

REQUEST FOR QUALIFICATIONS (AMENDMENT)

Healthy Home: Atlanta
Healthy-Home Risk Assessment Services



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Commissioner

Department of Grants and Community Development

Amendment

Solicitation Name: Healthy-Home Risk Assessment Services

Summary of Changes: The response deadline has been extended from 9/04/2024 to 9/25/2024 at 3:30 PM. These changes are reflected in this amended version of the solicitation.

Effective Date: 9/04/2024

Request for Qualifications for Healthy Home Assessment Contractors

Issued by: City of Atlanta Department of Grants and Community Development
Healthy Homes Production Program

Issued Date: 8/20/2024

Question Deadline: 8/28/24, at 3:30 PM

Response Deadline: 9/25/24 at 3:30 PM

Introduction

The City of Atlanta, Department of Grants and Community Development (DGCD), is seeking Statements of Qualifications (SOQs) from firms interested in providing services under the Healthy Homes Production Program. This program, funded by the U.S. Department of Housing and Urban Development (HUD), aims to mitigate health and safety hazards in residential properties, particularly in low-income households. The program focuses on addressing issues such as lead-based paint, mold, radon, and other environmental health hazards in homes located within the city limits of Atlanta, with a priority on the Westside Promise Zone neighborhoods.

Scope of Work

This Request for Qualifications (RFQ) seeks to identify potential providers of Housing Inspector services. The Housing Inspector will be responsible for the onsite Healthy Homes Assessment to identify health and safety issues based on HUD's 29 hazards. The assessment includes Radon Testing and Lead Inspection Risk Assessment if the home is built prior to 1978. The Healthy Homes Assessment must use a HUD-approved inspection document and include pictures with a description of each hazard noted on the inspection form. Healthy Home Inspectors holding an active Healthy Home Evaluator (HHE) certification, or who are willing to obtain the certification, are preferred but not required. Assessment reports are required to be signed and submitted to DGCD.

This RFQ seeks qualifications including, but not limited to, the following home hazards:

- Radon: Homes will receive air and water-soluble testing for radiation/radon.
- Damp and Mold Growth: Each room will be tested for spore levels.
- Carbon Monoxide and Fuel Combustion Products: Homes will receive testing for carbon monoxide.

- Lead: Homes in the program will be assessed, and a bid specifications and cost estimate will be prepared for lead remediation, if appropriate. Homes built prior to 1978 may be assessed using the standard protocols in the Risk Assessor's Lead Manual. All lead samples will be processed in labs recognized by the EPA National Lead Laboratory Accreditation Program (NLLAP). With each potential housing hazard revealed and remediation recommended, the homeowner will be informed immediately.

Project Schedule

Healthy Homes assessments are expected to commence on or around 10/14/2024 and conclude on or around 2/28/2026. These dates are estimates and subject to change.

Submission Requirements

SOQs are to be emailed to HealthyHomes@AtlantaGa.Gov, no later than 3:30 PM on 9/25/24. Submissions received after this date and time will not be considered. Please limit submissions to no more than 20 pages in length. All SOQs should be in files attached and email titled "Healthy Homes Housing Inspector RFQ."

Content of Submissions

The submittal should include the following content:

1. Transmittal Letter:
 - Placed on the firm's letterhead and signed by an authorized representative.
 - Describe the SOQ's contents, provide a point of contact, and any other relevant information.
2. Background and Experience:
 - Describe the firm's history, ownership structure, and expertise.
 - Provide details of at least three similar projects, including the names of team members who worked on those projects and will be assigned to this program.
3. Personnel/Professional Qualifications:
 - Identify key staff members and their roles, including resumes and copies of relevant certifications and licenses.
 - Include evidence of HUD Healthy Homes Assessment training or eligibility to complete the training within 60 days of contract execution.
4. Workload Capacity:
 - Demonstrate the firm's capacity to complete the scope of work within an acceptable timeline.
5. Past Performance:
 - Provide references from at least three previous projects, including contact information.

Selection Criteria

DGCD reserves the right to accept or reject any or all SOQs. Evaluation of SOQs will utilize the following factors and a 100-point scale:

- Firm Experience and Expertise: 30%
- Staff Experience, Certifications, and Expertise: 20%
- Workload Capacity: 20%
- Past Performance: 30%

Selection Process

A selection subcommittee will review, score, and rank all SOQs received by the deadline. The top-scoring respondents will be shortlisted and invited to participate in an interview. Interviews will be conducted [on site at DGCD/via web conference] and the time allotted to each firm will not exceed [60 minutes] to include up to [30] minutes for proposer presentation and up to [30] minutes for committee questions]. Based on the interviews, the committee will finalize the scores and select the contractors for the program.

Compliance with Laws

The selected firm agrees to be bound by all applicable Federal, State, and Local laws, regulations, and directives as they pertain to the performance of the contract. No contract award may be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines on debarment and suspension at 2 CFR part 180.

Build America, Buy America

The Healthy Homes program is subject to the Build America, Buy America Act (BABA), part of the Infrastructure Investment and Jobs Act (IIJA; Public Law No. 117-58). Contractors under this program agree to comply with all applicable domestic preferences under BABA, to provide sufficient product purchase information to DGCD to verify compliance with BABA, and to provide to DGCD upon request a statement of certification signed by an authorized representative attesting to the contractor's compliance with BABA.

Equal Opportunity

DGCD, in accordance with 2 CFR §200.327, Appendix II of Part 200, and Executive Order 11246, seeks to ensure that all segments of the business community have access to supplying the goods and services needed by its programs. DGCD provides equal opportunity for all businesses and does not discriminate against any companies regardless of race, color, religion, age, sex, and national origin or disability.

Title VI Solicitation Notice

DGCD, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4), hereby notifies all respondents that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit responses to this solicitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Schedule

RFQ Issued: 8/20/24

Question Deadline: 8/28/24, at 3:30 PM

Response Deadline: 9/25/24 at 3:30 PM

Interviews: 9/30/24

Contract Negotiations: 10/7/24 to begin negotiations.

Questions

Inquiries may be submitted via email to HealthyHomes@AtlantaGa.Gov no later than 3:30 PM on 9/4/24.

Questions should be addressed in writing to the above email address; telephone calls will not be accepted. All questions and answers will be posted publicly at <https://www.atlantaga.gov/government/departments/grants-and-community-development/healthy-homes-atlanta> .

Contact Information

For any questions or further information, please contact at HealthyHomes@AtlantaGa.Gov.