

CITY OF BRUNSWICK

SEPTEMBER



REQUEST FOR QUOTATION

FOR

PROPERTY INSPECTIONS

INVITATION TO PROPOSERS:

The City of Brunswick's CDBG-Disaster Recovery Homeowner Rehabilitation and Reconstruction Program (HRRP) is requesting quotes for property inspections. The inspections shall assess damages to single family homes in the 31520-zip code that have unrepaired damage due to Hurricane Irma in 2017. The goal of the damage assessment process is to evaluate both the repairs already made to a damaged home by an applicant, and the remaining repairs necessary to bring the home back to a livable condition. The primary importance of the damage assessment is to capture the Program-approved repairs for a line-item estimate. The Property Inspector must provide photographic and/or inspector-noted justification for the reimbursement, or repair of each line item (e.g., when photographic justification is not available, inspector notes may be used for justification).

Damage assessments must include the following:

- Verification that there is evidence that the applicant's home was damaged by Hurricane Irma.
- General site inspection of the work required to meet state and local codes and requirements for the HRRP.
- Use of a property inspection form designed to capture the work necessary to meet the property standards in the [State of Georgia locally adopted International Existing Building Code](#).
- Using the property standards as a baseline to determine if a housing unit is decent, safe, and sanitary.
- Determine the scope of the rehabilitation necessary to address the physical deficiencies of the property.
- The property inspection form must also indicate unrepaired storm damage and must include the information in [HUD inspection form 52580/52580A](#).

The program will offer standard, basic amenities to make a home decent, safe, and sanitary and all improvements will be assessed for compliance with Housing Quality Standards (HQS) using HUD form 52580, and local building codes.

Standard appliances that are not functioning at the time of inspection such as refrigerators, stoves and/or ovens may be replaced.

During the inspection, the homeowner will be asked to sign a release form to allow the inspector to take pictures of the property. The inspector should take exterior and interior pictures of the property, as it may be needed for historic preservation review. Before and after pictures are also often helpful to both the Subrecipient and DCA in reviewing requests for reconstruction. The Subrecipient and DCA also need permission to use before and after pictures of the property for use in program outreach, publicity, and training. An optional release form allowing pictures to be used for this purpose will be presented to the homeowner, with an explanation of potential use.

Inspectors are required to practice safety precautions, including masking and safe distancing, during inspections and to wear appropriate PPE, including safety vests and hard hats.

Please provide quotes for property inspections only and, if available, for property inspections resulting in cost estimates using industry standard software such as Xactimate. The City of Brunswick anticipates needing damage assessments for up to 42 or more homes. Submitting a quote does not guarantee that you will be hired to conduct these inspections.

For more information please contact:

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CDBG-DR Manager

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By: 9/17/2021 @ 12PM