



# WATER PIPELINE CLASS D APPLICATION PACKET

The City of Oklahoma City  
Public Works Department

420 W. Main Street, Suite 700. Oklahoma City, OK 73102

405-297-2581

| prequal@okc.gov

| okc.gov/pw

## **Water Pipeline Class D Construction Description:**

Contracting to make or provide installation of water meters and installation of water service connections, including taps on water mains up to 12-inches in diameter and connections no larger than 2-inches.

## **COMPLETED APPLICATION SHOULD INCLUDE ALL OF THE BELOW ITEMS**

Included in this packet:

- Application and Prequalification Process
- Water Pipeline Class D Application Form
- Supplement to Section 3.C.2. of Resolution
- Affidavit of Prequalification Applicant (ODEQ Certification)
- Bond Assurance Letter
- General Liability Insurance

## **ASSOCIATED FEES**

Application Fee:

- \$407.00

Renewal Fee:

- \$407.00



# WATER PIPELINE CLASS D APPLICATION FORM

The City of Oklahoma City  
Public Works Department

420 W. Main Street, Suite 700. Oklahoma City, OK 73102

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prequal@okc.gov

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Business Name (show complete legal name of organization)		
Address		
Mailing Address (if different from above)		
Primary Phone #	Alternate Phone #	Email Address
Contact Person:		Title:
Contractor I.D. Number/Federal Tax I.D. Number:		
How many years has this organization been in business under this name?		

**Please provide details for any answers below that are marked yes. (please provide on a separate sheet)**

Has this company operated under any other name?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Describe categories of work that this company performs as a contractor - specific to meter setting, main tapping, or both.	
Describe categories of work this company usually subcontracts, if any - specific to meter setting or main tapping.	
Has this company ever failed to complete a construction contract in their name?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has this company ever had prequalification denied, revoked or suspended?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has this company ever had a license denied, revoked or suspended?	<input type="checkbox"/> Yes <input type="checkbox"/> No

**PLEASE LIST EXPERIENCE ON THE NEXT PAGE**



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## SUPPLEMENT TO SECTION 3.C.2.

Company Information:

Yard Location	
Business Address	
Applicant's Phone Number	Alternate Phone #

Emergency contacts and phone numbers

Name:	Phone Number:
Name:	Phone Number:
Name:	Phone Number:

## COMPANY EXPERIENCE

Please list experience of the company.

Individual's Name	Current Position	Years of Experience	ODEQ Class D License #

Please list at least 6 completed projects including water service connections (meter setting, main tapping, or both) on mains 6 inches or greater in diameter.

Location of Project	Diameter of Service Construction	Diameter of Main Tapped	Size of Water Meter Set

Applicant Name (Printed)

Applicant Signature

Date

STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF OKLAHOMA )

1. That the undersigned individual is the applicant company's authorized agent who has the lawful authority to execute the within and foregoing application for, and on behalf of, the applicant.
2. That the authorized agent and applicant acknowledges and affirms its applicant company's duty to become knowledgeable of applicable federal, state and the City of Oklahoma City laws, regulations and requirements.
3. That the authorized agent and the applicant will make itself and applicant's employees contractors and subcontractors knowledgeable of applicable federal, state and the City of Oklahoma City laws, regulations and requirements.
4. That the authorized agent and applicant have complied with and will maintain compliance with applicable federal, state and the City of Oklahoma City laws and federal, state and local statutes, codes, ordinances, regulations and requirements, including but not limited to:
  - a. Occupational Safety and Health Administration (OSHA)
  - b. Oklahoma Department of Environmental Quality (ODEQ)
  - c. Corps of Engineers (COE)
  - d. Americans with Disabilities Act (ADA)
  - e. Building, plumbing, electrical, storm water, structural codes,
  - f. Occupational and licensing requirements,
  - g. Status Verification System (25 O.S. 1312 et seq., as amended). The applicant should note, and discuss with its legal counsel, the applicability of Oklahoma Statutes Title 25, section 1313, if any.)
  - h. Such other of applicable federal, state and Oklahoma City laws, statutes, codes, ordinances, regulations and requirements as may be applicable to President, owner, manager, authorized agent or its activities.
5. That the authorized agent and the applicant have complied with and will maintain, at a minimum, compliance with the OSHA 10-hour Construction Certification for all of the applicant's employees.
6. That the authorized agent and the applicant will comply with any amendments and additions to applicable federal, state and Oklahoma City laws, regulations and requirements upon and after its respective effective date.
7. That the applicant will indemnify and hold harmless the City and its public trusts for applicant and applicant's contractor's and subcontractor's failure to comply with applicable federal, state and Oklahoma City laws, regulations and requirements.

Commission Expires: \_\_\_\_\_ Commission Number: \_\_\_\_\_

Date

Prequalification Review Board  
The City of Oklahoma City  
420 W. Main Street, 7th Floor  
Oklahoma City, OK 73102

RE:

To Whom It May Concern:

This letter is provided for informational purposes and the City of Oklahoma City and Trusts should reference the required final bonds on specific bonded projects for additional information.

\_\_\_\_\_(Contractor's Name) is currently applying for pre-qualification status to the City of Oklahoma City. This letter is to advise the Pre-qualification Review Board that based upon the fiscal year end financial information dated \_\_\_\_\_

\_\_\_\_\_(Surety Name) is willing to entertain bonds for this applicant up to the amounts of \$\_\_\_\_\_(Single Job) / \$\_\_\_\_\_(Aggregate), subject to the usual underwriting criteria. In the past the below referenced surety has handled bonding requirements for this applicant in the amounts of \$\_\_\_\_\_(Single Job) / \$\_\_\_\_\_(Aggregate).

The undersigned agrees to notify the Pre-qualification Review Board, within a reasonable period of time, once the relationship between contractor/applicant and the stated surety should cease.

Please understand that any arrangement for surety credit is a matter between contractor/applicant and ourselves and we assume no liability to any third parties.

\_\_\_\_\_  
Name of Surety Company or Insurance  
Agency

By\_\_\_\_\_  
Signature

As\_\_\_\_\_  
Title

\_\_\_\_\_  
Name of the Applicant

By\_\_\_\_\_  
Signature

As\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Facsimile Number

**PLEASE READ THIS LETTER CAREFULLY BEFORE SIGNING**