



# PRESERVATION ALLIANCE

*for greater philadelphia*

## Contractor's Qualification Statement for the Historic Properties Repair Program

**Introduction.** The Historic Properties Repair Program (HPRP) is an initiative funded by the City of Philadelphia and administered by the Preservation Alliance for Greater Philadelphia. HPRP assists low- and moderate-income homeowners with grants for exterior repairs to their homes so that the historic character of their neighborhoods can be maintained. HPRP will make grants to owners of historic residences in amounts that equal the difference between basic exterior "remodeling" projects and restoration work of a higher standard, quality, and historical accuracy.

HPRP will maintain a list of pre-qualified contractors from which homeowners can contract to undertake these grant-funded projects. The program encourages small and minority-owned businesses to apply for qualification. Contractors to be considered for inclusion on the pre-qualification list are required to complete the information below and return this form and any attachments to:

Historic Properties Repair Program  
The Preservation Alliance for Greater Philadelphia  
1616 Walnut Street, Suite 2110, Philadelphia PA 19103  
fax: 215.546.1180; inquiries: 215.546.1146 x 2 or [randy@preservationalliance.com](mailto:randy@preservationalliance.com)

**Minimum qualifications for contractor:** Pre-qualified contractors must document adequate experience with and knowledge of the proper treatment and restoration of historic structures and their materials. Familiarity and experience with the procedures and restoration standards of the Philadelphia Historical Commission is highly desirable. The trades of pre-qualified contractors may include, but are not limited to: general contractors, masons, carpenters, roofers, painters and decorative finishers, metalworkers, plasterers, tile setters, glaziers, and suppliers of materials, especially those that are historically authentic.

### Contact Information:

Business Name \_\_\_\_\_

Owner(s) \_\_\_\_\_

Address \_\_\_\_\_

Street

City

Zip

Phone #(s) \_\_\_\_\_ Fax # \_\_\_\_\_

Email \_\_\_\_\_ web site \_\_\_\_\_

Contact person and title \_\_\_\_\_

<more>

**Business Background:**

Federal ID # \_\_\_\_\_ Year business established \_\_\_\_\_

Under what other names has your business operated? \_\_\_\_\_

Who provides your business liability insurance? \_\_\_\_\_

NOTE: you MUST return a copy of your current certificate of insurance with this form.

If the answer to any of the next two questions is yes, please attach details:

1. Has your business ever failed to complete any work awarded to it? Yes \_\_\_\_\_

No \_\_\_\_\_

2. Are there any judgments, claims, or arbitration pending or outstanding against your business? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you a certified:

Minority Business Enterprise? Yes \_\_\_\_\_ No \_\_\_\_\_

Woman's Business Enterprise? Yes \_\_\_\_\_ No \_\_\_\_\_

**Experience**

List the categories of work that your business normally performs with its own personnel:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List your principal project managers (if any) and key personnel and their experience:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List a minimum of five projects your business has completed within the last five years for which the type of work is relevant to the Historic Properties Repair Program (include the project location, a brief description and the cost of the work you performed, and client contact information; you may attach additional sheets with this information). Identify any of these projects which were reviewed by the Philadelphia Historical Commission.

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