



North Central Regional Planning Commission

109 N. Mill • P.O. Box 565 • Beloit, KS 67420 www.ncrpc.org
Telephone: (785) 738-2218 • Facsimile: (785) 738-2185

Dear Contractor:

The North Central Regional Planning Commission (NCRPC), Beloit, is seeking qualified contractors to bid contract work for the Weatherization Assistance Program and the Housing Rehabilitation and Demolition Program. Weatherization provides improvements that increase energy savings for income eligible households. Housing Rehabilitation's main goal is to provide an added 20 year lifespan to a home for low to moderate income households. The goal of the Demolition sector of the program is to enhance future growth by taking down dilapidated structures.

The NCRPC serves weatherization clients in a 41-county area of North Central and Northwestern Kansas including the counties of Barton, Cheyenne, Clay, Cloud, Decatur, Dickinson, Ellis, Ellsworth, Geary, Gove, Graham, Greeley, Jewell, Lane, Lincoln, Logan, Marshall, Mitchell, Ness, Norton, Osborne, Ottawa, Phillips, Pottawatomie, Rawlins, Republic, Riley, Rooks, Rush, Russell, Saline, Scott, Sheridan, Sherman, Smith, Thomas, Trego, Wabaunsee, Wallace, Washington, and Wichita counties. Contractors may choose to work on homes in certain areas or counties.

The grant locations for the Housing Rehabilitation and Demolition Program vary from year to year, but does occur within our 12-county region. These counties include Clay, Cloud, Dickinson, Ellsworth, Jewell, Lincoln, Marshall, Mitchell, Ottawa, Republic, Saline, and Washington.

The certification requirements for contractors for the North Central Regional Planning Commission are as follows:

- Certified Firm License/Certified Renovator License with Kansas Dept. of Health & Environment (LSWP)
- Comprehensive General Liability:
 - o Bodily Injury Limits-\$300,000 per occurrence
 - o Property Damage Limit- \$250,000 per occurrence
 - o Completed Operations- \$300,000 aggregate (Housing Rehabilitation & Demolition Only)
- Surety Bond (Housing Rehabilitation Only):
 - o \$10,000 for the duration of a Housing Grant (per city)

Need help finding a Lead Safe Work Practices (LSWP) Training course? Feel free to reach out; we can help you find these classes. To learn more about becoming a contractor, visit www.ncrpc.org or contact us at 800-432-0303.

Once we receive the application, certifications and proof of insurance, you will be mailed out the contractor's notebooks that cover our programs' standard work specifications. There is a \$6.50 fee for the Housing Rehabilitation Notebook. We will also add you to our list of certified contractors to receive bid documents as bids occur.

We look forward to working with you in the future.

North Central Regional Planning Commission

Weatherization Program

Amanda Peterson, Weatherization Director
Margaret Cathey, Weatherization Assistant

Housing Rehabilitation and Demolition Program

Carol Torkelson, Housing Director
Keegan Bailey, Housing Assistant

North Central Regional Planning Commission Contractor Information Form

Please fill out all fields

Business Name: _____

Business Owner: _____

Address: _____

Phone: _____ **Email:** _____ **Fax:** _____

Fed. ID/Tax ID/SS # _____ **DUNS #** _____

Years in Business: _____ **Number of Employees:** _____

Please check which areas you are interested in working in:

Weatherization HVAC Rehabilitation Demolition

Work Related References (mandatory five)

Name	Address	Phone

Experience/Training/Additional Certifications

******It is expected for all contractors to warranty their work for one year after completions******

I hereby acknowledge that I will be responsible for any and all required licenses, permits, and warranties. I also understand that I maintain all of the legal liability for my efforts on projects.

Further, any false information on this form would be sufficient reason for rejection and/or removal from the contractor list for the North Central Regional Planning Commission.

Signature

Date

Housing Rehabilitation Contractors

The Kansas Rehabilitation Standards, Contract Conditions and forms are necessary to be able to make an informed bid. Therefore, until you receive these specifications you will not be eligible to receive the bid documents.

To help cover the cost of the notebook, postage and printing costs we are asking each contractor to remit \$6.50 per notebook ordered.

To place your order, fill out the form below. (Be sure to include payment when mailing.)

ORDER FORM

CONTRACTOR NOTEBOOK

# of Notebooks		Cost		Total to Pay
	X	\$6.50	=	\$

Make Checks payable to: North Central Regional Planning Commission

Mail to: NCRPC, 109 N Mill St, Beloit, KS 67420

Name	
Mailing Address	
Phone	