



## Property Management Service Providers Qualification Requirements

**Contractors will receive work based on the competitiveness of their pricing and quality of service, and will continue to receive work based on performance. Typical services include:**

- Brick/Masonry Repair
- Carpet Replacement
- Counter Top Installation
- Debris Removal
- Drywall Repair
- Electrical Repairs
- Emergency Boarding
- Fence Repair
- Foundation Inspection/Repair
- Graffiti Removal
- Interior/Exterior Painting
- Lawn Maintenance
- Lead Based Paint Repair
- Lock Changes
- Pest Control
- Plumbing/Heating Repair
- Pool Service/Repair
- Property Cleaning
- Property Inspections
- Property Preservation
- Restoration/Remodel
- Roof Repair
- Septic/Well Inspection
- Snow Removal
- Termite Inspection
- Termite Treatment
- Tree Removal
- Window Repair
- Window Replacement
- Winterization

**To be considered as a vendor, the following requirements must be met for each proposed service area:**

- Quality customer service
- Competitive fees
- Experience and knowledgeable in the field of service
- Adequate, quantifiable references
- Required valid local or state licenses for services

- Current equipment and staff to perform services
- Proof of liability insurance and Worker's Compensation insurance
- Completion of business certification survey
- Proof of insurance for:
  - **General Liability:** \$1 million each occurrence; \$2 million general aggregate and \$2 million General Products Aggregate
  - **Automobile Liability:** \$250,000/person Bodily Injury; \$500,000/occurrence; \$100,000 Property Damage or Combined Single Limit of \$500,000
  - **Compensation:** Employers Liability of \$500,000 per accident/\$500,000 per employee/\$500,000 per disease and all applicable state required Workers' Compensation insurance.