

To All Contractors,

We will be gathering the following documentation that is required by the State Housing and Community Renewal (HCR) and our agency.

Attached are the #28 Contractor Qualification and HCR Insurance Requirements.

List as Certificate Holder for:

Neighborhood Housing Services of South Buffalo, Inc.
1937 South Park Avenue
Buffalo, NY 14220

AND a separate Certificate Holder for:

New York State Division of Housing and Community Renewal
Weatherization Assistance Program - 4th Floor
38-40 State Street
Hampton Plaza
Albany, NY 12207

See attached copy of insurance certificate for guidance.

A copy of your company's certified Lead Renovator must also be on file with us.

Included in the package is a MWBE Utilization form which, if applicable, should be completed and filed with us.

If you have any additional questions, please contact Rick Benitez at (716) 837-0071.



1937 South Park Ave. • Buffalo, NY 14220 • Phone: 716.823.3630 • Fax: 716.823.2967
www.nhssouthbuffalo.org • email: info@nhssouthbuffalo.org

Weatherization Assistance Program

135 Manhattan Ave. • Buffalo, NY 14215 • Phone: 716.837-0071 • Fax: 716.837.0244
www.nhssouthbuffalo.org • email: info@nhssouthbuffalo.org

