

CITY OF AMARILLO
DEPARTMENT OF BUILDING SAFETY
Roofing Contractor Registration Requirements

Roofing Contractor: No person engaged in the business of roofing shall erect, construct, enlarge, alter, repair, remove, improve, convert, or demolish any roof or roof structure for which a permit is required within the corporate limits of the City until such person has registered with the City as required by this section.

Residential Roofing Contractor: State license or registration not required, annual City registration required, \$20,000 surety bond, general liability \$300,000.00 (fn. 11) *Note: all roofing contractors will fall under this category until their renewal is due. If roofing contractors want to perform both residential and commercial roofing, they will be required to have both registrations and bond requirements with one general liability of \$1,000,000.00.

Commercial Roofing Contractor: State license or registration not required, annual City registration required, \$20,000 surety bond, general liability \$1,000,000.00 (fn. 13). *Note: If roofing contractors want to perform both residential and commercial roofing, they will be required to have both registrations and bond requirements with one general liability of \$1,000,000.00.

Bond and insurance requirements. No person engaged as a contractor required to be registered by this section shall be issued a permit for work in the respective category until he has made, executed, and delivered to the Building Official either a License and Permit Surety Bond, or a Certificate of Insurance, or both, further described as follows:

Except from **Table 4-1-110 Contractor Registration Requirements, Amarillo Municipal Code.**

<i>Contractor Categories</i>	<i>State License or Registration Required</i>	<i>City Registration</i>	<i>License and Permit Surety Bond</i>	<i>General Liability Insurance</i>
Residential Roofing Contractor	No	*Yes	\$20,000.00	\$300,000.00 (fn. 11)
Commercial Roofing Contractor	No	*Yes	\$20,000.00	\$1,000,000.00 (fn. 13)
Residential & Commercial Contractor	No	*Yes	Residential \$20,000.00 Commercial \$20,000.00	\$1,000,000.00

*see fee schedule for up-to-date information

License and Permit Surety Bond:

- a. **A good and sufficient corporate surety bond, License and Permit Surety Bond, in the amount shown in Table 4-1-110 payable to the City of Amarillo for the use and benefit of either the City, or the property owner for damages** as a result of any act or neglect of the principal or his agents or employees; or by reasons of failure to repair any defective work, material or installation; or for failure to pay any fees or other charges due the City; or for failure to remedy any defects or faulty workmanship or material within the time prescribed by the Building Official for the completion of such remedial work, without additional cost to the person for whom the work was done; and guaranteeing compliance with the requirements of the applicable construction codes of all work installed by the principal, his agents or employees.
- b. Claim upon such bond may be filed by either any person damaged by reason of the principal's failure to perform his obligations under the bond, or the City, for violation of applicable construction codes.
- c. Suspension or revocation of the registration of the principal shall not by itself affect the liability of either the principal or the surety on such bond.

(2) Certificate of Insurance.

- a. Contractors who are required by the State to be licensed and to maintain liability insurance for that license, must present a copy of their certificate of insurance showing compliance with state regulations. When the state requires liability insurance, no other insurance or bond shall be required by the City to be registered as a contractor under this section.
- b. **Contractors who are not required by the State to maintain liability insurance, but who are required by this Chapter to maintain liability insurance, shall provide a certificated of Insurance showing the levels of liability insurance coverage in accordance with Table 4-1-110, Contractor Registration Requirements.**

Fn 11. General liability insurance requirements for contractors. Prior to being registered, and prior to each registration renewal period, each contractor must provide a standard insurance certificate to the Department of Building Safety that demonstrates liability insurance coverage in the following amounts, and that otherwise complies with the following:

- a. **Minimum of three hundred-thousand-dollar (\$300,000.00) per occurrence** (combined for property damage and bodily injury);
- b. **Minimum of six hundred-thousand-dollar (\$600,000.00) aggregate** (total amount the policy will pay for property damage and bodily injury coverage); and
- c. Minimum of three hundred-thousand-dollar (\$300,000.00) aggregate for products and completed operations.
- d. **The certificate of insurance must contain a clause requiring the company to give the City of Amarillo thirty (30) day cancellation notice of the policy.**
- e. Insurance must be provided by an admitted company, surplus lines carrier or other insurer authorized by law to issue liability insurance in Texas, with minimum financial reserves of not less than one-hundred-million-dollars (\$1,000,000.00) in reported capital, surplus, and conditional reserve funds. Any insurer or re-insurer which is rated shall have an A.M. Best Company rating of B+ or higher or an equivalent rating by another insurance rating company. A registered contractor shall furnish to any customer who requests it: the name of the insurance carrier, policy number, and the name, address, and telephone number of the insurance agent with whom the contracting company is insured.

Fn 13. General liability insurance requirements for commercial roofing contractors. Prior to being registered, and prior to each registration renewal period, each commercial roofing contractor must provide a standard insurance certificate to the Department of Building Safety that demonstrates liability insurance coverage in the following amounts, and that otherwise complies with the following:

- a. **Minimum of one-million-dollar (\$1,000,000.00) per occurrence** (combined for property damage and bodily injury coverage); and
- b. **Minimum of two-million-dollar (\$2,000,000.00) aggregate** (total amount the policy will pay for property damage and bodily injury coverage); and
- c. Minimum of one-million-dollar (\$1,000,000.00) aggregate for products and completed operations.
- d. **The certificate of insurance must contain a clause requiring the company to give the City of Amarillo thirty (30) day cancellation notice of the policy.**
- e. Insurance must be provided by an admitted company, surplus lines carrier or other insurer authorized by law to issue liability insurance in Texas, with minimum financial reserves of not less than one-hundred-million-dollars (\$1,000,000.00) in reported capital, surplus, and conditional reserve funds. Any insurer or re-insurer which is rated shall have an A.M. Best Company rating of B+ or higher or an equivalent rating by another insurance rating company. A registered contractor shall furnish to any customer who requests it: the name of the insurance carrier, policy number, and the name, address, and telephone number of the insurance agent with whom the contracting company is insured.