



# North Central Regional Planning Commission

109 N. Mill • P.O. Box 565 • Beloit, KS 67420 [www.ncrpc.org](http://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](http://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 notebooks that cover our programs' standard work specifications. 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  
Kendra Ryser, Weatherization Assistant  
[weatherization@ncrpc.org](mailto:weatherization@ncrpc.org)

### Housing Rehabilitation and Demolition Program

Keegan Bailey, Housing Director  
[housing@ncrpc.org](mailto:housing@ncrpc.org)

# 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