

The Office of

Community Development

110 N. Fourth Ave., Suite 300 • P.O. Box 8647, Ann Arbor, MI 48107
Phone (734) 622-9025 • Fax (734) 622-9022



Achieving a socially and economically diverse community

Thank you for your interest in becoming an approved contractor with the Office of Community Development.

Enclosed are copies of the Housing Rehabilitation Contractors Application, Personnel/ Human Rights Compliance Forms, City of Ann Arbor Living Wage Compliance Form and a copy of the General Conditions and Guidelines for Rehabilitation Contractors.

Any contractors interested in obtaining work in the Office of Community Development's Housing Rehabilitation Program should complete and return the enclosed forms to:

The Office of Community Development
P.O. Box 8647
110 N. Fourth Avenue, Suite 300
Ann Arbor, MI 48107-8647

To obtain a copy of the forms online, visit the following website: www.ewashtenaw.org:

- Once there, click on Departments, then Community Development, Contractor Resources, and then the Housing Rehabilitation Contractors link.

In addition to the application and human rights forms, contractors must submit current copies of:

- Contractors Liability Insurance (\$500,000 minimum) with the City of Ann Arbor and Washtenaw County listed as additional insured
- Workmen's Compensation Insurance which meets State of Michigan statutory requirements (*If applicable*)
- Michigan Builders License or Michigan Maintenance & Alteration License
- Lead Abatement License (*If applicable*)
- Lead Safe Work Practices Certification(s) (*If applicable*)
- Provide an individual credit report from one of the three reporting bureaus (i.e. Equifax, Experian, or Trans Union), or a 3-in-1 merged credit report (with credit score), or confirmation of a business line of credit from your financial institution.

Please be advised that after the Office of Community Development has conducted reference checks, confirmed your license status with the State of Michigan and the U.S. Department of Housing and Urban Development, and inspected prior work, your company will be added to our list of contractors on a probationary basis if approved.

Sincerely,

Alvin Nunn
Sr. Housing Rehabilitation Specialist