



November 30 Contractor Meeting

**The Honorable Mayor Byron W. Brown, Chair
Buffalo Urban Renewal Agency**



Pam Jackson,
Program Manager
Buffalo Urban Renewal Agency



The City of Buffalo Urban Renewal Agency (BURA) strives to promote the expeditious undertaking, financing and completion of community development programs and create quality and vibrant urban living in Buffalo New York through neighborhood driven development projects.



The Opportunities

Steady work for local contractors of all types (general contracting, roofers, electricians, plumbers).

Lead abatement and housing renovation projects that are accessible throughout the year.

The ability to use these programs to help grow and strengthen your business.

A specific focus on attracting Minority and/or Women-owned Enterprises (MWBE)s to ensure that these small business opportunities are available to the entire community.



The Goals

Add more contractors to programs administered by BURA and our project partners.

Add more MWBE contractors to programs administered by BURA and our project partners.

Make working with these programs as easy and straightforward as possible.

Renovate, improve and add value to housing stock within Buffalo neighborhoods.

Improve overall community quality of life.



Tonight's Focus

Provide information on:

How to become a certified contractor

The size and scope of applicable jobs

The programs' oversight and payment processes

Educational and training resources available to contractors

Answer your questions



Follow up

We will reach out to you after this meeting to discuss next steps for certification and any questions that you have.



Buffalo Urban Renewal Agency

MWBE Opportunities



City of Buffalo Permit & Inspection Services Process



Buffalo Urban Renewal Agency

Becoming A Licensed Contractor

CONTRACTOR APPLICATION

Chapter 144 of the City of Buffalo Ordinance requires persons engaged in a home improvement business (i.e. painting, siding, roofing) or doing construction work in the City of Buffalo to obtain a City of Buffalo Contractor license. This license does not allow for plumbing, heating, cooling or electrical work. Conducting a home improvement business or doing construction work in Buffalo without a license is an unclassified misdemeanor and shall be punishable by a fine or penalty of not more than \$1,000 or by imprisonment for not more than 60 days, or by both such fine and imprisonment.

Application with fee and required documentation must be mailed into our office where the Construction & Home Improvement Advisory Board will review and any questions will contact applicant. If Application is missing any documentation it will be sent back.

Application can be mailed to City Hall
Office of Licenses 65 Niagara Sq. Room 301 Buffalo, NY 14202

Use this checklist to insure you submit correct documentation with your application.

A. ALL APPLICANTS see page 3 <input type="checkbox"/> General Liability Insurance Certificate - ACORD forms - <i>NO PO BOX for your address</i> <input type="checkbox"/> Proof of Business Name <input type="checkbox"/> Application - pages 7-8 <input type="checkbox"/> RRP (Renovation, Repair & Painting) certification <input type="checkbox"/> COPY OF DRIVERS LICENSE REQUIRED	D. WORK ON RESIDENTIAL PROPERTIES see page 6 <input type="checkbox"/> City of Buffalo Home Improvement Contract
B. APPLICANTS WITH EMPLOYEES <input type="checkbox"/> Proof of workers' compensation insurance No PO BOX address on insurance <input type="checkbox"/> Use acceptable forms - page 3	E. SPECIALTY TRADE APPLICANTS see page 4 <input type="checkbox"/> Copies of specific certifications for trade
C. APPLICANTS WITHOUT EMPLOYEES <input type="checkbox"/> Exemption form (CE-200) attesting you do not require Workers' Compensation Insurance <input type="checkbox"/> If a Partnership with no employees - page 3	F. DEMOLITION APPLICANTS see page 4 <input type="checkbox"/> List of industry-standard demolition equipment <input type="checkbox"/> Résumé of applicant showing demolition-related work <input type="checkbox"/> Letters of reference THIS APPLICATION DOES NOT ALLOW FOR ELECTRICAL, PLUMBING OR HVAC WORK TO BE PERFORMED.

CATEGORIES FOR CONTRACTOR LICENSES

ONE MAN OPERATIONS WHETHER CORPORATION, LLC, OR DBA which cannot show proof of Workers' Compensation Insurance qualify for these:

HANDYMAN CONTRACTOR

- To perform normal maintenance and minor repairs on residential structures. Includes all minor interior and exterior improvements, repairs, installations and replacements.
- License does not include roofing, siding, large renovations or any other construction projects which the Department of Permit & Inspection and/or any industry standards dictate be completed by two (2) or more people.
- License is limited to only one person, valid solely to the individual named on said license.

CONSTRUCTION MANAGER

- To contract for a fee the oversight and direction of construction elements of a building project.
- Includes the hiring and scheduling of all licensed contractors to perform said construction elements.
- Cannot perform construction work

CORPORATIONS, LLC, DBA with Proof of Workers' Compensation Insurance

SPECIALTY CONTRACTOR

- To perform construction work as so designated on the license, which involves the use of a specialized skill, trade, or craft on residential, commercial or mixed structures. All work is limited to that of the specialized field on the license. **Copies of specific certifications for trade**

LIGHT COMMERCIAL CONTRACTOR

- To perform repairs, remodeling, alterations, conversions or modernization of commercial property.
- To construct additions on and build new and accessory structures (**maximum of three (3) stories in height**) on commercial property. Includes all interior and exterior improvements, repairs, installations, replacements.
- License shall include residential work *only* when so designated on this license.
- License does not include the construction of new housing, or the construction of infrastructure like, but not limited to, roads, roadways, bridges and underground utilities.

DEMOLITION

- This license is valid for demolition work only: Construction work may not be performed with this license.
 - Grade 1:** To perform demolition on structures with no basement limited to one & one-half (1½) stories to a maximum of 20 ft.
 - Grade 2:** To perform demolition on structures three (3) stories in height to a maximum of 30 feet.
 - Grade 3:** To perform demolition, without the use of explosives, with no restrictions to number of stories or height.
 - Grade 4:** To perform demolition, including the use of explosives, with no restrictions to number of stories or height.

SUB-CONTRACTOR: License does not allow the licensee to obtain permits. Licensee must also work under a primary contractor who will obtain the necessary construction permits.

- To perform construction work for, and contract directly with, a prime contractor.
- Said construction work to involve the use of a specialized skill, trade or craft on residential, commercial or mixed structures.

NEW HOUSING CONTRACTOR

- To perform construction of new residential and commercial structures (maximum of three (3) stories) in addition to performing repairs, remodeling, alterations and conversions or modernizations of residential and commercial structures. Includes interior and exterior improvements, repairs, installations, replacements.
- License does not include the construction of infrastructure like, but not limited to, roads, roadways, bridges, underground utilities.

GENERAL CONTRACTOR

- **Companies with extensive experience in major construction work will qualify.** To perform construction of new residential and commercial structures without limitations, in addition to performing repairs, remodeling, alterations, conversions or modernizations of residential and commercial structures. Includes infrastructures and interior and exterior improvements, repairs, installations, replacements.



Buffalo Urban Renewal Agency

The Permitting Process



Buffalo Urban Renewal Agency

Focusing on Lead Abatement



Buffalo Urban Renewal Agency

Oversight and Payment Process



Buffalo Urban Renewal Agency

Education and Training Programs

The Safety Health and Training Center, Inc

U.S. Environmental Protection Agency (EPA) Lead Requirements

40 CFR Part 745 – Lead-Based Paint Poisoning Prevention in Certain Residential Structures

Lead Renovation, Repair and Painting Program (RRP) Rule

This requires that those engaged in RRP activities in homes or child-occupied facilities (such as day care centers and kindergartens) built prior to 1978 be trained and certified in lead-safe work practices and use these work practices to guard against lead contamination. It also requires that contractors provide information on lead safety prior to beginning work.

Common renovation, repair, and painting activities that disturb lead-based paint (like sanding, cutting, replacing windows, and more) can create hazardous lead dust and chips which can be harmful to adults and children. But with careful work practices and thorough clean-up, renovations can be done safely. EPA's Lead Renovation, Repair and Painting Rule (RRP Rule) lowers the risk of lead contamination from home renovation activities. It requires that firms performing renovation, repair, and painting projects that disturb lead-based paint in homes, child care facilities and pre-schools built before 1978 be certified by EPA and use certified renovators who are trained by EPA-approved training providers to follow lead-safe work practices.

The Safety Health and Training Center, Inc

Lead Abatement Program: Training and Certification Program for Lead-based Paint Activities (TSCA sections 402/404)

This requires that those engaged in lead abatements (Supervisors and Workers), risk assessments and inspections in homes or child-occupied facilities (such as day care centers and kindergartens) built prior to 1978 be trained and certified in specific practices to ensure accuracy and safety.

EPA requires individuals and firms who perform abatement projects in pre-1978 target housing and child-occupied facilities to be certified and follow specific work practices. To become certified, individuals must be trained by an accredited training provider, apply to EPA, and possibly take a proficiency exam (depending on job category). Firms must apply to EPA. Both individual and firm certification is required.

The Safety Health and Training Center, Inc

Residential Lead-Based Paint Disclosure Program (Section 1018 of Title X)

This requires that potential buyers and renters of housing built prior to 1978 receive certain information about lead and lead hazards in the residence prior to becoming obligated to buy or rent, and provides the opportunity for an independent lead inspection for buyers.

Residential Hazard Standards for Lead in Paint, Dust and Soil (TSCA Section 403)

This sets standards for dangerous levels of lead in paint, household dust, and residential soil.

**The Safety and Health Training Center, Inc.
2495 Main Street, Suite 118
Buffalo, New York 14214
(716) 838-6850**



Belmont Housing

**Keith Braun, Housing Rehab
Programs Manager**

What is the Owner Occupied Home Rehabilitation & Emergency Repair Program?

Belmont Housing Resources for WNY has worked in partnership with the City of Buffalo since 2004. We strive to provide homeowners in the City with safe, affordable, decent housing.

Since 2004, the City of Buffalo has provided funding that has assisted:

- * **2,366** homes
- * In the amount of **\$39,585,308**
- * Utilizing approximately **one hundred** contractors

These statistics only cover the work performed under the Owner-Occupied Emergency, FOCUS, Target Streets and 50/50 programs.

In the coming years, millions more dollars are expected to flow into WNY. That is why we need you – the contractor- to join us. To address the demand and maximize the use of available funding, we need to grow our network of capable contractors.



**BELMONT
HOUSING**
RESOURCES FOR WNY

CITY OF BUFFALO OWNER OCCUPIED HOME REHABILITATION & REPAIR PROGRAM

Contractor Recruitment Event

Who are our Partners?

City of Buffalo



Community Based Organizations



Partner Funding Agencies



**BELMONT
HOUSING**
RESOURCES FOR WNY

CITY OF BUFFALO OWNER OCCUPIED HOME REHABILITATION & REPAIR PROGRAM

Contractor Recruitment Event

What work is performed through the Program?

The Owner-Occupied Emergency Repair Program assists elderly, disabled and low-income families make needed repairs to their homes that they ordinarily would not be able to undertake on their own.

Typical Repairs Include:

- Furnaces/ Boilers
- Water heaters
- Electric service
- Sewer laterals
- Water laterals
- Gas lines
- Roofs/Chimneys/Gutters



How can Contractors get involved?

Contractors must be properly licensed and insured through the City of Buffalo. Additionally, contractors must complete the following:

- Statement of Qualifications demonstrating work experience and capacity.
- Must be Renovation, Repair & Painting (“RRP”) certified through the EPA online portal.
 - *Note: plumbers, electricians and HVAC contractors are exempt from RRP certification*

The City of Buffalo and Belmont Housing strongly urge Minority & Women Business Enterprises as well as Service Disabled Veteran Owned Business to participate in these programs.

This program does not require prevailing wage considerations.



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CITY OF BUFFALO OWNER OCCUPIED HOME REHABILITATION & REPAIR PROGRAM

Contractor Recruitment Event

New Contractor Application Form

Company Contact Information

Authorized Signatories for contract execution, lien waivers, etc.

Release to the City of Buffalo to confirm insurance requirements

Certified MWBE per NYS and or Erie County standards?

Certified Lead Hazard Reduction Firm?

Certified Lead Hazard Abatement Firm?

Signature Block w/Employee ID No.

CITY OF BUFFALO HOUSING REHABILITATION PROGRAMS CONTRACTORS STATEMENT OF QUALIFICATIONS

All questions must be answered and the data given must be clear and comprehensive. If necessary, questions may be answered on separate sheets attached to this application.

1. Full Name of Firm _____

2. Permanent Main Office Address (Street, City, Zip) _____

3. Telephone Number _____ Cell Phone Number _____ Fax Number _____

4. Contact Person _____ Title _____ Email Address _____

5. Authorized Signatories. The following individual(s) is/are authorized to execute Construction Contracts, Lien Waivers, etc. on behalf of _____ (name of firm).

Signature	Typed Name	Title
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. I/We hereby authorize any person, firm, or corporation to furnish any information requested by the City of Buffalo in verification of the recitals comprising this Contractors Statement of Qualifications.

Dated at _____ this ____ day of _____, 20____

We have enclosed a copy of our insurance certificate (REQUIRED to be considered for participation in the program).

7. Is your firm a certified minority or woman-owned company? Yes ____ No ____
Please attach documentation from the certifying agency.

8. Is your firm certified in Lead Hazard Reduction? Yes ____ No ____

9. Is your firm certified in Lead Hazard Abatement? Yes ____ No ____
If yes, please submit documentation (i.e. copies of certification).

Seal
If A Corporation

Name of Firm _____

By _____

Typed Name _____

Title _____ Employer I.D. Number _____



**BELMONT
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RESOURCES FOR WNY

CITY OF BUFFALO OWNER OCCUPIED HOME REHABILITATION & REPAIR PROGRAM

Contractor Recruitment Event

Contractor Statement of Qualifications

The Application includes a Statement of Qualifications section which provides contractors the opportunity to provide a listing of the services their firm provides. We are seeking qualified firms that provide the following services:

- General Contractors
- Siding & Window Replacement Contractors
- Plumbers
- Electricians
- Carpenters
- Painters
- Roofers
- HVAC Contractors

What Services Does Your Company Offer?



Insurance Requirements

All Contractors performing work for BURA and the City of Buffalo must provide current copies of insurance certificates to Belmont which confirm the following policies and coverage amounts:

- Worker's Compensation & Employer's Liability Insurance (statutory form)
- NYS Disability Benefits (statutory form)
- Comprehensive Bodily Injury & Property Damage Liability with the following minimum coverage amounts:
 - General Aggregate: \$2,000,000
 - Products- Completed Operations Aggregate Limit: \$1,000,000
 - Personal & Advertising Injury Limit: \$1,000,000
 - Each Occurrence Limit: \$1,000,000
- Comprehensive Automobile Liability (covering bodily injury and property damage)
 - Combined Single Limit: \$1,000,000

The City of Buffalo and Buffalo Urban Renewal Agency must be listed as the Certificate Holder and have Additional Insured coverage under these policies



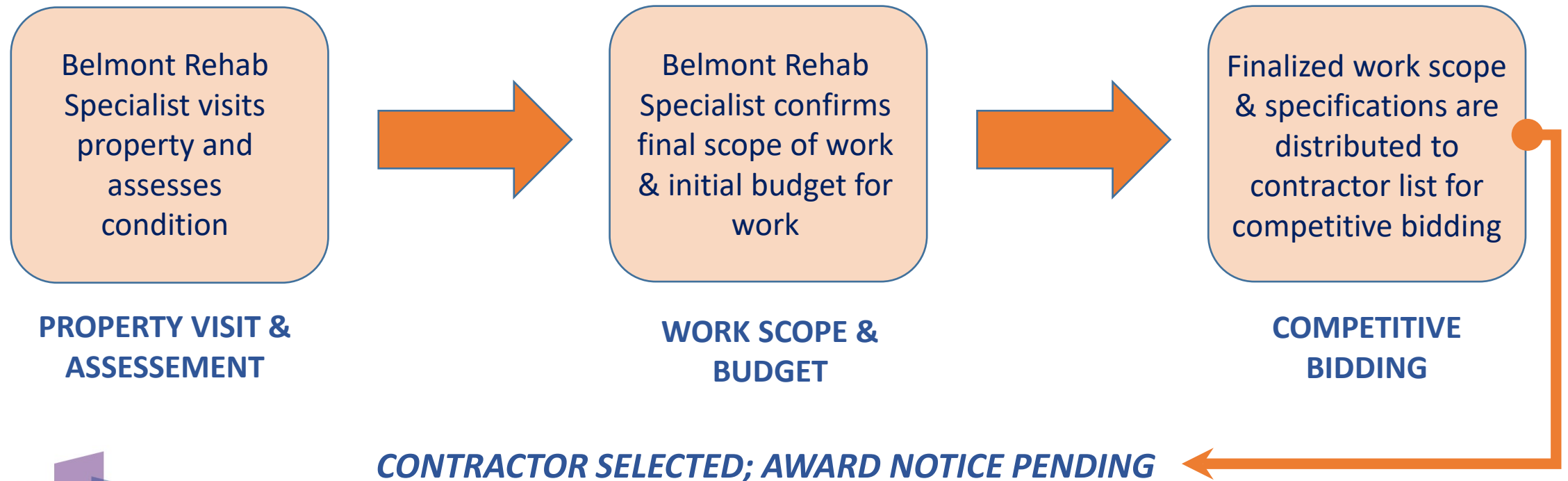
What is the process for home selection and Contractor engagement ?

Initial application screening and referral to Belmont for work scope/budgeting



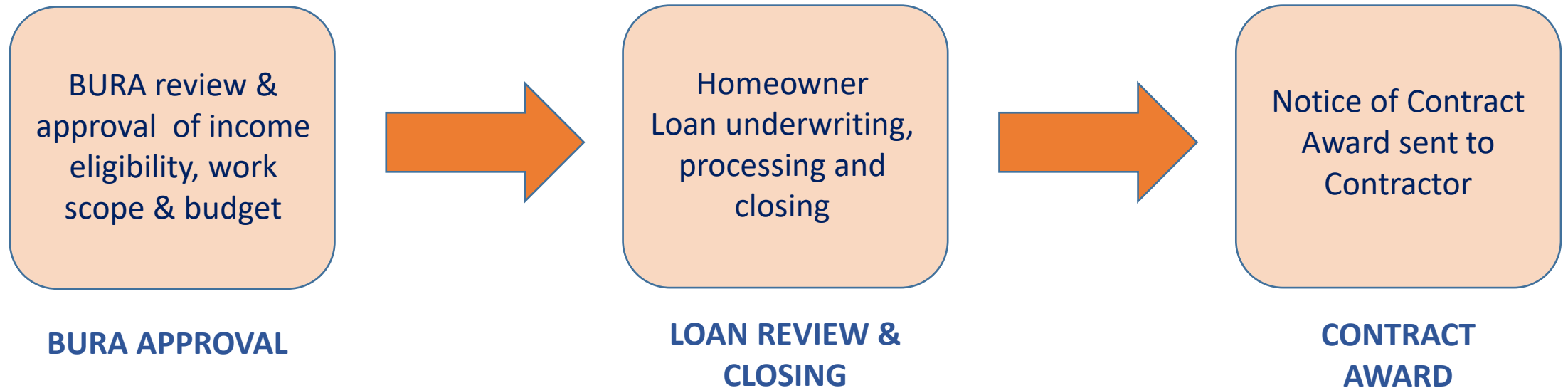
What is the process for home selection and Contractor engagement ?

Belmont Rehabilitation Specialist Review & Scope/Budgeting process



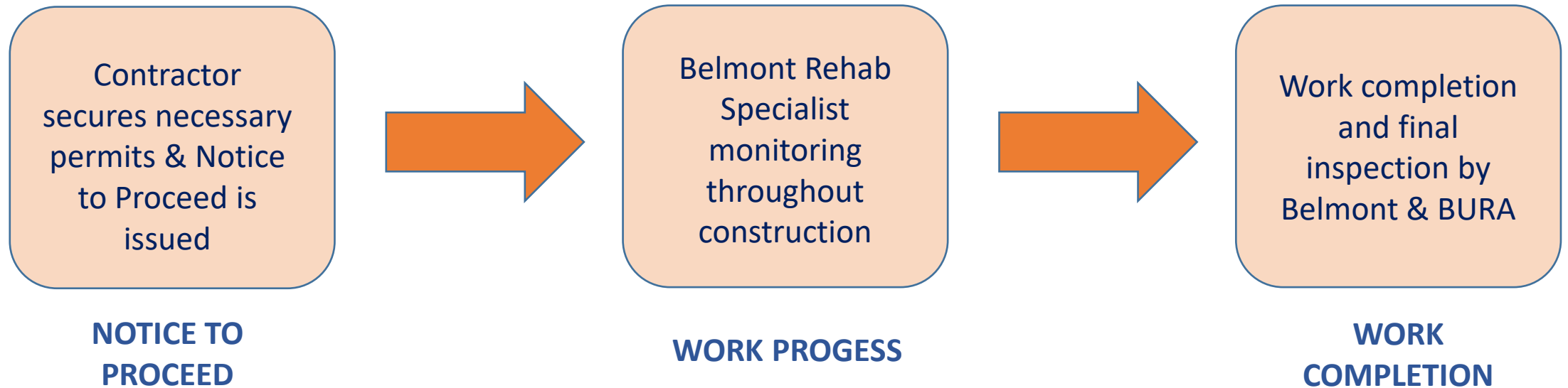
What is the process for home selection and Contractor engagement ?

BURA Approval & Loan Administration



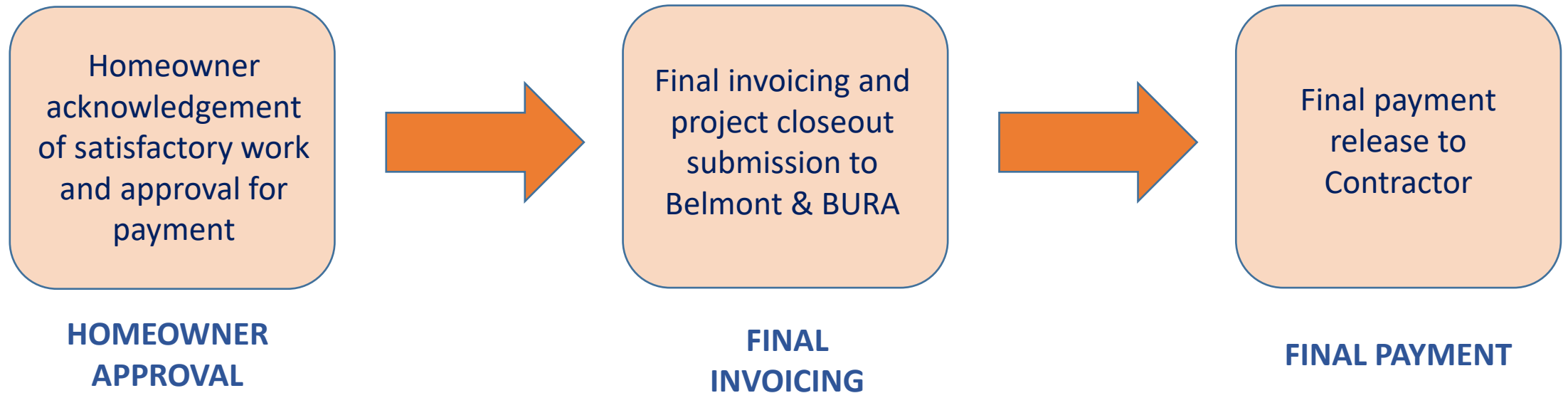
What is the process for home selection and Contractor engagement ?

Construction Start & Progress Monitoring



What is the process for home selection and Contractor engagement ?

Project Closeout & Final Payment



What other Contracting opportunities does the City provide?

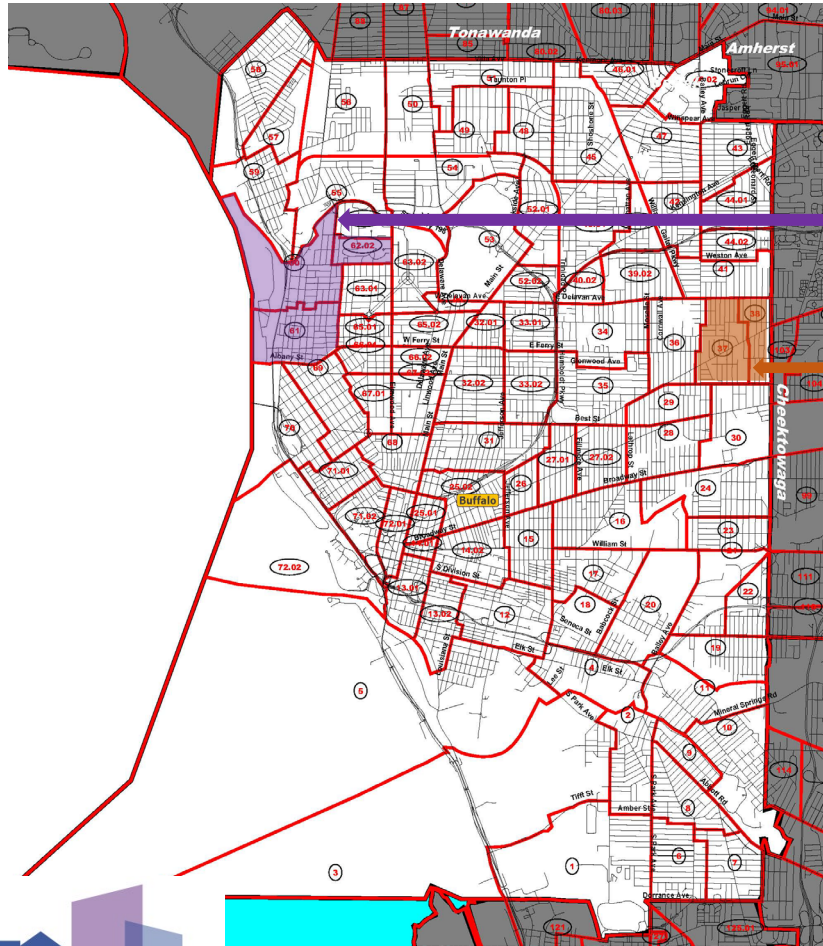
Lead Hazard Reduction Program

Beginning in 2021, the City received a \$2 million Lead Hazard Reduction Grant to be expended over 42 months. The following is a summary of the program goals

- Support the removal of lead hazards for approximately 110 units
- The funding is specifically targeted to 4 high-risk census tracts:
 - Census tracts 61 & 171 in the City's Upper West Side neighborhood
 - Census tracts 37 & 38 in Schiller Park
- To qualify for this funding, households must meet the following minimum requirements:
 - Home must have been built prior to 1978
 - Owner and/or tenant must meet income-eligibility requirements
 - Household must have a child under the age of six living in the home or a regularly visiting child (minimum of 6 hours per week)



What other Contracting opportunities does the City provide?



Lead Hazard Reduction Program- Target Neighborhoods

Upper West Side neighborhood

Census Tracts 61 & 171

Schiller Park Neighborhood

Census Tracts 37 & 38



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CITY OF BUFFALO OWNER OCCUPIED HOME REHABILITATION & REPAIR PROGRAM

Contractor Recruitment Event

What other Contracting opportunities does the City provide?

Lead Hazard Reduction Program

Contractor Requirements

All Contractors performing work for the Lead Hazard Reduction Program must have the following qualifications/certifications:

- Lead Abatement ***Firm Certification*** through the EPA, **and**
- Minimally one staff member who will be onsite during all work activities that is ***Lead Abatement Supervisor*** certified through the EPA. ***OR***, **all** workers must be certified as ***Lead Abatement Workers*** **and** the Lead Abatement Supervisor must be stationed within one hour of the work site



What other Contracting opportunities does the City provide?



Green & Healthy Homes Initiative

Belmont has worked in partnership with the Community Foundation for Greater Buffalo and the City of Buffalo to make for a safer and more energy efficient environment for more than 400 homes throughout WNY.

City of Buffalo Acquisition/Rehab Programs

Buffalo Promise Neighborhood Initiative: With funding from M&T Bank, the Oishei Foundation and the City, Belmont acquired and rehabilitated 10 residences within the Buffalo Promise Neighborhood. This effort provided a \$1.4M investment in the community and resulted in new, safe and sustainable homes for 10 families.

City of Buffalo Neighborhood Stabilization Program: This program utilized funding through the HUD Neighborhood Stabilization Program and the Affordable Housing Corporation for the acquisition, rehabilitation and resale of neglected residences throughout the City. This project provided for the complete reconstruction and resale of five residences to new families with a total investment of more than \$2M.





Question & Answer



**BELMONT
HOUSING**
RESOURCES FOR WNY

CITY OF BUFFALO OWNER OCCUPIED HOME REHABILITATION & REPAIR PROGRAM

Contractor Recruitment Event

Contact Information



Contact:

Tashene Eubanks
Supervisor of Building Const. II

Phone: (716) 851-6585

Fax: (716) 851-5168

Email:

teubanks@city-buffalo.com

Address:

65 Niagara Square
Room 315
Buffalo, NY 14202

Website:

www.buffalourbanrenewal.com



Contact:

Eric Schiffman,
Senior Housing Rehab Manager

Phone: (716) 884-7791, ext. 157

Fax: (716) 884-8026

Email:

eschiffman@belmonthousingwny.org

Address:

1195 Main Street
Buffalo, NY 14209

Website:

www.belmonthousingwny.org



**Office of
Permits
& Inspections**

Contact:

Judy Porto-Fiorella
Supervisor of License

Phone: (716) 851-4798

Email:

jporto@ch.ci.buffalo.ny.us

Address:

301 City Hall
Buffalo, NY 14202

Website:

*www.buffalony.gov/435/
Permit-Inspection-Services*