REQUEST FOR PROPOSAL

CITY OF ROCHESTER OWNER OCCUPANT REHABILITATION PROGRAM

LEAD HAZARD EVALUATIONS

I. Purpose.
The purpose of this RFP is to solicit firms, herein referred to as Consultants, that offer lead hazard evaluation services to provide such services for the City of Rochester's, Owner Occupant Rehabilitation Program. The City will review proposals and make one selection based on criteria stated in Section V.

II. Program Description.
The purpose of the OORP is to provide financial assistance to eligible owner-occupied single-family structures to address major repair needs, code violations, lead based paint hazards and deficiencies affecting health and safety. Primary work activities may include but not be limited to: roofing, window and door replacement, driveways, painting, siding, porch repair and/or replacement, security fencing, furnace repair/replacement, electrical services, and water and sewer line repair.

III. Scope of Services.
The Consultant will provide lead hazard evaluation services for approximately 40 single-family homes. The consultant will be expected to be on call to provide services for the City as requested. For each enrolled property, a **combined lead-based paint inspection/risk assessment** will be required by the Consultant. Lead hazard evaluation services must be carried out according to requirements established by the U.S. Dept. of Housing and Urban Development (HUD) per HUD's *Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing* (2012 Edition), chapters 5-9. This document can be found at the following link:

http://www.hud.gov/offices/lead/lbp/hudguidelines/index.cfm

IV. Proposal Submission Requirements.
Listed below are submission requirements that must be included with your response:

1. Description and background information of your firm.
2. List of lead-based paint projects completed, include dates and references.
3. List of personnel and their associated qualifications and certifications.
4. (1) sample lead-based paint inspection/risk assessment report.
5. Cost estimate for 40 single-family homes (assume 7 rooms per home).
6. Expected turn-around time for services.

V. Selection Criteria:
Each proposal will be scored according to the following criteria:

1.	Completeness of proposal.	10pts.
2.	Organizational Capacity	10
2.	Quality of reports.	30
3.	Experience.	30
4.	Time of performance (turn-around time for reports).	15
4.	Cost proposal.	5
Total		100

VI. Deadline for Submission.
Responses are due no later than **July31, 2013 by 3pm.** All questions concerning this RFP may be referred to Conrad Floss, Associate Community Housing Planner at 585-428-6820 or flossc@cityofrochester.gov. Responses shall be returned to:

Conrad Floss
Bureau of Neighborhood & Business Development
30 Church St., Room 005A
Rochester, NY 14614