



City of Taunton

Department of Public Works Commissioner's Office
Contractor Licensing Requirements & Application

(Established November 1, 2006)

Construction Contract Year
May 1, 2016 to April 30, 2017

Prepared By: _____
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Approved By: _____
Fred Cornaglia, Commissioner, Taunton Public Works

City of Taunton
Department of Public Works Commissioner's Office
Contractor Licensing Requirements

Contractors are licensed by the City of Taunton (City) through the Department of Public Works, Commissioner's Office (DPW). Only licensed contractors may work in the City's layout of a public way to install or work on driveways and underground utilities such as water, sewer, drainage, gas, electrical, or road construction.

1.0 Licensing requirements

1.1

Only utility contractors licensed by or contractors working directly for the City of Taunton are allowed to work within the limits of city streets, sidewalks, easement, layouts, or right-of ways, or to make connections to municipal storm drains, sewers or water lines.

1.2

To assure faithful performance of all work and to indemnify the city against any loss or damage from negligent or defective work a yearly bond in the amount of either, **\$50,000.00 for road projects** or **\$5,000.00 for sewer laterals**, must be submitted by all contractor applicants. For larger projects, the DPW Commissioner's Office may require the bond to be increased.

1.3

To the fullest extent not prohibited by laws and regulations, the contractor shall indemnify, hold harmless and defend the City of Taunton, its officers, employees, and agents from and against all claims, costs, losses, and damages, including but not limited to attorney's fees, caused by, arising out of, or relating to any claim of action against the City of Taunton, provided that any such claim, cost, loss or damage is caused in whole or in part by any negligent act or omission of the contractor, its employees, agents, or anyone for whose acts any of them may be liable.

1.4

Each contractor shall provide to the City of Taunton a Certificate of Insurance providing evidence of the following:

- 1) Commercial General Liability with limits of not less than \$ 1,000,000 each occurrence and \$ 2,000,000 Annual Aggregate. If the CGL coverage contains a General Aggregate Limit, such General Aggregate shall apply separately to each project. CGL coverage shall be written on ISO Occurrence Form CG 00 01 (1093) or a substitute form providing equivalent coverage and shall cover liability arising from collapse, explosive hazards, underground work by equipment on the street, premises, completed operations, independent contractors, and personal injury. The City of Taunton shall be listed as "additional insured" on the CGL policy.

- 2) Automobile Liability
 - a) Business Auto Liability with limits of as least \$ 1,000,000 each accident;
 - b) Business Auto coverage must include coverage for liability arising out of all owned, leased, hired, and non-owned automobiles.

- 3) Workers Compensation and Employers Liability
 - Employers Liability Insurance limits of at least \$ 500,000 each accident for bodily injury by accident and \$ 500,000 each employee for injury by disease.

1.5
 Applications for a contractors license shall first be submitted to the City Department of Public Works Commissioner for approval or disapproval.

1.6
 Each license shall be granted for one year from May 1 until April 30 of the following year, and the required bond and certificate of insurance shall be co-terminus with the license. Such license may be suspended for cause by the Department of Public Works Commissioner which shall report the suspension to the City Council at its next meeting.

1.7
 Every Corporation shall submit with its application a copy of its current annual certificate of condition and a copy of any subsequent certificate of change of corporate officers on file with the secretary of state as required by M.G.L.c. 156. §§ 24 and 27.

2.0 Schedule of License Fees

Licensed road opening and utility contractor fees are as follows:

Initial Application Fee	\$500.00
Annual Renewal Fee	\$250.00

3.0 License Application

Complete the License Application identified as Exhibit A

Exhibit A

**City of Taunton
Department of Public Works. Commissioner's Office**

Contractor Licensing Application

Company Name:		
Owners Name:		
Street Address:		
City:	State:	Zip Code:
Telephone Number:	Email Address:	
Country:	Dunn & Bradstreet Number:	Federal Employer ID no.
Contact Person:	Contact Number:	
<u>What geographical area does your firm service?</u>		
<input type="checkbox"/> Metropolitan Boston	<input type="checkbox"/> Massachusetts (Entire State)	<input type="checkbox"/> Vermont
<input type="checkbox"/> Southeastern Mass	<input type="checkbox"/> Rhode Island	<input type="checkbox"/> New Jersey
<input type="checkbox"/> Western Mass	<input type="checkbox"/> New Hampshire	<input type="checkbox"/> New York
<input type="checkbox"/> North of Boston	<input type="checkbox"/> Connecticut	<input type="checkbox"/> Connecticut
Primary Sic Code		Secondary Sic Code
Date company was founded		
<u>Gross Annual Sales</u>		
<input type="checkbox"/> \$0 - \$49,999	<input type="checkbox"/> \$500,000 - \$999,999	<input type="checkbox"/> \$5,000,000 - \$10,000,000
<input type="checkbox"/> \$50,000 - \$99,999	<input type="checkbox"/> \$1,000,000 - \$2,499,999	<input type="checkbox"/> Over \$10,000,000
<input type="checkbox"/> \$100,000 - \$499,999	<input type="checkbox"/> \$2,500,000 - \$4,999,999	
<u>Number of Employees</u>		
<input type="checkbox"/> 1 – 10 employees	<input type="checkbox"/> 20 – 30 employees	<input type="checkbox"/> Over 50 employees
<input type="checkbox"/> 10 – 20 employees	<input type="checkbox"/> 30 – 50 employees	
<u>Bonding Capacity</u>		
<input type="checkbox"/> \$0 - \$49,999	<input type="checkbox"/> \$500,000 - \$999,999	<input type="checkbox"/> \$5,000,000 - \$10,000,000
<input type="checkbox"/> \$50,000 - \$99,999	<input type="checkbox"/> \$1,000,000 - \$2,499,999	<input type="checkbox"/> Over \$10,000,000
<input type="checkbox"/> \$100,000 - \$499,999	<input type="checkbox"/> \$2,500,000 - \$4,999,999	
<u>Business Structure</u>		
<input type="checkbox"/> Profit	<input type="checkbox"/> S Corporation	<input type="checkbox"/> Partnership
<input type="checkbox"/> Non-profit	<input type="checkbox"/> C Corporation	<input type="checkbox"/> Joint Ventures
	<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> LLC

Qualifications

What contractor licenses in do you currently hold in Massachusetts?

In which Municipalities in Massachusetts do you currently hold road opening licenses?

In the past three years have there been any Municipalities in Massachusetts that has had to pursue legal for your failure to perform?

Please identify Massachusetts's contractor licenses you have that are currently active? Include the license number, type of contractor's license and expiration date.

Please provide four (4) business references including your current bonding company?

Largest Contract:		
<input type="checkbox"/> \$0 - \$49,999	<input type="checkbox"/> \$500,000 - \$999,999	<input type="checkbox"/> \$5,000,000 - \$10,000,000
<input type="checkbox"/> \$50,000 - \$99,999	<input type="checkbox"/> \$1,000,000 - \$2,499,999	<input type="checkbox"/> Over \$10,000,000
<input type="checkbox"/> \$100,000 - \$499,999	<input type="checkbox"/> \$2,500,000 - \$4,999,999	
Contracting Agency for Largest contract:		
Company Comments: (Include a brief description of the goods and/or services your company provides:		
Name of President or CEO		Date:
Telephone Number:		
Name of Individual Completing the Form:		Date:
Signature of Individual Completing the Form:		Date:
Telephone Number:		