

PROGRAM SPONSORS:

Madison County Community Development (MCCD) is administering a grant of approximately \$3,200,000 from the U.S. Department of Housing and Urban Development (HUD) to make homes of low-income persons lead safe. Approximately 200 homes will be worked on during 1999-2002 in Madison County.

PROJECT DESCRIPTION:

Madison County Community Development will hire contractors in the Madison County Lead Hazard Control Program that are licensed by the Illinois Department of Public Health to perform Lead Based Paint Inspections/Risk Assessments. Contractors shall conduct Lead Based Paint Inspections/Risk Assessments using standards described in the U.S. Department of Housing and Urban Development and the Illinois Department of Public Health rules and regulations. For this program MCCD envisions using a combination Lead Based Paint Inspection/Risk Assessment to identify lead-based hazards so they can be addressed in a comprehensive manner by employing the best mix of interim control and abatement strategies.

This type of inspection entails collecting information about the property from the occupant of the selected property, performing both a visual assessment of the dwelling and collecting environmental samples. The environmental samples (including deteriorated paint chips, surface dust, and soil) will then be sent to an accredited laboratory for analysis. All surfaces with deteriorating paint shall be tested with an XRF lead based paint analyzer.

When the laboratory results are received, the Contractor will review all data, including visual assessment results, environmental sampling results, and XRF test results and complete the MCCD Dwelling Floor Plan, Inspector's Notes and Comments, Room Information for each room, and, Soil Sampling Diagram forms, and draft a written report to MCCD and the dwelling's Owner/Occupant identifying lead-based paint hazards.

A more comprehensive inspection is required for dwellings in which a child with elevated blood lead levels resides.

Contractor will perform clearance tests to determine if the dwelling is lead-safe. A written report will be sent to the Owner/Occupant and MCCD confirming that the dwelling is lead-safe.

STATEMENT OF CONTRACTOR'S QUALIFICATIONS:

Each contractor shall, upon request of MCCD, submit on the form furnished for the purpose (a copy of which is included in the contract documents) a statement of the Contractor's qualifications, their experience in Lead Hazard Reduction work, a copy of their license from the Illinois Department of Public Health, their Company's organization and equipment available for the work contemplated in this program, and, when specifically requested by MCCD a detailed financial statement. MCCD reserves the right as it deems necessary to determine the ability of the Contractor to perform the obligations required under the Contract, and the Contractor shall furnish MCCD all such information for this purpose as it may request. The right is reserved to reject any application where an investigation of the available evidence or information does not satisfy MCCD that the Contractor is qualified to carry out properly the terms of the Contract.. The Contractor is encouraged to provide additional information on references, prior experience and other information that may enable MCCD to more fully understand the capability of the Contractor. Please provide additional sheets, if necessary.

SUBCONTRACTS:

No subcontracting will be allowed by MCCD in the Madison County Lead Hazard Control Program.

COMPLETION SCHEDULE:

Because of program completion requirements, strict adherence to project completion dates will be required of the Contractor.. The date to begin work shall be set by MCCD in a written Notice to Proceed. Contractors will receive 5 days advance notice to begin work and a period of 5 days to complete the Lead Based Paint Inspection/Risk Assessment and send an inspection report to the Owner/Occupant and MCCD.

Contractors will receive 24 hours advance notice to perform a clearance inspection and 24 hours to notify MCCD by fax if the lead hazard reduction work passed clearance guidelines. A written report to the Owner/Occupant shall follow this fax notification.

With respect to all work performed under this Contract, the Contractor shall:

- a) Comply with the safety standards provisions of applicable laws, building and construction codes, the "Manual of Accident Prevention in Construction" published by the Association of General Contractors of America, the requirements of the Occupational Safety and Health Act of 1970 (Public Law 91-596), and the requirements of Title 29 of the Code of Federal Regulations, Section 1518 as published in the Federal Register, Volume 36, No. 75, Saturday, April 17, 1971.
- b) Exercise every precaution at all times for the prevention of accidents and the protection of persons (including employees) and property.
- c) Maintain at their office or other well-known place at the job site all articles necessary for giving first aid to the injured and shall make standing arrangements for the immediate removal to a hospital or a doctor's care of persons (including employees) who may be injured on the job sites. In no case shall employees be permitted to work at a job site before the employer has made a standing arrangement for removal of injured persons to a hospital or a doctor's care.

SPECIFICATIONS:

All contractual work must be completed according to the Rules and Regulations of the U.S. Department of Housing and Urban Development and the Illinois Department of Public Health. Copies will be distributed to all contractors selected to participate in the Program

EXECUTION OF AGREEMENT:

A one thousand dollar (\$1,000.00) deposit will be required in order to insure that work will be performed and completed according to all labor and material specifications and that no liens or demands will be filed for payment against any homeowner by reason of the labor, materials, and/or equipment furnished by the Contractor.

- a) Subsequent to award of Contract, the successful participating Contractor(s) must execute and deliver to MCCD a one thousand (\$1,000.00) deposit by (date) .

- b) Having satisfied all conditions of award as set forth in these documents, the successful participating Contractor(s) shall, within the period specified in paragraph "a" above, deposit with MCCD one thousand dollars (\$1,000.00) as security for the faithful performance of the Contract and for the payment of all persons, firms or corporations to whom the Contractor may legally be indebted for labor, materials, tools, equipment or services of any nature including utility and transportation services employed or used by them in performing the work. The one thousand dollars (\$1,000.00) will be held for a period of 1 year after the last job is performed in a given year.
- c) The failure of the successful participating Contractor(s) to execute such agreement and to supply the required deposit by (date) shall constitute a default, and MCCD may award the Contract to the next in line responsible and approved Contractor.

CONTRACTOR(S) EVALUATION AND SELECTION PROCESS:

The following information enclosed in the Contractor's package must be received in MCCD's office no later than 4:00 p.m. (date).

1. Letter of Intent stating the Contractor is interested in working in the Madison County Lead Hazard Control Program.
2. Statement of Contractor's Qualifications.
3. Copy of license from the Illinois Department of Public Health
4. Certificate or Written Statement of Required Insurance.
5. Authorization for Release of Information.
6. Statement of Lead Hazard Control Work experience.
7. Signed certification regarding debarment suspension form.
8. Assurance by the contractor that "Material Safety Data Sheets" will be provided to his/hers employees working with lead removal products.
9. Hold Harmless and Indemnification Agreement
10. Base cost estimate to perform Lead Based Paint Inspection/Risk Assessment

Upon submission of these forms, MCCD will review them for completeness and conduct inquiries, as deemed necessary, to evaluate contractor's ability to successfully perform under the terms as specified in this solicitation.

MCCD will evaluate the above information and notify each contractor as to whether or not the contractor has been approved for participation in the program. MCCD reserves the right to consider past experience by the Contractor if it is determined to be in the best interest of MCCD.

Upon completion of the initial Lead Based Paint inspection/Risk Assessment and submission of completed forms and a written Lead Hazard Report to MCCD the Contractor shall forward their invoice for payment. All invoices shall be made for one (1) unit only. Indicate the specific job number and address for which payment is requested and that this was the initial inspection.

The same procedures shall be followed after the dwelling passes clearance. Any additional testing that must be done if the dwelling fails clearance will be paid for by the Lead Contractor.