

Checklist for Professionals

Requirements pursuant to CIB if applicable:

- Proof of General Liability Insurance of at least \$500,000
- Proof of Workers' Compensation Coverage
- Affidavit of lawful presence in the U.S.
- Federal Tax ID

Requirements pursuant to IBHS Fortified Certification:

- Proof of General Liability Insurance of at least \$1 million
- Proof of Workers' Compensation Coverage or satisfactory proof of exemption
- Proof of Professional liability of at least \$500,000 (not required but strongly recommended)
- Proof of years in business matching one of the following:
 - A licensed or registered general contractor, residential contractor/builder, or building contractor- Minimum 5 years' experience.
 - An unlicensed residential or general contractor- Minimum 5 years in a supervisory capacity (team leader, project manager, or supervisor)
 - A registered or licensed architect or engineer- Minimum 5 years' experience
 - An ICC-certified building code official- Minimum 3 years' experience
 - An ICC-certified residential code inspector- Minimum 3 years' experience and 250 verifiable home inspections
 - A licensed or registered home inspector- Minimum of 3 years' experience and 250 verifiable home inspections

Requirements pursuant to OMES Supplier Registration:

- Federal Tax ID
- Certified Diverse Business documentation, if applicable.
- UNSPSC Category Codes for products and services for entity providers
- Licensing jurisdiction and trade categories
- Bonding reference letter

Requirements pursuant to the OID:

- Register as an OMES Supplier
- Oklahoma Tax Commission Compliance Letter
- Provide Certificate of General Liability Insurance of at least \$500,000
- Provide Certificate of Workers' Compensation Insurance
- Certificate of Good Standing from Secretary of State
- Provide a copy of your Valid and Active CIB Registration or other applicable certification.
 - Registration shall be free from all disciplinary action.
- Provide a copy of IBHS Certification
- Provide notification of any conflicts of interest