

HOME INSPECTION SERVICES

The City of Mobile is soliciting the professional services of qualified home inspectors to inspect homes to be purchased with funds from the Down Payment Assistance Program. This program is funded through the U.S. Department of Housing and Urban Development (HUD) to assist low to moderate income families with purchasing a home within the City of Mobile by providing funds for down payment and eligible closing costs.

Scope of Service: Homes are to be inspected for compliance ASHI local codes and at a minimum perform visual assessments for defective paint according to the Lead Safe Housing Regulations. The service required will include initial inspection and as needed follow up inspections to verify that the repairs or recommendations have been completed on homes participating in these programs. The contract will be awarded ***only*** to the individual or business that has an active and current membership with ASHI and/or NAHI.

All interested parties must include the following information in their proposals:

- City Business License
- Certificate of Insurance
- Proof of ASHI or NAHI Membership
- Proof of enrollment and Participation in E-Verify
- A brief resume or statement of qualifications
- Recent home Inspection Report
- Proposed per house fees for services, a description of the services to be delivered for that fee and a schedule of other related charges.

All proposals will be evaluated in accordance with the evaluation criteria shown above. Contracts will be negotiated with the successful applicant for a term not to exceed two years.

The City of Mobile reserves the right to reject any and all proposals and to waive any irregularities or informalities in the proposal process. The City of Mobile is an equal opportunity employer.

Proposals shall be submitted in a properly sealed envelope, contain an original signature of an officer of the firm (**fax and email copies are not accepted**) and marked on the outside of the envelope, "**Proposals for Home Inspection Services, HOME Program**". These proposals may be mailed or hand delivered to the **City of Mobile, 205 Government Street, South Tower, Fifth Floor, Suite 509, Mobile, AL 36602**. Proposals must be received no later than 4 pm, April 25th, 2013.

For further information please contact Beverly Reed at (251)208-7631 or via email at Beverly.Reed@CityofMobile.org.