business as defined in [RCW 39.04.010](#)? Please check all certifications that apply.

- | | | | |
|-------------------------------|-------------------------------|--------------------------------|--|
| <input type="checkbox"/> MBE | <input type="checkbox"/> MWBE | <input type="checkbox"/> WBE | <input type="checkbox"/> VETERAN OWNED |
| <input type="checkbox"/> SEDB | <input type="checkbox"/> SBE | <input type="checkbox"/> PWSBE | <input type="checkbox"/> Other: _____ |

Work Categories

Please indicate below under which category of work you prefer to be listed. Check only those categories you will prime bid; do not include those of sub-contracting or supplying nature.

- | | | |
|---|---|--|
| <input type="checkbox"/> Asbestos Removal | <input type="checkbox"/> Erosion | <input type="checkbox"/> Irrigation |
| <input type="checkbox"/> Buildings, Wood | <input type="checkbox"/> Excavation | <input type="checkbox"/> Janitorial/Cleaning Service |
| <input type="checkbox"/> Buildings, Modular | <input type="checkbox"/> Fencing | <input type="checkbox"/> Landscaping |
| <input type="checkbox"/> Buildings, Concrete/Masonry | <input type="checkbox"/> Fill Materials | <input type="checkbox"/> Marine Construction |
| <input type="checkbox"/> Buildings, Steel | <input type="checkbox"/> Fire Equipment Service | <input type="checkbox"/> Marine Electronics |
| <input type="checkbox"/> Clearing/Grading | <input type="checkbox"/> Fire Suppression | <input type="checkbox"/> Mechanical |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Flooring | <input type="checkbox"/> Movers |
| <input type="checkbox"/> Concrete Work | <input type="checkbox"/> Fuel System Repair and Maintenance | <input type="checkbox"/> Painting |
| <input type="checkbox"/> Corrosion Control | <input type="checkbox"/> Fuel Tank Cleaning/Maintenance | <input type="checkbox"/> Paving |
| <input type="checkbox"/> Demolition Work | <input type="checkbox"/> General Contractor | <input type="checkbox"/> Pest Control |
| <input type="checkbox"/> Diving Services | <input type="checkbox"/> Glazier | <input type="checkbox"/> Pile Driving |
| <input type="checkbox"/> Door Repairs | <input type="checkbox"/> Grounds Maintenance | <input type="checkbox"/> Plumbing |
| <input type="checkbox"/> Drainage | <input type="checkbox"/> HVAC | <input type="checkbox"/> Pump Stations/Pumpout Service |
| <input type="checkbox"/> Dredging | <input type="checkbox"/> Hazardous Materials | <input type="checkbox"/> Ramps |
| <input type="checkbox"/> Dust Control | <input type="checkbox"/> Hoists/Cranes | <input type="checkbox"/> Remedial Excavation |
| <input type="checkbox"/> Electrical | <input type="checkbox"/> Hydrants | <input type="checkbox"/> Rip Rap |
| <input type="checkbox"/> Electronic Safety & Security | <input type="checkbox"/> Hydraulic Repairs | <input type="checkbox"/> Roofing |
| <input type="checkbox"/> Environmental | <input type="checkbox"/> Hydroseeding | <input type="checkbox"/> Salvage |

Work Categories (continued)

- | | | |
|---|---|---|
| <input type="checkbox"/> Sandblasting | <input type="checkbox"/> Site Work | <input type="checkbox"/> Trenching |
| <input type="checkbox"/> Scales | <input type="checkbox"/> Storage Tank Removal | <input type="checkbox"/> Waste Water Disposal |
| <input type="checkbox"/> Sewer, Sanitary/Storm | <input type="checkbox"/> Street Sweeping | <input type="checkbox"/> Weed Control |
| <input type="checkbox"/> Sheet Metal Works | <input type="checkbox"/> Striping | <input type="checkbox"/> Welding |
| <input type="checkbox"/> Sign Installation/Construction | <input type="checkbox"/> Tree Removal/Topping | <input type="checkbox"/> Windows |

Please list any other work you perform that is not included on the checklist.

Additional Information

Prevailing Wage: All Contractors and Subcontractors must comply with the “Washington State Prevailing Wages Law” and submit the necessary Washington State Department of Labor and Industries forms for each contracted project with the Port of Anacortes.

Insurance: All Contractors, when contracted for work with the Port of Anacortes, must provide the Port with a current Certificate of Insurance identifying the below minimum required liability coverage, with the Port of Anacortes named as an *Additional Insured* by way of a policy endorsement.

- **Commercial General Liability:** Not less than \$1,000,000 per occurrence for bodily injury (including death) and/or property damage and not less than \$2,000,000 general aggregate.
- **Automobile Liability:** Not less than \$1,000,000 combined single limit for bodily injury and/or property damage per occurrence, if licensed vehicles will be used in performance of the Work.

Additional coverages may also be required based on the awarded project’s scope of work.

- **Contractor’s Pollution Liability:** Not less than \$2,000,000 per claim or occurrence and \$2,000,000 aggregate, with the Port of Anacortes named as an *Additional Insured* by way of a policy endorsement.
- **Longshoremen and Harbor Workers Insurance:** Contractors performing work over, in, or under the water shall maintain United States Longshore and Harbor Workers Insurance (USL&H), in a form and with insurers acceptable to the Port.

Signature / Certification

By signing below, I certify that I am the person that is duly authorized to represent the above referenced company; that the information provided above is true and correct; that I agree to receive notifications and other communications via the email address provided above; and that I understand I will be required to submit a new application at such time the Port invites registered contractors to submit for a new Small Works Roster term.

By:

Please print name

Title

Signature

Date