



Community Housing Impact & Preservation (CHIP) Program Contractor Application

Dear Contractor:

Thank you for expressing an interest in our Pike County Housing Program. Pike County has (2) awarded grants PY2019 and PY2021.

Enclosed you will find a new contractor application for the housing program. Please complete this application and return it with all the requested documentation.

Once you have completed the application in its entirety and have all the required documentations return it to my attention:

Via mail:

Pike County Community Development

Attn: Marena Carter

116 S. Market Street, Suite 103

Waverly, Ohio 45690

740.947.4104 ext. 7

Via email: marena@pikecountydevelopment.com or fax: 740.941.4308

If you have any questions regarding the Housing Repair Program, contractor requirements or need assistance in completing the application please call or email to 740.947.4104 ext. 7.

Sincerely,

A handwritten signature in cursive script that reads "Marena Carter".

Marena Carter, Housing Program Manager

Pike County Community and Economic Development



Community Housing Impact & Preservation (CHIP) Program Contractor Application Procedure

NOTE TO CONTRACTORS:

The CHIP Program requires that its contractors be qualified prior to bidding on projects. The CHIP Program is administered by Pike County Board of Commissioners c/o Pike County Community & Economic Development. Contracts for CHIP projects are awarded only to pre-qualified Contractors.

INSTRUCTIONS:

In order to pre-qualify, the Contractor must:

- Submit a Certificate of Insurance, confirming the insurance required by the program
- Submit a completed W-9 Tax Form and OPERS form
- Submit copy of Worker's Compensation Certificate
- Submit EPA/RRP Lead Abatement Certificates/Licenses
- Agree to provide equal employment opportunities, as evidenced by Contractor's signature on the Equal Opportunity Employment statement (part of the Qualification form)
- Agree to warranty all work performed under the CHIP Programs, as evidenced by Contractor's signature on the Contractors Warranty (part of the Qualification form)

If, in the opinion of Pike County Community & Economic Development Office, the contractor meets the program's standards for qualified contractors, the Contractor's name will be placed on list of Qualified Contractors.

Pike County Community & Economic Development Office reserves the right to require additional information, including a financial statement from contractors, as a necessary prerequisite to pre-qualification.

If you have any questions about the requirements listed on this form, please contact Marena Carter at 740.947.4104 ext. 7 or marena@pikecountydevelopment.com.

Thank you in advance for your cooperation.