01/05/2025

Request for Contractor Qualifications
Home Repair Programs

Heart of the City Neighborhoods, Inc. has been awarded various grant funds to administer home repair assistance programs in the City of Buffalo. Repairs include exterior and interior code violation corrections and health and safety repairs, such as roofs, siding, electrical service, plumbing, windows and doors, and more.
We maintain a list of general and specialized contractors interested in receiving bid opportunities to work with property owners on home improvements.

Contractors wishing to be considered for inclusion are required to submit the information below and all documentation as soon as possible.
Letters of Interest will be accepted on a rolling basis and will receive bid opportunities as they are available.
Payments for contracts awarded are issued within no more than 30 days upon completion.

Company Name: _____

Address: _____

Phone Number: _____ Email Address: _____

Contact Name: _____

Number of years in business: _____ Federal ID: _____

Are you licensed by the City of Buffalo? ☐Yes ☐No

Are you a New York State registered M/WBE or SVDOB? ☐Yes ☐No

*NYS Certified M/WBE's receive priority bidding for our NYS programs

Is your company an EPA Certified Firm with a Lead Certified Renovator on staff that has been trained by an EPA approved training provider to follow lead-safe work practices? ☐Yes ☐No
*If your firm is not an EPA Certified firm, you will not be included in all our bid invitations as this is required for many of our programs

Have you worked on buildings that were eligible for the National Register of Historic Places?

☐Yes ☐No

Are you banned from doing work in other municipalities?

☐Yes ☐No

Please list the services you provide and your areas of expertise:

_____

_____

_____

Please attach ALL of the following:

☐ City of Buffalo Business License
☐ Proof of General Liability Insurance *with Heart of the City Neighborhoods, Inc. listed as additional insured*
Minimum $1,000,000 per occurrence, $2,000,000 aggregate
☐ Proof of Workers Comp Insurance *with Heart of the City Neighborhoods, Inc. listed as additional insured*
☐ EPA Lead Certification of your firm (if applicable)
☐ NYS M/WBE or SVDOB Certification (if applicable)
☐ Client references and photos of previously completed projects

Send your Qualifications to:
Heart of the City Neighborhoods, Inc.
135 Delaware Avenue, Suite 503
Buffalo NY 14202
Email: info@hocn.org
Fax: (716) 882-7662