

**PROVIDENCE HOUSING TRUST FUND
ELIGIBILITY FORM**

PLEASE TYPE ALL INFORMATION

1. NAME OF FIRM:

Tax ID No:

DUNSNO. (See Instructions):

D/B/A Name (if any):

Applicant's Address _____

City

State

Zip

Mailing Address (if different)

City

State

Zip

Telephone No.

FaxNo.

Corporate E-mail Address

Contact Person

Title

2. BUSINESS ORGANIZATION

Date applicant firm formed

Type of Organization _____

Corporation

State in which incorporated

Year

Partnership

General

Limited

State and County where partnership filed _____

Sole Proprietorship

Owner

Not-for-Profit

Joint Venture

3. DIVERSITY BUSINESS STATUS

a. Is the applicant firm certified as a Minority Business Enterprise (MBE), Women Business Enterprise (WBE) or Disabled Business Enterprise (DSBE)?

Yes No

(If "Yes", attach Certification Letter)

b. Within the past five (5) years has the applicant firm had an MBE, WBE or DSBE

c. For each line of credit, unsecured loan or secured loan provided by a lending institution, list the following:

| Amount of Credit | Outstanding Balance | Termination Date | Name/Address of Lending Institution |
|------------------|---------------------|------------------|-------------------------------------|
| | | | |
| | | | |
| | | | |
| | | | |

d. Are there any judgments or liens outstanding against the applicant firm?

Yes No

If "Yes", provide a detailed explanation with this application

e. Has the applicant firm or any of its current Principals or Key Personnel been a party to a bankruptcy or reorganization proceeding within the last five (5) years?

Yes No

If "Yes", provide a detailed explanation with this application

f. Annual sales dollar volume of firm

4. FIRM INTEGRITY: If applicant has answered "Yes" to any question below, a separate explanation must be supplied with this application.

During the past five (5) years, has the applicant ever:

a. Been the subject of judgment or claim of \$25,000 or more by a subcontractor, supplier, or vendor?

Yes No

b. Failed to complete a contract?

Yes No

- c. Been suspended, debarred, disqualified or otherwise been declared ineligible to bid?

Yes No

- d. Defaulted on any contract?

Yes No

- e. Had a contract terminated?

Yes No

- f. Had liquidated damages assessed against it upon completion of a contract?

Yes No

During the past five (5) years, has the applicant firm or any of its Principals or Key Personnel:

- a. Been convicted after trial or by plea of any felony under state or federal law?

Yes No

- b. Entered a plea of nolo contendere to a charge of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property or violation of antitrust laws?

Yes No

- c. Been the subject of an investigation of any alleged violation of a federal, state, or local regulation by a public agency including, but not limited to federal regulatory agencies such as EPA, EDA, or SEC?

Yes No

- d. Been found to have committed a violation of any labor law or regulation including prevailing wage rates and fair labor practices?

Yes No

- e. Been found to have committed an OSHA "serious violation"?

Yes No

- f. Been found to have committed a construction-related violation of federal, state, or local environmental law or regulations?

Yes No

5. BIDDING CAPABILITY AND PREVIOUS EXPERIENCE

Indicate below the categories in which the applicant firm has previous experience. Previous experience in a particular trade or activity by the firm is a prerequisite to prequalification in that category. The applicant must provide a separate narration for each category selected indicating the applicant firm's experience and involvement with that work.

A. Specialty (check all appropriate)

- | | |
|---|--|
| <input type="checkbox"/> 1. Research, Laboratories, Medical | <input type="checkbox"/> 8. Paving |
| <input type="checkbox"/> 2. Commercial, Retail | <input type="checkbox"/> 9. Construction Management |
| <input type="checkbox"/> 3. Residential | <input type="checkbox"/> 10. Utilities |
| <input type="checkbox"/> 4. Office | <input type="checkbox"/> 11. Exterior Restoration (non-historic) |
| <input type="checkbox"/> 5. Classroom | <input type="checkbox"/> 12. Demolition |
| <input type="checkbox"/> 6. Historic Preservation | <input type="checkbox"/> 13. Asbestos Abatement |
| <input type="checkbox"/> 7. Landscape | <input type="checkbox"/> 14. Materials Testing |

B. CSI Division Specialty (check all appropriate). Applicant firm must have self-performing capability for each specialty selected.

- Division 00 - Procurement and Contracting Requirements
- Division 01 - General Requirements
- Division 02 - Existing Conditions
- Division 03 - Concrete
- Division 04 - Masonry
- Division 05 - Metals
- Division 06 - Wood, Plastics, Composites
- Division 07 - Thermal and Moisture Protection
- Division 08 - Openings
- Division 09 - Finishes
- Division 10 - Specialties
- Division 11 - Equipment
- Division 12 - Furnishings
- Division 13 - Special Construction
- Division 14 - Conveying Equipment Division 21 - Fire Suppression
- Division 22 - Plumbing
- Division 23 - Heating, Ventilating, and Air Conditioning (HVAC)
- Division 25 - Integrated Automation
- Division 26 - Electrical
- Division 27 - Communications
- Division 28 - Electronic Safety and Security Division 31 - Earthwork
- Division 32 - Exterior Improvements Division 33 - Utilities

C Contract Capability (determined by size of previous work and bonding capacity)

- \$0-\$100,000
- up to \$500,000
- up to \$1,000,000
- up to \$5,000,000
- up to \$1,000,000
- up to \$15,000,000
- up to \$20,000,000
- up to \$25,000,000 and above

If offered, are you willing to participate in projects less than \$250,000?

Yes No

6. **PERFORMANCE HISTORY:** Using the format below, list any PRA financed projects that the firm has completed in the last three years that were financed by the Providence Redevelopment Agency or with City funds through HUD (such as CDBG, HOME, NSP, HTF, etc). In addition, list a maximum of five non-PRA financed projects that you have completed in the last three years. Each project must have its own form on a separate page.

Facility/Project Name

Address of Project

Owner

Prime Contactor

Subcontractor

Joint Venture Partner

Start Date

Scheduled Completion Date

Actual Completion Date

Construction Manager

Architect

PRA Project or Non-PRA Project

Project Complete or Work in Progress

Is project LEED Certified? Yes No

If yes, LEED Level: Silver Gold Platinum

Contract Amount (Applicant's share)

Was this project bonded? Yes No

Were you required to obtain a Performance and/or Payment Bond? Yes No

7. SUSTAINABILITY/GREEN BUILDING CERTIFICATIONS

Is firm an Energy Star Certified Partner? Yes No

List all sustainable building groups in which firm holds active membership. Include initial year of membership.

| Organization/Affiliation | Member Since |
|--------------------------|--------------|
| | |
| | |
| | |
| | |

Please list members of staff certified as "Sustainable Building Specialist", such as LEEP AP, BPI, Passive House, etc. Include name, certifying body and certification date.

| Staff Name | Type of Certification | Certifying Body | Cert. Date |
|------------|-----------------------|-----------------|------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

PRA PRE-QUALIFICATION APPLICATION CERTIFICATION AND AUTHORIZATION

I _____, being duly sworn, state that I am
(print full name)
_____ of _____
(print title) *(print firm name)*

Moreover, that I have read and understand the questions and responses contained in the attached eligibility form and its appendices.

I certify that to the best of my knowledge the information given in response to each question and the appendices is full, complete and accurate.

I acknowledge that the PRA may, by means it deems appropriate, determine the accuracy and truth of the statements made in the application.

I recognize that all the information submitted is for the express purpose of allowing the PRA to determine capability. The information to be provided and the requirements necessary to meet the standards for prequalification are for prequalification purposes only. Additional or different standards and requirements are set forth in each PHT loan application. Prequalification in no way insures the award of PHT financing.

I authorize the PRA to contact any entity named in the application for purposes of verifying the information supplied by the applicant. A copy of this authorization shall have the same force and effect as the original.

A MATERIAL FALSE STATEMENT OR OMISSION MADE IN CONNECTION WITH THIS PRE-APPLICATION IS SUFFICIENT CAUSE FOR DENIAL. IN ADDITION, IF FRADULENT INFORMATION CONTAINED IN THE PRE-APPLICATION OR SUBSEQUENT APPLICATION IS USED BY THE PRA TO MAKE A DETERMINATION OF THE APPLICANTS CAPABILITY, THE APPICANT MAY BE HELD LIABLE FOR ANY COSTS RESULTING FROM THE TERMINATION OF ANY FINANCING OR CONTRACT AWARDED TO THE APPLICANT.

Print Name _____ Date _____

Print Title _____

Signature _____