



# Allegheny Lead Safe Homes Program Contractor Training Program Application Form

Please carefully review the Program Guidelines prior to completing this application. Questions? Contact Jennifer Saks at 412-350-1032 or [jennifer.saks@alleghenycounty.us](mailto:jennifer.saks@alleghenycounty.us). Please return the application and all required materials to by COB March 12th, 2019:

Jennifer Saks, Program Manager  
Redevelopment Authority of Allegheny County  
One Chatham Center, Suite 900  
112 Washington Place  
Pittsburgh, PA 15219

Company Name	
Business Address	
Tax ID#	
HIC #	
Contact Person	
Phone	
Email	
Fax	

1) **Experience:** How many years of experience does your company have in residential renovation and remodeling? \_\_\_\_\_ Please describe your experience below.

2) **Statement of Interest:** Please describe your interest in receiving lead training and whether you are interested in becoming a Lead Hazard Control Contractor for the Allegheny Lead Safe Homes Program.

3) **Firm Location:** Is your firm located in Allegheny County? \_\_\_\_\_(yes/no). If no, please provide a statement explaining how you would plan to perform work in Allegheny County and whether you currently perform work in Allegheny County.

4) **Company Size:** Please provide the information below regarding the number of employees in your firm

Employees	Number
Renovation Supervisors	
Renovation Workers	
Administrative Staff	
Other Employees	
<b>Total Number of Employees</b>	

5) **Minority/Women/Disadvantaged Business Enterprise (M/W/DBE) and Veteran-Owned Small Business (VOSB):** Is your firm a certified MBE/ WBE/ DBE/ VOSB? Please submit copies of any certifications.

	Check All That Apply	Certification #	Expiration Date
Minority Business Enterprise			
Woman Business Enterprise			
Disadvantaged Business Enterprise			
Veteran Owned Small Business			

6) **Requested Firm Certification(s):** Please indicate which firm certification(s) you are requesting.

\_\_\_\_ PA DLI Lead Firm Certification

\_\_\_\_ EPA RRP Firm Certification

**7) Requested Employee Training(s):** Please list the employee(s) that you would like to complete training and their years of experience with your company.

Name of Employee	Years Employed by Firm	Check to Indicate Training Requested		
		PA DLI Lead Worker (Maximum 6 Workers)	PA DLI Lead Supervisor (Maximum 2 Supervisors)	EPA RRP Certified Renovator (Maximum 2 Employees)

**8) Three References**

Contact	Business Name	Phone

**9) Supplemental Attachments**

- ✓ **Current Lead Certifications:** Please attach copies of any current PA DLI lead certifications or EPA RRP certifications that you or your employees maintain.
- ✓ **Insurance:** Please attach certificates of insurance that meet the minimum standards per the Program Guidelines.
- ✓ **Minority/Women/Disadvantaged Business Enterprise (M/W/DBE) and Veteran-Owned Small Business (VOSB) Certifications:** Please attach copies of any certifications.



# Allegheny Lead Safe Homes Program Contractor Training Program Application Packet

This application packet includes the following materials:

- Program Guidelines
- Reimbursement Schedule
- List of Accredited Training Providers
- Application Form

Applicants should carefully review all materials in this packet prior to applying. Please contact Jennifer Saks at 412-350-1032 or [jennifer.saks@alleghenycounty.us](mailto:jennifer.saks@alleghenycounty.us) with any questions.

## Program Guidelines

### PURPOSE

Allegheny County is preparing to launch the Allegheny Lead Safe Homes Program, which will identify and control lead-based paint hazards in approximately 175 eligible units throughout the County. The Redevelopment Authority of Allegheny County (RAAC) will contract with residential renovation and remodeling companies to perform the lead hazard control work. Contractors must meet all training and certification requirements set by the PA Department of Labor and Industry (PA DLI) and the U.S. Environmental Protection Agency (EPA), which include having the following valid certifications:

	Requirement	Applies to:
PA DLI	Worker Certification	All workers working on the unit
	Supervisor Certification	The on-site supervisor
	Firm Certification	The contractor/firm
EPA Renovation, Repair and Painting Program	Renovator Certification	At least one Certified Renovator must be assigned to the job. All other employees on the job must be Certified Renovators or be trained on the job by a Certified Renovator.
	Firm Certification	The contractor/firm

**In order to build our pool of qualified contractors, RAAC is offering the Allegheny Lead Safe Homes Contractor Training Program, which will reimburse contractors for the costs associated with obtaining the necessary certifications.**

## ELIGIBILITY

To be eligible, firms must meet the following requirements:

- Be a licensed contractor with at least 2 years of experience in residential renovation/remodeling.
- Be registered with the Bureau of Consumer Protection of the PA Attorney General.
- Hold requisite insurance per the Program application.
- Must not be on HUD's debarred list or have a poor rating from the Better Business Bureau.
- Maintain the following insurance coverage. Please note that the Allegheny Lead Safe Homes Program may set stricter insurance requirements for firms performing lead hazard control work and may require payment bonding or no lien agreements.

Type of Insurance	Insurance Limits
<b>CONTRACTOR INSURANCE</b> Auto Liability • Aggregate Bodily Injury and Property Damage	Minimum Limit \$500,000
<b>COMPREHENSIVE GENERAL LIABILITY</b> • Aggregate Bodily Injury and Property Damage • Products Liability and Completed Operations • Explosion, Collapse and Underground Damage	Minimum Limit \$500,000 Minimum Aggregate Limit \$1,000,000
<b>WORKER'S COMPENSATION INSURANCE</b>	Coverage A – Statutory Limit Coverage B – Employer's Liability Minimum Limit \$500,00.00

## BENEFITS

- Participating firms will be reimbursed for applicable course costs, testing, and/or certification fees for:
  - PA DLI Lead Worker Certification (up to 6 workers)
  - PA DLI Lead Supervisor Certification (up to 2 supervisors)
  - PA DLI Firm Certification (Annual Certification, limit 1 per firm)
  - EPA Renovation, Repair and Painting (RRP) Renovator Certification (up to 2 employees)
  - EPA RRP Firm Certification (5-Year Certification, limit 1 per firm)
- Contractors that successfully obtain all required certifications will have the opportunity to be hired as a lead hazard control contractor for two units for our Program. All jobs will pay competitively. Upon successfully completing two units, contractors may be eligible to be added to our permanent contractor pool.
- See the attached Reimbursement Schedule for full details and requirements of reimbursement. **Some reimbursements will be dependent upon the firm completing lead hazard control work for the Allegheny Lead Safe Homes Program.**

## APPLICATION INSTRUCTIONS

- Applicants are encouraged to apply as soon as possible because funding is limited!
- To be considered complete, submissions must include:
  - Completed and signed Application Form, included in this packet;
  - Documentation of insurance that meets limits outlined in the Application;
  - Documentation of any current PA DLI lead occupation certifications or EPA RRP certifications that your firm or its employees have, if applicable; and
  - Documentation of any Minority/Women/Disadvantaged Business Enterprise and Veteran-Owned Small Business certifications, if applicable.
- Applications and all required supplemental materials must be mailed to:

Jennifer Saks, Program Manager  
Redevelopment Authority of Allegheny County  
One Chatham Center, Suite 900  
112 Washington Place  
Pittsburgh, PA 15219

## SELECTION AND ENROLLMENT PROCESS

- RAAC will review all applications for eligibility on a rolling basis. Firms are encouraged to apply as soon as possible to have the best chance of consideration.
- Only eligible firms will be considered for selection.
- RAAC will select firms for the program based upon:
  - Application completeness
  - Firm's experience
  - Firm's capacity and willingness to work under the Allegheny Lead Safe Homes Program
  - Minority/Women/Disadvantaged Business Enterprise (M/W/DBE) and Veteran-Owned Small Business (VOSB) Participation Goals. RAAC has established a goal of having thirteen percent (13%) MBE participation, two percent (2%) WBE participation, and five percent (5%) participation by VOSBs in all contracts for goods and services which utilize funds provided by or through ACED.
  - Willingness and capacity to perform work for the Allegheny Lead Safe Homes Program
- Firms will be notified of their selection in writing. The selection letter will specifically outline which trainings and costs will be reimbursed. Depending upon the number of applications received and available funding, RAAC may limit reimbursements per firm. **Costs incurred prior to this notification will not be eligible for reimbursement.**

## **SCHEDULING TRAINING AND REIMBURSEMENT**

- Firms will be responsible for scheduling and attending training. To be eligible for reimbursement, the courses **MUST** be provided by an accredited training provider. Training providers accredited as of February 2019 are included in this packet. RAAC will provide firms with an up-to-date list of accredited providers in the selection letter.
- In order to receive reimbursement, contractors must obtain a DUNS number and be registered in SAM at sam.gov. Firms must also provide a signed W-9.
- All payments to firms will be on a reimbursement basis according to the enclosed Reimbursement Schedule.
- Firms that successfully obtain all required certifications will be eligible to work on up to 2 units in the Allegheny Lead Safe Homes Program on a probationary basis. Firms will be reimbursed according to the Program's fixed reimbursement schedule.
- Firms must receive training within 6 months of application approval, or the funds will be reallocated.
- Firms that successfully complete two units will be eligible to join Program's contractor pool.

## **QUESTIONS**

Contact Jennifer Saks at 412-350-1032 or [jennifer.saks@alleghenycounty.us](mailto:jennifer.saks@alleghenycounty.us).

## List of Accredited Training Providers

### **PA DLI ACCREDITED TRAINING PROVIDERS**

According to PA DLI, the following training providers are located in Allegheny County and accredited to provide PA DLI lead abatement worker and supervisor training as of February 2019. This information is subject to change. RAAC will provide selected firms with an up-to-date list of accredited training providers in the selection letter.

#### ***COMMUNITY COLLEGE OF ALLEGHENY COUNTY***

##### ***WEST HILLS CAMPUS***

*1000 MCKEE ROAD  
OAKDALE, PA 15071  
(412) 788-7382*

#### ***GST CO.***

*357 NORTHGATE DRIVE  
WARRENDALE, PA 15086  
724-831-9724*

#### ***PROFESSIONAL TRAINING ASSOCIATES***

*46 S LINDEN ST STE C STORES  
DUQUESNE, PA 15110  
412-460-0266*

### **EPA RENOVATION, REPAIR, AND PAINTING TRAINING PROVIDERS**

According to the EPA, the following training providers have training locations within 20 miles of Pittsburgh, PA, and are certified to provide EPA RRP renovator training as of March 1, 2017. This information is subject to change. RAAC will provide selected firms with an up-to-date list of accredited providers in the selection letter.

#### ***COMMUNITY COLLEGE OF ALLEGHENY COUNTY***

##### ***WEST HILLS CAMPUS***

*1000 MCKEE ROAD  
OAKDALE, PENNSYLVANIA 15071  
(412) 788-7382*

#### ***ECS MID-ATLANTIC, LLC***

*14026 THUNDERBOLT PLACE, SUITE 100  
CHANTILLY, VIRGINIA 20151  
540-362-2000*

**ENVIRONMENTAL AND SAFETY TRAINING, INC.**

1493 BUTLER PLANK ROAD, SUITE 7  
GLENSHAW, PENNSYLVANIA 15116-2354  
412-486-8971

**GOT THE LEAD OUT, LLC**

3375 MERRIAM ST. SUITE 205-A  
MUSKEGON HEIGHTS, MICHIGAN 49444  
616-890-6822

**GUNTON CORPORATION**

26150 RICHMOND ROAD  
BEDFORD HEIGHTS, OHIO 44146  
216-831-2420

**PERFORMANCE ENVIRONMENTAL SERVICES, INC**

30553 WIXOM ROAD, SUITE 500  
WIXOM, MICHIGAN 48393  
(248) 926-3800

**PITTSBURGH JOB CORPS CENTER**

7175 HIGHLAND DRIVE  
PITTSBURGH, PENNSYLVANIA 15206  
412-441-8700 X4419

**PROFESSIONAL TRAINING ASSOCIATES, INC.**

46 SOUTH LINDEN STREET, SUITE C  
DUQUESNE, PENNSYLVANIA 15110  
(412) 460-0266

## Allegheny Lead Safe Homes Contractor Training Program Reimbursement Schedule

Type of Certification Eligible for Reimbursement	Length of Training	# Eligible for Reimbursement	Reimbursements Available	Requirements/Timeline for Reimbursement
PA Department of Labor and Industry Lead Worker Certification	2 days	Up to 6 workers per firm	Training Course Fees for Initial Worker Training	Upon submitting training certificate from a PA DLI-accredited training provider
			1-Year Certification Fee	Upon firm's completion of 1 unit under the Program
PA Department of Labor and Industry Lead Supervisor Certification	4 days	Up to 2 supervisors per firm	Training Course Fees for Initial Supervisor Training	Upon submitting training certificate from a PA DLI-accredited training provider
			Supervisor Testing Fees	Upon firm's completion of 1 unit under the Program
			1-Year Certification Fee	Upon firm's completion of 1 unit under the Program
PA Department of Labor and Industry Lead Firm Certification	n/a	1 per firm	1-Year Certification Fee	Upon firm's completion of 2 units under the Program
U.S. Environmental Protection Agency Renovation, Repair & Painting (RRP) Renovator Certification	1 day	Up to 2 employees per firm	Training Course Fees for Initial Renovator Training	Upon submitting course completion certificate from an EPA-accredited training provider
U.S. Environmental Protection Agency Renovation, Repair & Painting (RRP) Firm Certification	n/a	1 per firm	5-Year Certification Fee	Upon firm's completion of 2 units under the Program