



American Council of Engineering
Companies of Rhode Island

Application For Firm Membership

Date: _____

Name of Contact _____
Name of Firm _____
Main Office Address _____
E-Mail _____ Telephone _____ Fax _____

Type of Membership for which you are applying (*please check one; see Section 2, "Qualifications" on page 4*):

Full Affiliate Non-Resident

Web site: _____ Firm's Email Address: _____
LinkedIn or Facebook firm listing(s): _____ Firm's Twitter Handle: _____

- | | | |
|--|--|--|
| <input type="checkbox"/> Cooperative | <input type="checkbox"/> Public | <input type="checkbox"/> Limited Partnership |
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Private | <input type="checkbox"/> Limited Liability Company (LLC) |
| <input type="checkbox"/> Sub Chapter S | <input type="checkbox"/> Joint Venture | <input type="checkbox"/> Partnership |
| | | <input type="checkbox"/> Sole Proprietor ship |

Year Firm was Established _____
Branch of Engineering Practiced by Firm _____

Annual Dues: Annual dues for firms applying for either Full or Affiliate membership are dependent on the number of employees in the firm's Rhode Island offices and the number of employees nationally. The minimum dues amount for National Firms with more than 100 employees is \$1,000, regardless of the number of Rhode Island employees. ACEC-RI will provide dues quotes for Full member firms. Effective 10/1/16, Annual dues for Affiliate and Non-Resident members are:

Affiliate Members: \$1,000.00

Non-Resident: \$2,000

ACEC-RI's fiscal year is from July 1 to June 30 of the following year. Dues for new members are pro-rated on a quarterly basis starting with the quarter commencing next after the date of approval of the application for membership. Dues amount are subject to annual review and revision.

Name of Principal who will be the official firm representative to ACEC-RI and receive primary correspondence: _____

Title: Name: _____ Email address: _____

Number of personnel, including owners, officers, engineers, surveyors, draftsman, clerks, secretaries, bookkeepers, etc. principally engaged in support of engineering in RI: _____ Total Nationwide: _____



American Council of Engineering
Companies of Rhode Island

Declaration of all partners, limited partners, or individual owners, or by all corporate directors and officers. Attach separate sheet if necessary.

We, the undersigned, attest that our business affiliation with the applicant is as affirmed herein. We understand that Members of ACEC-RI vote as representatives of their firms, not as individuals, and that this application represents the appointment of applicant by his firm to represent it in all matters which properly come before ACEC-RI.

Signature	Title	Office Location	Registration No. & States
Signature	Title	Office Location	Registration No. & States
Signature	Title	Office Location	Registration No. & States

Special Contacts: Please list **names and email addresses** of managers or other individual(s) who should receive information pertaining to ACEC (include additional pages if necessary).

<u>Name</u>	<u>Title</u>	<u>Email</u>

- Is your firm engaged in the independent professional practice of engineering with a registered Professional Engineer as a principal, with an office in RI?
(If yes, you will be considered a Full Member Firm.) Yes No
- Is your firm engaged solely in professional services other than engineering?
(If no to #1 and yes to #2 you will be considered an Affiliate Member.) Yes No
- Is your firm a services firm with a client base among ACEC Member firms and other design professionals or a firm engaged in non-engineering services but associated with the design and/or construction fields?
(If yes, you will be considered for Affiliate Membership.) Yes No
- Would your firm qualify as a Full Member if it had an office in RI and are you a member of the local ACEC chapter for the state in which you are located?
(If yes, you will be considered as a Non-Resident Firm.) Yes No If yes, which state: _____
- Is your firm in a business substantially to provide goods? Yes No
- Has your firm been engaged or might become engaged in activities that ACEC/RI may consider to be adverse to the best interests of design professional service firms? Yes No
 - If yes, please explain: _____



Disciplines: For statistical purposes, please indicate which of the following services your firm provides. Include only in-house capability, by virtue of experience and having a principal registered in that specific field:

<input type="checkbox"/>	Agricultural/Biological Engineering	<input type="checkbox"/>	Environmental	<input type="checkbox"/>	Nuclear/Petroleum/Energy
<input type="checkbox"/>	Architectural	<input type="checkbox"/>	Fire/Earthquake/Hazards/Safety	<input type="checkbox"/>	Planning
<input type="checkbox"/>	Chemical	<input type="checkbox"/>	Forensic	<input type="checkbox"/>	Surveying/GIS/Mapping
<input type="checkbox"/>	Civil – General	<input type="checkbox"/>	Geotechnical	<input type="checkbox"/>	Water/Wastewater
<input type="checkbox"/>	Civil – Structural	<input type="checkbox"/>	Hydrology	<input type="checkbox"/>	Other
<input type="checkbox"/>	Civil – Transportation	<input type="checkbox"/>	Industrial	<input type="checkbox"/>	
<input type="checkbox"/>	Computer/Communication Systems	<input type="checkbox"/>	Land Development	<input type="checkbox"/>	
<input type="checkbox"/>	Construction Management	<input type="checkbox"/>	Marine & Coastal	<input type="checkbox"/>	
<input type="checkbox"/>	Electrical	<input type="checkbox"/>	Mechanical	<input type="checkbox"/>	

Does your firm do international work? Yes No

Minority/Disadvantaged Business/Small Business Status:

<input type="checkbox"/>	Certified Small Business	<input type="checkbox"/>	Service Disabled Veteran Owned Business
<input type="checkbox"/>	Disadvantaged Business Enterprise	<input type="checkbox"/>	Women’s Business Enterprise
<input type="checkbox"/>	Minority Business Enterprise		

EXCERPTS FROM THE BYLAWS OF ACEC-RI, INC.: Article II - Membership

SECTION 2. QUALIFICATIONS

- A. Member firms shall be limited to those whose individual firms, parent firms, branch offices, divisions, or subsidiaries that have principals who furnish consulting engineering services, and shall
 - 1. maintain established offices for the practice of consulting engineering, as (i) sole proprietorships; (ii) partnerships; (iii) limited liability corporations, (iv) limited liability partnerships or (v) corporations, divisions or subsidiaries furnishing consulting engineering services provided that their officers act for them on professional policies and activities;
 - 2. have one or more engineers or land surveyors registered or licensed professionally in accordance with the laws of the State of Rhode Island and who are in direct control or in responsible charge for the professional services that are performed in that state;
 - 3. belong to The Council;
 - 4. practice consulting engineering in accordance with The Council Professional and Ethical Conduct Guidelines;
 - 5. practice under an organizational arrangement that does not involve a conflict of interest or that does not subordinate independent professional judgment to other considerations. Firms or corporations wholly or partially owned by commercial, construction contracting, manufacturing, sales, public utility, holding company or other similar organizations which function as service organizations for the controlling company, shall not be eligible for membership if such ownership arrangements prejudice or subordinate the professional or ethical judgment of the consulting engineers.
- B. A Full Member firm shall maintain an office in Rhode Island for the practice of consulting engineering or land surveying.
- C. The principal or principals who are registered professionals shall have final control within the firm with respect to professional policies and activities. A Member firm shall have a minimum of one Professional Engineer or Land Surveyor regularly assigned to the staff of each member office.
- D. All employees of a Member firm shall automatically be members.
- E. An Affiliate member shall be a professional services firm including (but not restricted to) architectural or landscape architectural firms (or an individual providing such services), an environmental science firm and not otherwise engaged in the practice of consulting engineering or land surveying, a services firm or vendor firm with a client base among ACEC-RI Member firms and other professionals in the areas including, but not limited to, accounting, MIS consulting, insurance, marketing and communications, construction, construction management, and business management. An Affiliate member firm shall not be engaged in the practice of consulting engineering or land surveying.
- F. Affiliate members together shall not comprise more than forty percent (40%) of the total member firms of ACEC-RI. Affiliate members may be subject to annual review and approval by the Board of Directors and membership may be terminated at the sole discretion of the Board of Directors, by affirmative vote of two-thirds of the Board of Directors present at a formal (quorum) meeting.
- G. A Non-Resident Member Firm shall meet all the criteria for Member Firm, except that the firm does not have an office in Rhode Island.

SECTION 3. APPLICATION FOR MEMBERSHIP

An application to become a Member firm, an Affiliate member, a Non-Resident member, or a Retired member shall be made on such application form as is from time to time prescribed by ACEC-RI. The application shall be submitted to the Membership Committee of ACEC-RI, which shall review the applicant and forward the application together with the Committee's recommendation to the Board of Directors. If an applicant is a subsidiary of a non-engineering or non-land surveying firm, the application must include a written statement verifying the independence of the subsidiary in the practice of consulting engineering. An applicant shall become a Member firm only upon the affirmative vote of two-thirds of the Board of Directors present at a formal (quorum) meeting, and upon payment of an application fee as determined by the Board of Directors.

SECTION 4. REPRESENTATIVES OF MEMBER FIRMS AND NON-RESIDENT MEMBER FIRMS

Each Member firm and each Non-Resident member firm shall designate one individual to serve as its official representative to ACEC-RI. The representative shall be a principal of the Member firm, or Non-Resident member firm.

SECTION 5. REPRESENTATIVES OF AFFILIATE MEMBERS

An Affiliate member firm shall be permitted up to two representatives to ACEC-RI. The representative may not serve as an ACEC-RI Officer or Director. The representative may serve as the chair or co-chair of a Committee or Task Force. The representative may attend and participate in all ACEC-RI activities. Affiliate member firm representatives shall serve without voting capacity, as an advisor only.

I have read the qualifications for Full Membership, Affiliate Membership, and Non-resident Membership in the American Council of Engineering Companies of Rhode Island, Inc., and believe that the firm/applicant meets the necessary requirements. Further, I hereby attest to the independence of the firm, if a subsidiary, in the practice of professional services.

Signature of Principal/Officer: _____ . **Date:** _____

Name: _____ . **Title:** _____

The Membership Committee recommends that this application be: **Approved** **Disapproved**

_____ Date Voted _____
 Approved by Board of Directors: _____ Chair, Membership Committee
 _____ Date Voted _____

**Please Return Completed Application to
ACEC@ACEC-RI.ORG**

 President, ACEC/RI
ACEC/RI
Jeff Lewis, P.E.