



Mayor

Oscar Leeser

City Council

District 1

Ann Morgan Lilly

District 2

Larry Romero

District 3

Emma Acosta

District 4

Carl L. Robinson

District 5

Dr. Michiel R. Noe

District 6

Claudia Ordaz

District 7

Lily Limón

District 8

Cortney C. Niland

City Manager

Tommy Gonzalez

CONTRACTOR REQUIREMENTS

ASSUMED NAME or D.B.A. CERTIFICATE: County Clerk's Office: 915-546-2071

or the First and Last Page of the Articles of Incorporation

GENERAL CONTRACTOR REQUIREMENTS FOR:

New Commercial & Tenant Improvements
New Residential, Additions, Alterations

1. Contractor Registration Application (\$102.00 Annual Fee)
2. Certificate of Insurance (GL) (Minimum \$100,000.00) *
3. Blanket Building Construction Bond (\$25,000.00) or
4. Blanket Building Construction Bond (\$10,000.00) can be submitted for the following :
 - a. Irrigation installations, b. Site lighting & landscape installations, c. Temporary structure placement, d. Mobile placement permits, e. Temporary sign permits, f. Tents in excess of 200 square feet, g. Fences, h. Patch & paint permits, i. Pavement cuts or excavation in the public right of way. Building Official shall have the authority to require a bond in the amount of \$25,000.00 if the subject work exceeds \$10,000.00 in valuation.

ELECTRICAL, MECHANICAL, PLUMBING, IRRIGATION, & FIRE CONTRACTOR REQUIREMENTS:

1. Contractor Registration Application (\$102.00 Annual Fee) along with State License:

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|---|---|
| <p>A. Electrical Contractor:</p> <ol style="list-style-type: none"> 1. Electrical Contractor's License 2. Master Electrician State License | <p>D. Irrigation Contractor:</p> <ol style="list-style-type: none"> 1. State Irrigator's License |
| <p>B. Mechanical Contractor:</p> <ol style="list-style-type: none"> 1. Master Mechanical State License | <p>E. Fire Contractor:</p> <ol style="list-style-type: none"> 1. State ACR (Alarm) License 2. State SCR (Sprinkler) License 3. State ECR (Extinguisher) License |
| <p>C. Plumbing Contractor:</p> <ol style="list-style-type: none"> 1. MasterPlumber's State License 2. Contractor Registration Application (fee not applicable) | |

SIGN CONTRACTOR & ELECTRICAL SIGN CONTRACTOR REQUIREMENTS:

A. Sign Contractor License or Contractor Registration for:

- | | | | |
|---|-----|------------|--|
| 1. Sign Painting Only | Fee | \$ 110.00 | Insurance & License |
| 2. On/Off Premise Sign | Fee | \$ 607.00 | Insurance & Bond or w/electrical Contractor Registration |
| a. Master Sign Electrician License | | | Contractor Registration |
| b. Electrical Sign Contractor's License | | | (see application) |
| 3. Inflatable Signs - B-3 | Fee | \$1,213.00 | Insurance, Bond, & License |
| 4. Inflatable Signs - B-4 | Fee | \$ 607.00 | Insurance, Bond, & License |

All contractors must submit a list of the names of the persons who are authorized to pull permits for their company on the authorized list form included in the contractor registration packet.

***Certificate of Insurance must specify City of El Paso as the Certificate Holder**

