

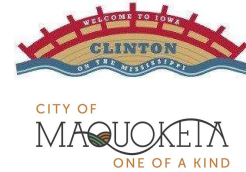


Clinton-Maquoketa Lead Paint Healthy Homes Program

IN PARTNERSHIP WITH

East Central Intergovernmental Association

7600 Commerce Park
Dubuque, Iowa 52003
563-556-4166



Request for Proposals for Inspections for the Clinton-Maquoketa Lead

The East Central Intergovernmental Association is seeking proposals to serve as back-up to preform lead inspections/risk assessments (LIRA) and healthy homes assessments to properties within the cities of Clinton and Maquoketa for the Clinton-Maquoketa Lead Paint Healthy Homes Program.

SCOPE OF WORK:

- Lead Inspection/Risk Assessment

The grant will be required to assist at least 64 units. An inspection shall be conducted only by a person who is certified by the Iowa Department of Public Health as an inspector/risk assessor. A complete lead-based paint inspection and lead hazard risk assessment report meeting Iowa Chapter 70 Lead-Based Paint and U.S. Department of Housing and Urban Development Office of Lead Hazard Control Healthy Homes Inspection and Reporting requirements. The presumption of the presence of lead-based paint or lead-based paint hazards is **not** permitted. In addition to the LIRA, dust sampling will be required in every room and every porch. The LIRA is expected to have justification for identifying components as a lead-based paint hazard including photos.

- Healthy Homes Assessment

A complete healthy homes assessment looking at all 29 healthy homes components will be completed on the property at the time of the LIRA. An assessment report will be submitted to ECIA providing justification for the assessment results, including photos. The Clinton-Maquoketa has the following 5 components as program priorities:

- Damp and Mold Growth (Hazard 1)
- Radiation (Hazard 8)
- Electric Hazards (Hazard 23)
- Carbon Monoxide and Combustion Products (Hazard 5)
- Domestic Hygiene, Pests and Reuse (Hazard 15)

A radon test kit will be provided to the homeowner/tenant with detailed instructions on how to complete the test. The Inspector (you) must provide ECIA a copy of all radon testing results.

- Notification Requirements

All lead-based paint testing results, summaries of lead-based paint hazard control treatments and clearances must be provided to the owner of the unit and ECIA. A notice describing the owner's legal duty to disclose the results to tenants and buyers must also be provided to the property owner. All information must be provided in a manner that is effective for persons with disabilities and those persons with limited English proficiency. You must provide ECIA with verifiable evidence, such as a dated

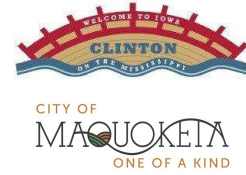


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and single receipt, that the lead hazard evaluation and control reports were provided to owners and tenants.

- Testing Requirements

All testing, sampling and laboratory analysis for lead must comply with the Lead Safe Housing Rule and conform to the current HUD Guidelines, the EPA hazard standard at 40 CFR part 745, and federal and state, or tribal regulations. All laboratory analyses conducted on paint chips, soil, and/or dust samples must be performed by an environmental laboratory recognized by EPA under the National Lead Laboratory Accreditation Program pursuant to Toxic Substances Control Act (15 U.S.C 2685).

Dust-Lead Action Levels for Risk Assessment and Clearance

Dust-Lead Action Levels:

Floors: $\geq 10 \mu\text{g}/\text{sf}$

Window Sills: $\geq 100 \mu\text{g}/\text{sf}$

Lead Clearance Action Levels

Interior Floors: $< 10 \mu\text{g}/\text{sf}$

Porch Floors: $< 40 \mu\text{g}/\text{sf}$

Window Sills: $< 100 \mu\text{g}/\text{sf}$

Window Troughs: $< 100 \mu\text{g}/\text{sf}$

*NOTE-the required use of these action levels applies only the LBPHC grant and does NOT constitute rulemaking under HUD's Lead Safe Housing Rule, nor apply to work conducted under that rule; nor does it apply to EPA's Lead-Based Paint Hazards rule nor Work Practices Standards Conducting Lead-Based Paint Activities Rule.

- Program Timeframe

The Clinton-Maquoketa Lead Paint Healthy Homes Program is scheduled to end November 30, 2020. The Program must have secured commitments to provide scope of work listed above for the 36-month grant period and in accordance with the required benchmarks.

- Completion Timeframe for Lead Inspection/Risk Assessment and Healthy Homes Assessments:

The Program is requiring that all Lead Inspection/Risk Assessment reports and Healthy Homes Assessment be submitted to the Program within 7 calendar days from the date of the inspection.

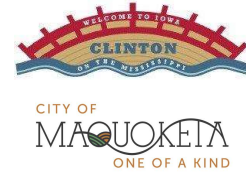


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- Detailed Project Specifications/Scope of Work

The Program may ask the Lead Inspector/Risk Assessor and Healthy Homes Assessor to provide a detailed scope of work for properties being inspected. The detailed scope of work must be supported by the LIRA and Healthy Homes Assessment. The Program is requiring the inspector/risk assessor also be a certified abatement contractor through the Iowa Department of Health.

- Additional Requirements

-Evidence of Insurance: Commercial General Liability with limits not less than \$2,000,000; Workers Compensation and Employers Liability with limits not less than \$500,000; Automobile Liability with limits not less than \$1,000,000 per occurrence. Evidence of the firm's errors and omission insurance.

-Conflict of Interest Statement & Supporting Documentation: Respondent shall disclose any professional or personal financial interests that may be a conflict of interest in representing ECIA, City of Clinton and City of Maquoketa. In addition, all Respondents shall further disclose arrangement to derive additional compensation from various investment products, including financial contracts with ECIA, City of Clinton and City of Maquoketa.

- Pricing Breakdown

1). Lead Inspections (2-3 units) w/LIRA: _____
(Program would provide addresses of 2-3 units at one time for inspections. Provide a per unit price.)

2). Quick Response (EBL unit, etc.) w/LIRA: _____
(Program would provide 1 address for a quick turnaround time for inspection.)

3). Healthy Homes Assessment: _____
(HHA would be in conjunction with LIRA in #1 above – provide a per unit HHA price.)

4). Healthy Homes Assessment Quick Response: _____
(HHA would be in conjunction with LIRA in #2 above – provide a per unit HHA price.)

5). Scope of Work for items identified in LIRA: _____
(Scope of Work would be in conjunction with LIRA in #1 above - provide a per unit price.)

6). Scope of Work for items identified in LIRA: _____
(Scope of Work would be in conjunction with LIRA in #2 above - provide a per unit price.)

7). Scope of Work for items identified in Healthy Homes Assessment: _____
(HHA Scope of Work would be in conjunction with #3 above - provide a per unit price.)

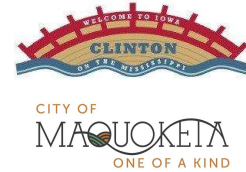


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8). Scope of Work for items identified in Healthy Homes Assessment: _____
(HHA Scope of Work would be in conjunction with #4 above - provide a per unit price.)

Please note the Program may choose to contract for all or a portion of the line items above for the project.

- Additional Information to include

- 1). How much advance notice do you require for inspections?
- 2). Brand and model of XRF analyzer you will be utilizing?
- 3). Number of HUD Lead Hazard Control Grant Projects the firm has been involved with?
- 4). References
- 5). Copies of Certifications/Licenses from the Iowa Department of Health

- Scoring Criteria

The East Central Intergovernmental Association (ECIA) will use competitive negotiation procedures for the procurement of lead inspection/risk assessment services whereby the ECIA will evaluate the competitors' qualifications, and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The ECIA will execute a contract with the successful inspector/consultant subject to fair and reasonable compensation.

All competitors will be evaluated according to the following criteria:

- Familiarity with HUD Lead Hazard Control and Healthy Homes, Federal and State Regulations (What projects has your firm completed that included working with HUD programs?)
- References (Submit references from current and previous clients of related work within the past five years. If possible, provide references from the Clinton or Maquoketa area.)
- Description of project timeline to complete a lead inspection/risk assessment inspection with required supporting documentation and ability to complete project on time and within budget (Provide a recent example of the firm's ability to complete the project within a tight time frame? Does the firm have the staff capacity currently to complete a project quickly? Include resumes of all staff who will be assigned to this project.)
- Past Experience with Similar Projects (Provide examples and descriptions of lead inspections/risk assessments for lead-hazard control related projects that have been completed in the area within the past ten years.)

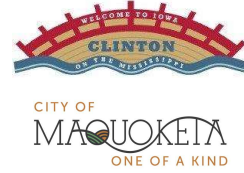


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- Provide a description of the firm's errors and omissions insurance coverage, including the coverage amounts or a copy of the firm's insurance policy statement.

The ECIA will evaluate and rank proposals according to the following criteria:

	<u>Maximum</u>
Qualifications necessary to complete project:	30 points
Previous work performance:	30 points
Capacity to complete scope of work:	20 points
Experience with the HUD lead hazard control program:	<u>20 points</u>
Total:	100 points

Selection for contract award will be made by the ECIA staff based upon written qualifications, evaluations and oral interviews (if requested by ECIA). Award will be made to the responsible inspector/consultant whose qualifications are most advantageous to the Program. The ECIA staff will review the responses and select a back-up inspector as soon as possible.

Direct questions or comments to: Nicole Turpin [(563) 690-5771] ECIA, 7600 Commerce Park, Dubuque, IA 52002.

Request for Proposals need to be submitted by 4:00 p.m. on Friday May 18, 2018 with outer enveloped marked "Sealed Bid". Proposals will be opened on Monday May 21st at 9:00 a.m.

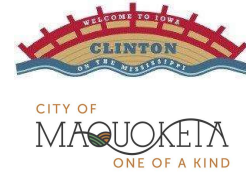


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Appendix

Fact Sheet on Revised Dust-Lead Action Levels for Risk Assessment and Clearance; Clearance of Porch Floors (Policy Guidance 2017-01 Rev 1)

HUD Office of Lead Hazard Control and Healthy Homes, February 17, 2017

Goal: Establish more protective requirements for dust-lead action levels for risk assessments and clearance, for Lead Hazard Control (LHC) grants (Lead-Based Paint Hazard Control grants and Lead Hazard Reduction Demonstration grants).

Effective date: April 1, 2017

Dust-lead action levels:

Surface	EPA Dust-Lead Hazard Standards (µg/sf)	OLHCHH Dust-Lead Action Levels for LHC grants (µg/sf)
Floors	≥ 40	≥ 10
Window Sills	≥ 250	≥ 100

Dust-lead clearance levels:

Surface	EPA Dust-Lead Hazard Standards (µg/sf)	OLHCHH Dust-Lead Clearance Levels for LHC grants (µg/sf)
Floors	< 40	≥ 10
Window Sills	< 250	< 100
Window Troughs	< 400	< 100
Porch Floors	N/A	< 40

Approaches to being able to report results at the new Action Levels: o Use a 1 sf floor sample area using one dust wipe: Laboratory already meets EPA National Lead Laboratory Accreditation Program (NLLAP) quality control requirements (e.g., Minimum Reporting Level < 5 µg/sf and Minimum Detection Level < half the MRL), or will by the effective date; or o Use a 2 sf floor sample area using one dust wipe, with lab currently meeting NLLAP requirements.

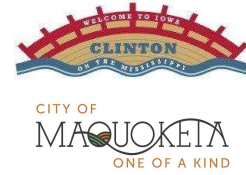
Success already looks likely: o Based on an OLHCHH survey of LHC grantees, most LHC grantees have shown they already meet the dust-lead clearance action levels. o The survey also found that many of



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their labs meet NLLAP requirements for using 2 sf floor samples; OLHCHH is confident many will be able to meet NLLAP requirements for using 1 sf floor samples, and that even more will be able to, over time.

HUD guideline links:

https://www.hud.gov/program_offices/healthy_homes/lbp/pg

https://www.hud.gov/program_offices/healthy_homes/lbp/hudguidelines