



To: Interested Company

Re: Small Works Application

Thank you for the interest expressed by your firm to be included on Alderwood Water and Wastewater District's Small Works Roster.

Enclosed you will find:

- Application
- Sample Contract

To determine the qualification of your firm's ability to provide services to the District, please complete the enclosed application and return to:

Alderwood Water and Wastewater District
Attention: Darin Wolfe
3626 – 156th Street SW
Lynnwood, WA 98087

The application must contain the following information and will be deemed unresponsive if not complete. Unresponsive applications will be returned.

1. Verification of Contractor's Bond, including Bond number;
2. Verification of current Contractor's License;
3. Verification of Contractor's Workman's Compensation Insurance coverage;
4. A list of references of similar projects performed by the Contractor in the past two (2) years;
5. Other information the contractor deems appropriate.

Firms selected from the Small Works Roster must be able to enter into a small works contract agreement with AWWD. The enclosed sample contains the minimum contract requirements. Your firm must be able to meet the minimum requirements of the enclosed sample agreement in particular to Articles 8, 9, and 11. Specific projects may require additional contract terms depending upon the nature and size of the requested services.

Thank you for your interest. If you have any questions, please call me at 425-743-4605.

Darin Wolfe
Development Technician