



Community Development Abatement Contractor Application

Company Name _____

Qualifying Party Name _____

Phone Number _____

Billing Address _____

Email _____

Below is an outline to reference the general scope of work and expectations of abatement contractors.

1. Each Contractor will complete each assignment given to them in a timely manner (24-48 hours), as well as provide outstanding customer service.
2. Work will be assigned to each pre-approved contractor, on a rotating basis. A repeated inability or refusal to perform the work as requested may result in the City passing over the contractor (assigning the work to other contractors).
3. The Contractor/Individual will submit a detailed invoice to the City of Casper for all completed abatements based on per square foot of an identified area cleaned/mowed and NOT the entire lot. ***Upon request, City staff will show contractors how to easily determine the area using information available online (GeoSmart and/or Assessor Data).
4. All invoices must include both before and after pictures of the property, labeled as necessary to determine location, completion date and square footage mowed/trimmed. The City will not pay invoices that do not include proof of work completed.
5. Proof (pictures, weight tickets, etc.) are required for invoices related to junk, litter/trash and debris removal.
6. Invoicing must be completed, and submitted to the City no later than 30 days from the day the work was completed.
7. Any required permitting, if needed, will be solely the responsibility of the Contractor/Individual, as well as any fees pertaining to debris deposited at the City landfill.
8. Contractor availability/work will begin May 1st, 2024 through April 30th 2025.
9. All applications must be submitted in a single envelope before March 19, 2023 4:00PM or will be subject to disqualification. Incomplete packets may be disqualified.
10. Contractors must obtain and maintain minimum insurance policies, as required by the City of Casper.

Do you have the equipment and personnel to complete the following?

- Mowing (both rough cut and finish)
- Weed eating
- Vehicles/Trailers to remove debris, junk, litter, vegetation.
- Licensed Arborist? (*not required, but may result in additional jobs/work*)
- Hand tools (brooms, rakes, weed eaters, leaf blowers, etc.)

Are there any services/abatement that you or your company cannot provide? Please list and explain. (*Inability to perform all work required may disqualify Contractor*).

How many persons do you plan to employ?

Proof of insurance will be required prior to execution of a contract with the City. Please see Insurance Requirements Below.

Commercial Liability	\$250,000.00
Auto	\$500,000.00
Worker's Comp	Required by State of Wyoming
Professional Liability	\$2,000,000.00

Insurance Company (*If known*) _____

Insurance Policy Number _____

(Please attach Certificate of Insurance, list the City of Casper as the Certificate holder)

Certification:

I have read, and understand the basic scope of work and expectations listed above. I understand the information provided is not all-inclusive, and is meant only as a general reference. I also understand that prior to performing any work on the City's behalf I must enter into a written contract with the City of Casper. Finally, I understand that an incomplete application, or inability to perform the necessary work, may disqualify me from being contracted by the City of Casper during this 2024-2025 cycle.

Signature _____

Date _____