



BIDS & PROCUREMENT

Tel: (269) 965-7766

Fax: (269) 441-2433

PO Box 1026

Battle Creek, MI 49016

Qualifications for Contractors

Name of Company: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Phone(s): _____

Copies of the following MUST be on file with the Community Action Housing and Support Services Department. Please notify your insurance company that you are working for Community Action so they may notify us of any renewals or cancellations.

Copies to be filed with Community Action:

- License
- Insurance
- Tax ID
- Lead Safe Work Practice (LSW) Certificate (at least eight [8] hours training for LSW)
- Indoor Air Quality and Mold Certificate

List three (3) jobs completed within the last six (6) months. The projects should be located in the Calhoun County area or as close to Battle Creek as possible. *You may wish to let the client(s) know that we would like to schedule a walk-through of the work. Please type or print clearly.*

(1) Name of Contact Person: _____ Phone: _____

Street Address of the House Worked On: _____

City: _____ State: _____ Zip: _____

(2) Name of Contact Person: _____ Phone: _____

Street Address of the House Worked On: _____

City: _____ State: _____ Zip: _____

(3) Name of Contact Person: _____ Phone: _____

Street Address of the House Worked On: _____

City: _____ State: _____ Zip: _____

What kind of work do you specialize in and what do you usually subcontract to other contractors?

Specialty (you have been doing this kind of work for longer than one year consecutively):

Sub-Contracted Work:

NOTE: For Major Home Rehab Programs (over \$5,000.00) Contractor must have Lead Abatement License.