



INVITATION

RFP NSPIRE INSPECTION SERVICES JOB NO.: 260604

The **Housing Authority of the City of Charleston (CHA)** is soliciting proposal statements from firms to provide NSPIRE Inspection Services for Various CHA Locations.

The RFP package may be obtained from the A&E Digital Plan Room at <https://www.aeplanroom.com>. Questions regarding this solicitation may be directed to **Priscilla M. Waring, Procurement and Contracts Director (Contracting Officer)**, at pwaring@chacity.org or (843) 727-3152.

Submission Deadline: All proposals must be submitted and received in the designated Agency office no later than the submittal deadline stated herein Proposal Submissions must be received no later than **2:00 p.m. EST on June 16, 2024**. Late submissions and modifications to previously submitted packages will not be accepted.

Proposal Evaluation points will be based on the following factors: Relevant Experience and Qualifications 25; Understanding of NSPIRE Requirements 25; Proposed Methodology and Approach 20; Cost Proposal 20; quality, organization, and professional appearance of proposal submitted 5; Section 3 Business and/or Section 3 business plan 5. Total possible points 100.

This is a federally assisted project. The selected firm(s) will be required to comply with all applicable federal requirements, including submitting all required federal and CHA forms and not discriminating against employment practices. Section 3 businesses, Minority-owned, Women-owned, and Veteran-owned enterprises are strongly encouraged to respond. CHA reserves the right to negotiate contract terms, including fee schedules; retain and use any ideas from submitted proposals; waive informalities; reject any or all submissions; and cancel this solicitation at its discretion.

Nathan F. Simms, Jr.
President & Chief Executive Officer