



## NOTICE: SOLICITATION FOR GENERAL CONTRACTORS

### PRE-QUALIFICATION APPLICATION

Navigate Affordable Housing Partners acting on the Behalf of the City of Bessemer is soliciting qualifications from General Contractors interested in providing pre-construction and general contracting services for the renovation of single-family houses in Bessemer, Alabama.

The City of Bessemer has funding available to provide qualifying homeowners with resources for housing rehabilitation and improvements. The Emergency Home Repair Program (EHRP) seeks to help low-income homeowners with much-needed key home repairs. This EHRP can be used to assist homeowners with repairs to live in a safe and decent home, help sustain communities and increase the value of the home. Only single-family homes that are owner occupied within the boundaries of the City limits of Bessemer are eligible properties. Repairs to conditions threatening the health and safety of the occupants are eligible. Repairs to outbuilding or items that do not affect the occupant's living conditions inside the home are ineligible in this Program. For example, carports or driveways would be ineligible.

Contractors must have experience in the following eligible repairs under the EHRP:

- Roof Replacement
- ADA Ramps/Accessibility
- HVAC Repairs

### **APPLICATION:**

The completed Pre-qualification Application and proof of Licenses must be submitted by email and in a portable document format (pdf). Please use **General Contractor Application** in the subject line of the email to:

**[ebell@navigatehousing.com](mailto:ebell@navigatehousing.com)**

Qualified General Contractors will be required to submit proof of General Liability and Workers Compensation insurance with limits acceptable to Navigate.



## General Contractor or Licensed Home Builder Prequalification Application

Date Form Completed: \_\_\_\_\_

Legal Company Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_ Website Address: \_\_\_\_\_

Company Structure: Corporation \_\_\_ Limited Liability Corporation \_\_\_ Sole Proprietor \_\_\_ Other \_\_\_

Years in business: \_\_\_\_\_

Types of Projects: Commercial \_\_\_ Home Building \_\_\_

### Classification (PLEASE CHECK ALL THAT APPLY):

- Disability-Owned Business Enterprise
- Small Disadvantaged Business
- Woman Owned Small Business
- Veteran-Owned Business
- Small Business
- Minority Owned Business
- Service-Disabled Veteran Small Owned Business

Navigate requires a non-expired Certificate of Insurance, including Commercial General Liability and Workers Compensation.

Insurance requirements:

General Liability with a minimum of \$1M Limit  Yes  No

Worker's Compensation as determined by State Law  Yes  No

Company DOES NOT have Workers Compensation coverage. Provide a statement explaining why Workers Compensation is not required:

---

---

Submit Proof of Current Licenses: General Contractor License\_\_\_ Home Builder License\_\_\_ Business License\_\_\_

List types of work performed by your company that apply to the scope of work: \_\_\_\_\_  
\_\_\_\_\_

List any experience with single-family, multi-family and commercial projects: \_\_\_\_\_  
\_\_\_\_\_

Describe any experience working with a nonprofit organization: \_\_\_\_\_  
\_\_\_\_\_

What is your largest project (name and amount) completed to date? \_\_\_\_\_

What is your current largest project underway (name and amount)? \_\_\_\_\_

What is your current smallest project underway (name and amount)? \_\_\_\_\_

Fee schedule for pre-construction services: \_\_\_\_\_

**Equal Opportunity Requirements:** must certify compliance with all applicable equal opportunity requirements.  Yes  No

**E-verify:** must certify that your company does not knowingly employ, hire or currently employ an unauthorized alien.  Yes  No

**Debarment:** must certify that neither your company is presently debarred, suspended, declared ineligible or excluded from participation in the activities proposed under the scope of work.  Yes  No

**Eligibility:** certify that your company is not on the U.S. Comptroller General's list of Ineligible Contractors nor any firm, partnership, or association in which they have substantial interest nor any other person, both natural and corporate, having substantial interest in their business in designated as an ineligible bidder or on the U.S. Comptroller General's List of Ineligible Contractors.  Yes  No

References (3) three:

Company Name	Point of Contact	Phone Number	Email Address	Project Title
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

The authorized signatory of this application guarantees the truth and accuracy of all statements and answers.

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

**PENALTY FOR FALSE MISREPRESENTATION:**  
Under 15 U.S.C. 645(d), any person who misrepresents a firm's status shall (1) be punished by a fine, imprisonment, or both; (2) be subject to administrative remedies and (3) be ineligible for participation in programs conducted under the authority of the Act.