



Request for Qualifications for a Contract Housing Quality Standard Inspector

The Aurora Housing Authority (AHA) invites statements of qualifications for Housing Quality Standard (HQS) Contract Inspection firms or individuals.

The purpose of the RFQ process is to establish a short list of 4-6 Contractors capable of successfully completing HQS Inspections. Contractors are invited to submit their qualifications to AHA for evaluation with the objective of being included on AHA's preferred inspector list from which a contractor may be selected to complete initial, biennial, special and quality control inspections.

Qualifications:

The inspectors must have completed HQS certification or be in the process of completing the certification, possess a thorough knowledge of current HUD federal statutes, regulations, and requirements, notices, handbooks and guides related to all aspects of HQS and should be familiar with the following only to serve as a general background for housing inspectors.

- Must be able to identify unit structure (multi-family / single family)
- Building exterior
- Interior surfaces
- Site inspection procedures
- Local housing codes
- Local building codes
- Local electrical codes
- Local fire prevention codes
- Local plumbing and heating codes
- General health and safety

Note: HUD Housing Quality Standards are not meant to be the same as local codes. Inspector must be careful not to apply an overly stringent requirement that may be designed primarily for new construction.

Must maintain effective working relationships with staff, representatives of local government, program participants, community-based organizations and the public. Be able to work independently with minimal supervision.

Possession of a valid Colorado Driver's License and an acceptable driving record is required.

Insurance Requirements

- a) Professional liability insurance for Services in the minimum amount of two hundred and fifty thousand dollars (\$250,000.00) to cover any negligent acts committed by Consultant or Consultant's employees or agents, and naming AHA as an additional insured.
- b) Automobile collision and liability insurance to insure Consultant while driving any motor vehicle with respect to performing Services for AHA.
- c) Comprehensive general liability insurance in the minimum amount of one million dollars (\$1,000,000.00) to cover operations and contractual liability consistent with standard industry practices.
- d) Standard workers' compensation insurance, as (and if) required by law, or applicable waiver in state where Service is performed.

Qualifications should include the following:

1. The number of inspectors available for daily scheduled inspections.
2. The number of inspectors available for as needed/on call.
3. How much notice is necessary for as needed/on-call to report to the Authority.
4. Inspection Cost

Please send qualifications and inquiries to:

Tania Morris by fax (303)597-0879, email tmorris@aurorahousing.org or by mail at: 2280 S Xanadu Way, Aurora, CO 80014.