

8 June 2021

Dear ____:

The State of New Jersey Department of Community Affairs (“DCA”) Division of Disaster Recovery and Mitigation (“DRM”) is currently soliciting quotations with the intent to select a Lead Clearance Examination firm (“Firm”) to conduct a limited number of lead clearance examinations of properties that were determined to have lead remediation needs and that have been rehabilitated using federal funds made available in response to Hurricane Sandy.

BACKGROUND:

Federal Community Development Block Grant – Disaster Recovery (“CDBG-DR”) funds are being used to repair storm-damaged properties that are assisted through the State of New Jersey’s housing recovery programs including the Landlord Rental Repair Program (“LRRP”), the Rehabilitation, Repair, Elevation, and Mitigation (“RREM”), and the Low-to-Moderate Income (“LMI”) Homeowners Rebuilding Program. Because of the source of funds, the Federal requirements concerning lead remediation are applicable.

SERVICES TO BE PROVIDED:

The Firm shall complete up to 35 lead clearance examinations and reports for properties submitted under the LRRP or RREM/LMI Programs. A lead risk assessment performed at each of the aforementioned properties identified a lead hazard which was subsequently abated by a certified Lead Abatement Contractor.

Additional properties may be submitted under the LRRP, RREM, or LMI programs that require a lead clearance exam and report. If additional properties require a lead clearance exam and report, DCA at its sole discretion, shall assign such properties to the Firm under the terms awarded under this solicitation.

Additional information about the individual properties, including the name of owner, property address, contact information, and a copy of the lead paint assessment report originally completed for the property will be forwarded to the Firm by designated DCA personnel, after a Firm has been selected as a result of this solicitation. The format of the report shall adhere to the requirements specified below.

CURRENT REGULATIONS:

The Firm shall perform the lead examination and complete reports in accordance with federal regulations related to rehabilitation work conducted in pre-1978 residential properties set forth in the HUD Lead Safe Housing Rule (24 CFR Part 35) and the New Jersey Administrative Code Title 5 – Chapter 17 Lead Hazard Evaluation and Abatement Code (N.J.A.C. 5:17). Only a firm certified by the State of New Jersey as a certified Lead Evaluation Contractor under N.J.A.C. 5:17-2.1 shall perform the clearance examination, using Lead Inspectors/Risk Assessors certified by the New Jersey Department of Health pursuant to N.J.S.A 26:2Q-3.

CLEARANCE EXAMINATION REQUIREMENTS:

In order to meet the Federal and State of New Jersey regulations pertaining to lead-based paint, along with the RREM, LMI, and LRRP program requirements, the Firm shall perform all clearance examinations to evidence that a unit is either lead-safe or lead free **and must encompass the “whole unit.”**

The examination shall adhere to the requirements set forth in Chapter 15 of the HUD Guidelines for the Evaluation and Control of Lead-based Paint Hazards in Housing (2012 Edition).

When performing the lead examinations, the Firm shall ensure the collection and analysis of dust samples from the interior and common area clearance examination for properties submitted under the RREM, LMI, or the LRRP. Lead in settled house dust is the most common source of childhood lead exposure. A visual examination alone is not adequate for determining if the interior of a residence is safe for occupancy. Consequently, the Firm shall adhere to HUD requirements concerning clearance dust sampling to determine if the **“whole unit”** has been cleared adequately to meet the EPA dust clearance standard(s).

The clearance examination report shall include the following five main elements:

1. Results of a visual assessment of: (a) interior clearance of all rooms and common areas to identify any deteriorated paint that may be lead-based and visible dust and debris (b) exterior areas to identify any deteriorated paint that may be lead-based and paint chips or other debris; and (c) common areas, such as enclosed entrances or hallways that serve an assisted unit.
2. Results of a visual assessment to determine whether bare soil has been covered using either sod, seed, mulch, stone or concrete;
3. EPA certified laboratory test results of the dust wipe samples.
4. Preparation and signing of the clearance report.

The Firm shall transmit a report in a form consistent with the requirements outlined in the above form, and electronically, to DRM no later than seven (7) days after receiving an assignment to complete a lead clearance examination for a property.

FOR MORE INFORMATION

HUD WEBSITE

http://portal.hud.gov/hudportal/HUD?src=/program_offices/healthy_homes

Sample Report:

<https://portalapps.hud.gov/CORVID/HUDBLPAdvisor/info/documents/22%20-%20Clearance%20Report%20-%20Sample%20Document.pdf>

EPA WEB SITE

<http://www2.epa.gov/lead>

SUBMITTING A QUOTE:

If your firm is interested in submitting a quotation for this engagement, please provide a budget which specifies a flat rate per lead evaluation and clearance report meeting the above referenced requirements.

Describe your firm's ability and prior history in performing lead clearance examinations and completing reports on-time, and in compliance with contractual obligations by Wednesday, 30 June 2021.

Responses by firms will be evaluated based on the proposed cost of the services, confirmation that a firm is licensed to provide the applicable service in the state of New Jersey, as well as demonstrated capacity to perform up to thirty-five lead clearance examinations in a timely manner. At DCA's sole discretion, one may be selected to perform the services described in this solicitation.

The State of New Jersey Mandated Information Sheet and Certification for Delegated Purchasing Authority Transactions contains additional terms and conditions that also govern this agreement. Any firm submitting a quote in response to this RFQ must complete and submit all forms and certifications listed in the section of the same name, below.

Proposals are to be submitted via email to: Vincent.rospond@dca.nj.gov

Please submit all questions related to this RFQ in writing to Vincent.rospond@dca.nj.gov.

Questions are due no later than 16 June 2021.

Sincerely,

Vincent Rospond, Program Specialist
NJ Department of Community Affairs

The State of New Jersey Mandated Information Sheet and Certification for Delegated Purchasing Authority ("DPA") Transactions:

Bidders must complete all DPA forms provided via the link below and submit them with their Quotes.

<https://www.nj.gov/treasury/purchase/forms/Waiver%20and%20DPA%20Contract%20Checklist.pdf>

1. State of New Jersey Standard Terms and Conditions
2. Ownership Disclosure Form
3. Disclosure of Investigations and Actions Involving Bidder Form
4. Disclosure of Investment Activities in Iran Form
5. Source Disclosure Certification Form
6. MacBride Principles Certification Form
7. Proof of Business Registration
8. Certificate of Insurance / Acord
9. Vendor Certification and Political Contribution Disclosure Form
10. Two-year Chapter 51/Executive Order 117 Vendor Certification and Disclosure of Political Contribution Form
11. Affirmative Action Supplement Form (one of the 3 listed options)