



SALT LAKE COUNTY OFFICE of REGIONAL DEVELOPMENT

Housing and Community Development

Housing Rehabilitation, Lead Hazard Reduction, and Healthy Homes Contractor Pool REQUEST FOR APPLICATIONS

Date of Issue: June 12, 2026

TABLE OF CONTENTS

Part 1: Overview and Instructions

- 1.1 Purpose of the Request for Applications
- 1.2 Deadline for Application Submission
- 1.3 Projected Schedule for the RFA Process
- 1.4 Pre-Application Conference
- 1.5 Question Submission
- 1.6 RFA Reopening and Pool Updates

Part 2: Scope of Work and Requirements

- 2.1 Background
- 2.2 Contractor Pool Categories
- 2.3 Scope of Work and Tasks to be Completed
- 2.4 Minimum Contractor Requirements
- 2.5 Category-Specific Qualification Requirements
- 2.6 Selection for Individual Projects
- 2.7 Length of Agreement
- 2.8 Insurance Requirements
- 2.9 Application Format and Submission Requirements

Part 3: Application, Response Evaluation, and Notice to Applicants

- 3.1 Application Narrative
- 3.2 Application Evaluation and Contractor Pool Admission
- 3.3 Selection for Individual Projects
- 3.4 Written Agreement Required
- 3.5 Notice to Applicants

Attachment A: Contractor Pool Category Checklist

Part 1: Overview and Instructions

1.1 Purpose of the Request for Applications

Salt Lake County ("County"), on behalf of the Office of Regional Development and the Division of Housing and Community Development ("HCD"), is inviting applications from qualified contractors, firms, consultants, inspectors, assessors, and related service providers ("Applicant(s)" or, after award, "Contractor(s)") to establish a pool of qualified providers to support housing rehabilitation, lead hazard reduction, Healthy Homes Supplemental, Healthy Homes Production, and related housing health and safety activities for eligible housing units located in Salt Lake County.

The purpose of this RFA is to establish a qualified Contractor Pool that will be used by HCD across multiple housing rehabilitation programs and funding sources. This RFA does not award any specific project by itself. Contractors accepted into the pool may later be invited to submit bids on specific HCD-approved projects. Admission to the Contractor Pool does not guarantee assignment of work, funding, project volume, payment, or award of any specific project.

This RFA is intended to establish the Contractor Pool first, and then describe how Contractors in the pool may be selected for individual projects later:

Stage 1 - Qualification for the Contractor Pool. Applicants apply to be included in one or more Contractor Pool categories. County reviews each application based on minimum requirements, category-specific qualifications, experience, capacity, staff expertise, licenses/certifications, insurance, and program readiness. Applicants who meet the requirements will be accepted into the Contractor Pool for one or more approved categories.

Stage 2 - Selection for Individual Projects. Being accepted into the Contractor Pool does not guarantee work. After Contractors are accepted into the pool, HCD may invite qualified pool Contractors to bid on specific projects. Contractors will be selected for individual projects based on the needs of that project, including the approved category, relevant experience, approach, timeline, availability, capacity, and price.

1.2 Deadline for Application Submission

All applications must be submitted electronically [Submit Application \(slco.to/Contractor-RFA\)](https://slco.to/Contractor-RFA) **before 3:00 PM MST on July 2, 2026, 2026**. No applications will be accepted after the closing date and time unless HCD reopens this RFA or issues a written amendment.

1.3 Projected Schedule for the RFA Process

County reserves the right to modify the following schedule at its discretion:

Activity	Date
RFA Issued	June 12, 2026
Pre-Application Conference	June 17, 2026 9 AM
Final Day to Submit Questions	June 30, 2026
Application Due Date	July 2, 2026
Committee Review	July 6, 2026
Anticipated Notice of Pool Admission	July 8, 2026
Anticipated Pool Agreement Execution	July 23, 2026

1.4 Pre-Application Conference

Interested Applicants are invited to attend a pre-application conference to discuss the RFA, Contractor Pool categories, application requirements, required documentation, and project-level RFQ process. The conference will be held on June 17, 2026, at 9:00 AM virtually [Join Pre-Application Conference \(slco.to/RFA-PreAPP\)](https://slco.to/RFA-PreAPP) .

The pre-application conference is for informational purposes only and is not binding. If this RFA needs to be modified or clarified, County will issue a written amendment through the designated procurement/submission system.

1.5 Question Submission

Questions may be submitted until June 30, 2026, through [Submit Questions \(slco.to/ContractorRFA-Qs\)](https://slco.to/ContractorRFA-Qs). Answers to questions will be posted to HCD’s website for all potential Applicants to view. Do not contact County officers, employees, or selection committee members regarding this RFA except through the designated contact or submission process.

1.6 RFA Reopening and Pool Updates

County may reopen this RFA periodically to receive new applications, add qualified Contractors, or update Contractor Pool categories based on program needs. County may also request updated licenses, insurance, certifications, performance information, or program eligibility documentation from Contractors already admitted to the pool.

Part 2: Scope of Work and Requirements

2.1 Background

HCD administers housing rehabilitation, lead hazard reduction, Healthy Homes Supplemental, Healthy Homes Production, and related housing repair activities intended to improve the health, safety, and habitability for Salt Lake County residents and extend the life of their housing units in Salt Lake County. These activities may be funded through federal, state, or other sources and may include program-specific regulatory requirements.

HCD seeks to maintain a pool of qualified Contractors with the ability to perform assessments, testing, clearance reporting, lead hazard control interventions, and Healthy Homes repairs in residential settings. Work may involve coordination with homeowners, tenants, landlords, HCD project managers, and other County-designated representatives.

2.2 Contractor Pool Categories

Applicants must apply under one or more of the categories listed below. County may approve an Applicant for one category, multiple categories, limited work types within a category, or no category, based on the application, required documentation, references, experience, capacity, and required certifications.

Category	Purpose	Examples of Work
Category 1 - Risk Assessment and Clearance Reports	Contractors that test, assess, inspect, and report on hazards before, during, or after project work.	Lead-based paint inspections, risk assessments, lead dust clearance testing/reports, paint chip/dust/soil sampling, XRF testing, radon testing, indoor air quality or other environmental testing when authorized, assessment reports, and closeout reports.
Category 2 - EPA Lead Certified for Control Interventions	Contractors that complete lead hazard control, paint stabilization, interim controls, abatement, and related rehab work, requiring lead-safe or lead-certified practices.	Lead hazard control interventions, paint stabilization, abatement, component replacement, containment, cleanup, failed-clearance corrective work, coordination with certified clearance providers, lead-safe renovation/repair/painting.

Category	Purpose	Examples of Work
Category 3 - Healthy Homes	Contractors that complete non-lead housing health and safety repairs, including Healthy Homes Production work and non-lead Healthy Homes Supplemental work.	Critical health and safety repairs, including ventilation, radon, trip/fall hazards, plumbing, electrical, HVAC, roofing, accessibility, and other Healthy Homes interventions

Important category distinction: Category 2 Contractors may complete lead control interventions, but clearance testing for lead projects must be completed by appropriately certified and independent personnel when required by law, regulation, funding source, or County procedure. A Contractor that wants to provide both intervention work and testing/clearance services must separately qualify under each applicable category, and County will restrict a Contractor from clearing its own work to avoid conflicts of interest.

2.3 Scope of Work and Tasks to be Completed

Contractors admitted to the pool may be asked to bid on work within their approved category or categories. Examples include, but are not limited to:

- Assessment, inspection, sampling, testing, risk assessment, clearance testing, and reporting for lead and other housing-related hazards.
- Paint stabilization, lead hazard control, lead abatement, component replacement, containment, cleanup, and corrective work required to obtain clearance.
- Healthy Homes repairs and interventions addressing moisture, ventilation, radon, injury hazards, accessibility, plumbing, electrical, HVAC, roofing, drainage, structural, or other health and safety issues.
- Window repair or replacement, door repair or replacement, trim, siding, enclosure work, interior/exterior carpentry, framing, drywall, plaster, painting, flooring, concrete, masonry, excavation, grading, and related trades.
- Project documentation, itemized cost breakdowns, assessment reports, closeout reports, warranties, photographs, clearance documentation, and other items required by County.

For each project, County will provide or approve a scope of work. The scope may be informed by lead inspections, risk assessments, healthy homes assessments, housing inspections, project manager review, and homeowner or tenant coordination needs. Contractors shall not begin work until the applicable written agreement, project authorization, notice to proceed, and other County-required documentation is fully executed.

2.4 Minimum Contractor Requirements

Applicants must meet all general requirements applicable to the categories and work types for which they seek approval. General requirements may include, but are not limited to:

- Current registration with the Utah State Division of Corporations and Commercial Code, as applicable.
- Current Unique Entity Identifier (UEI) obtained through SAM.gov.
- Current Utah contractor license(s), professional license(s), certification(s), or registration(s) appropriate for the work proposed.
- EPA, State of Utah, lead-based paint, abatement, renovation, repair, painting, risk assessment, inspection, radon, asbestos, environmental or trade certifications required for the category and work type selected.
- Use of properly certified supervisors, workers, inspectors, assessors, subcontractors, firms, and laboratories when required by law, regulation, funding source, or County procedure.
- Compliance with applicable HUD, EPA, OSHA, RCRA, federal, state, and local requirements.
- Current insurance meeting County requirements, including workers compensation, commercial general liability, automobile liability, pollution liability when required, professional liability when required, and any additional project-specific coverage.
- Ability to provide payment and performance bonds, builder's risk coverage, or other project-specific coverage when required by County or the funding source.

- Demonstrated experience performing similar residential assessment, testing, rehabilitation, repair, construction, lead hazard control, or healthy homes work.
- Capacity to respond to bid invitations, attend site visits, submit complete project bids, complete work within agreed schedules, and provide timely closeout documentation.

2.5 Category-Specific Qualification Requirements

Applicants must provide documentation for each category for which they seek approval.

Category 1 - Risk Assessment and Clearance Reports

This category is for Applicants seeking to perform risk assessment, clearance testing, clearance reporting, and related professional or technical services. Applicants must demonstrate qualifications applicable to each type of testing or assessment they propose to perform.

Qualification Area	Minimum / Required Documentation	Notes
Lead-based paint firm and individual certification	Proof of current Utah/EPA lead-based paint firm certification, as applicable; proof of current individual certification for each person performing lead inspection, risk assessment, dust sampling, clearance testing, or related lead-based paint activities.	Lead inspections and risk assessments must be performed by properly certified personnel. Lead dust clearance testing must be performed by appropriately certified personnel and in accordance with applicable HUD/EPA/State requirements.
Risk Assessor / Inspector / Sampling credentials	Copies of current Risk Assessor, Lead-Based Paint Inspector, Dust Sampling Technician, or other applicable certifications for the services proposed.	Applicants should identify which personnel will perform each activity and which activities will be subcontracted.
XRF, paint chip, dust, and soil sampling	Documentation of XRF training/authorization where applicable; procedures for paint chip, dust wipe, and soil sampling; confirmation that lead samples will be submitted to an EPA-recognized NLLAP laboratory.	Applicants should describe equipment, calibration/quality control procedures, chain of custody, and report turnaround time.
Radon measurement and reporting	Proof of current NRPP or NRSB credential for radon measurement professionals, or other credential accepted by County and the applicable funding source.	Radon testing must follow current applicable standards and funding-source requirements. Utah DEQ recommends nationally certified radon professionals.
Other environmental or airborne hazard testing	Applicable professional credentials, licenses, training certificates, laboratory accreditations, and sample handling procedures for the type of testing proposed.	May include asbestos, mold-supporting conditions, allergens, carbon monoxide, indoor air quality, or other hazards when authorized by County. Asbestos inspection/sampling must be performed by appropriately certified personnel.
Professional liability and independence	Proof of professional liability insurance when required; disclosure of any conflict of interest or relationship with contractors performing intervention work.	County may require independence between the Contractor performing work and the Contractor performing clearance testing or final reporting.

Qualification Area	Minimum / Required Documentation	Notes
Reporting and documentation	Sample report templates or description of reporting approach; ability to provide risk assessment reports, clearance reports, closeout reports, lab results, photographs, recommendations, and owner/occupant notices when required.	Reports must be complete, timely, and suitable for program files, homeowner/property owner communication, and funding-source compliance.

Category 2 - EPA Lead Certified for Control Interventions

This category is for Applicants seeking to perform lead hazard control interventions, paint stabilization, interim controls, abatement, lead-safe renovation, component replacement, cleanup, containment, and corrective work related to lead-based paint hazards. Applicants must demonstrate the ability to comply with all applicable HUD, EPA, State of Utah, OSHA, RCRA, and County requirements.

Qualification Area	Minimum / Required Documentation	Notes
Lead-based paint firm certification	Proof of current Utah/EPA lead-based paint firm certification for the type of lead work proposed.	The firm must remain certified throughout the agreement term and during any project work.
Certified Lead Abatement Supervisor	Proof that the Applicant has access to at least one certified Lead Abatement Supervisor who will be assigned to applicable lead abatement or lead hazard control projects.	The supervisor must be available and on site as required by applicable work practice standards and project requirements.
Certified Lead Abatement Workers	Proof of current certifications for workers performing abatement or other regulated lead-based paint activities.	Workers must be properly trained, certified, and supervised for the assigned tasks.
EPA RRP / Certified Renovator	Proof of EPA/Utah Renovation, Repair, and Painting firm certification and Certified Renovator documentation when the Applicant will disturb painted surfaces in pre-1978 housing or child-occupied facilities.	RRP requirements may apply even when the project is not classified as abatement.
Utah contractor/trade license	Current Utah contractor license(s) appropriate to the work proposed, such as general building, remodeling, electrical, plumbing, mechanical, roofing, or specialty trade licenses.	Applicants must identify work to be self-performed and work to be subcontracted.
OSHA / RCRA / safety compliance	Written description of lead worker protection, OSHA Lead in Construction compliance, respiratory protection if applicable, hazard communication, waste handling, and RCRA-related procedures.	Applicants must comply with OSHA, environmental, and hazardous material requirements applicable to the project scope.

Qualification Area	Minimum / Required Documentation	Notes
Occupant protection and work practices	Description of occupant protection planning, containment, relocation coordination if applicable, daily cleanup, final cleanup, documentation, and communication with homeowners/tenants.	Project work may occur in occupied or recently occupied homes and must protect occupants, workers, and property.
Clearance coordination and failed-clearance response	Description of how the Applicant coordinates with independent clearance providers and responds to failed clearance, including re-cleaning, repair, retesting coordination, and cost responsibility when required.	A Category 2 Contractor may not perform clearance testing on its own work unless separately approved under Category 1 and allowed by County and applicable requirements.
Insurance and bonding readiness	Proof of workers compensation, commercial general liability, automobile liability, pollution liability, and any required bonding or builder's risk coverage.	Pollution liability is expected for lead hazard control or abatement work unless County determines otherwise.

Category 3 - Healthy Homes

This category is for Applicants seeking to perform non-lead housing health and safety repairs and interventions under Healthy Homes Production, Healthy Homes Supplemental, locally funded rehabilitation, or other authorized HCD programs. Healthy Homes Supplemental work funded alongside Lead Hazard Reduction grants may address non-lead hazards; for those non-lead activities, the qualifications are the same as or similar to Healthy Homes Production qualifications, unless the project scope triggers additional lead, asbestos, radon, or other regulated work requirements.

Qualification Area	Minimum / Required Documentation	Notes
Contractor/trade licenses	Current Utah contractor license(s), trade license(s), or specialty license(s) appropriate to the work proposed.	May include general building, remodeling, plumbing, electrical, HVAC, roofing, concrete, masonry, accessibility modifications, or other trades.
Healthy Homes and housing rehab experience	Examples of completed housing rehabilitation, health and safety repair, occupied-unit repair, or Healthy Homes-related projects.	Preference may be given to experience in older housing, low- to moderate-income housing, rental housing, owner-occupied housing, occupied homes, and federally funded repair programs.
Radon mitigation or radon-related work	Proof of NRPP or NRSB credential for radon mitigation or measurement when the Applicant proposes to perform radon work, plus any state or contractor license required for installation work.	Radon testing and mitigation must follow applicable standards and funding-source requirements.
Asbestos-related work	Proof of Utah asbestos certification, licensure, or qualified subcontractor documentation when the Applicant proposes to inspect, sample, disturb, remove, or remediate asbestos-containing material.	Asbestos work must be performed only by appropriately certified personnel or subcontractors.

Qualification Area	Minimum / Required Documentation	Notes
Mold/moisture, ventilation, and other hazard work	Relevant training, certification, licensure, or experience for the specific hazard or repair type proposed; laboratory accreditation information if samples will be collected/analyzed.	Healthy Homes work may include moisture correction, ventilation repairs, injury prevention, carbon monoxide/smoke safety, and similar interventions.
Lead-safe requirements when painted surfaces are disturbed	EPA/Utah RRP firm and Certified Renovator documentation if the Applicant will disturb painted surfaces in pre-1978 housing.	If the work becomes lead hazard control or abatement, Category 2 qualifications may be required.
Occupied-home readiness	Description of homeowner/tenant communication, scheduling, dust control, cleanup, safety barriers, temporary disruption management, and closeout documentation.	Contractors must be able to work safely and professionally in occupied or recently occupied homes.
Insurance and capacity	Proof of required insurance; description of staffing, subcontractor controls, response capacity, project scheduling, and closeout capacity.	County may approve Contractors for specific Healthy Homes work types only.

2.6 Selection for Individual Projects

Acceptance into the Contractor Pool does not guarantee any specific project, minimum amount of work, payment, or bid invitation.

After Contractors are accepted into the Contractor Pool, County may invite approved Contractors from the applicable Contractor Pool category to bid on individual projects. Each project will include a scope of work approved by County. Contractors bidding on individual projects will submit pricing and any project-specific information to County.

County will generally invite a minimum of three approved Contractors from the applicable Contractor Pool category to bid on each project. To support fair distribution of bid opportunities, County may establish a bid invitation rotation within each category. The rotation may consider the number of approved Contractors in the category, project type, approved work categories, contractor qualifications, availability, capacity, prior performance, and the need to maintain competition.

County may adjust the rotation or invite additional approved Contractors when needed based on project complexity, specialized licensing or certification needs, availability, capacity, geography, conflicts of interest, urgent project needs, or to obtain adequate competition.

Contractors will be selected for individual projects based on the bids received, the needs of the project, contractor qualifications, availability, and reasonableness of the bid.

No work may begin until the project has been approved by County and any required documents, agreements, notices to proceed, or homeowner/property owner approvals have been completed.

2.7 Length of Agreement

The contracts resulting from this solicitation will become effective on the date of execution. The term will be 36 months, unless terminated earlier under the Contractor Agreement. County may review Contractor performance, pricing, capacity, insurance, certifications, and continued program eligibility regularly during the term of the agreement.

At the end of the agreement term, any projects currently in progress may be completed in a timely manner if authorized by County and permitted by the applicable funding source. No additional new projects will be issued after the agreement expires unless the agreement is renewed, extended, or replaced in writing.

2.8 Insurance Requirements

Contractors must maintain insurance appropriate to the category of work they are approved to perform.

Required insurance may include, but is not limited to:

- Workers compensation and employer liability insurance as required by the State of Utah.
- Commercial general liability insurance in the minimum amount of \$1,000,000 per occurrence with a \$2,000,000 general policy aggregate, unless County requires a higher amount.
- Commercial automobile liability insurance in the minimum amount of \$1,000,000 per occurrence.
- Pollution liability insurance in the minimum amount of \$1,000,000 when required for lead, abatement, remediation, environmental, asbestos, mold-related, or other applicable work.
- Professional liability insurance in the minimum amount of \$1,000,000 when required based on the type of services provided, including assessment, testing, clearance reporting, consulting, or other professional services.

2.9 Application Format and Submission Requirements

Applications must be submitted through [Submit Application \(slco.to/Contractor-RFA\)](https://slco.to/Contractor-RFA). Applicants should keep responses concise, complete, and organized in the order listed below. Required attachments do not count against narrative word limits. Please do not submit additional attachments unless requested by County.

Part 3: Application, Response Evaluation, and Notice to Applicants

3.1 Application Narrative

Applicants must provide the following information:

Applicant and Business Information

Provide business name, legal name, contact name, email address, business address, CEO/Executive Director or authorized signer, UEI, contractor license number(s), professional license number(s), and Contractor Pool category or categories for which the Applicant seeks approval. All entities must be registered with the Utah Department of Commerce.

Question 1: Business History and Qualifications

Limit: 600 words. Provide a summary of the business, number of years in business, ownership/business type, scope of services routinely provided, relevant qualifications, and general experience with residential rehabilitation, lead-safe work, lead hazard control, risk assessment, clearance reporting, Healthy Homes, critical repairs, or similar projects.

Question 2: Category-Specific Experience and References

Limit: 1,000 words. For each category selected, provide a summary of a relevant project completed within the past three years, including project type, brief scope, duration, problems encountered (if any), and corrective action taken (if needed).

For Category 1, identify experience with inspections, risk assessments, clearance testing, environmental testing, and reporting.

For Category 2, identify experience with paint stabilization, interim controls, abatement, component replacement, clearance-response work, EPA/HUD requirements, and occupied housing work.

For Category 3, identify experience with Healthy Homes repairs, non-lead health and safety hazards, occupied-home repairs, and relevant specialty trades.

Question 3: Capacity for Future Work

Limit: 800 words. Describe business capacity, including the number of projects, assessments, reports, interventions, or repair jobs the Applicant anticipates being able to complete in a 12-month period; current staffing; typical response time for site visits and bids; ability to manage multiple projects; and any limits by project type, geography, or schedule.

Question 4: Staff Expertise and Project Team

Limit: 1,000 words. Identify key staff, current positions, years of experience, areas of expertise, certifications, licenses, and roles under this Contractor Pool. Include major subcontractor categories the Applicant expects to use and how the Applicant verifies subcontractor qualifications, licenses, insurance, certifications, independence, and quality of work.

Question 5: Project Approach, Compliance, and Communication

Limit: 1,000 words. Describe the Applicant's approach to scope review, site visits, cost estimating, homeowner/tenant communication, occupied-unit work, documentation, failed inspection or failed clearance response, OSHA/RCRA compliance, and coordination with County Project Managers.

Question 6: Contractor Pool Category Checklist

Complete Attachment A to identify the category or categories, work types, certifications, insurance coverages, and limitations applicable to the Applicant. County may use this checklist to determine which Applicants are qualified for specific types of work and will be invited to bid on individual projects.

Application Checklist

- Applicant and Business Information.
- Application Narrative responses to Questions 1 through 6.
- Completed Attachment A - Contractor Pool Category Checklist.
- Copy of current Utah contractor license(s), professional license(s), or trade license(s), if applicable.
- Copy of business license or registration, if applicable.
- Copy of liability insurance.
- Copy of workers compensation insurance or waiver if allowed by law.
- Copy of automobile liability insurance.
- Copy of pollution liability insurance, if applicable.
- Copy of professional liability insurance, if applicable.
- Copy of EPA/State lead certifications for firm and individuals, if applicable.
- Copy of risk assessor, inspector, dust sampling technician, radon, asbestos, mold/environmental, or other professional certifications, if applicable.
- Copy of any other licenses, certifications, registrations, laboratory accreditations, or credentials required for selected categories.
- Requested Alterations, if any, submitted as a separate document labeled "Requested Alterations."

3.2 Application Evaluation and Contractor Pool Admission

Applications will be reviewed by County to determine whether the Applicant meets the minimum qualifications and submission requirements for one or more Contractor Pool categories. Applications that meet the minimum requirements will be evaluated based on the criteria below.

This RFA is intended to establish a qualified Contractor Pool. Acceptance into the Contractor Pool does not guarantee any specific project, minimum amount of work, or payment. Individual projects will be bid separately after Contractors are accepted into the pool.

Each Contractor Pool category will be evaluated separately. If an Applicant applies for more than one category, County will evaluate the Applicant’s qualifications, documentation, experience, capacity, and readiness for each selected category independently. Admission to one category does not automatically qualify the Applicant for any other category, and evaluation ratings for separate categories will not be combined.

County may admit an Applicant to the Contractor Pool for one or more categories if the Applicant meets the minimum requirements for that category and receives the required evaluation rating for that category.

Required licenses, certifications, insurance, and other mandatory documentation may be reviewed on a pass/fail basis. Failure to provide required documentation or meet the minimum requirements for at least one Contractor Pool category may result in denial of admission to the Contractor Pool, regardless of the Applicant’s evaluation rating.

Evaluation Rating Scale

Evaluated portions of the application may use the following rating scale:

For each category evaluated, an average rating of 3.0 or higher is required for admission to that category. A rating below 3.0 does not qualify the Applicant for that category.

Rating	Description
Excellent (5)	The application exceeds expectations and demonstrates an excellent probability of success in performing the work. The response is clear, complete, detailed, and directly relevant to the selected Contractor Pool category or categories.
Good (4)	The application demonstrates a very good probability of success and meets the requirements of the RFA in a complete and reasonable way.
Acceptable (3)	The application demonstrates a reasonable probability of success and generally meets the requirements of the RFA, though some details may be limited or require clarification.
Poor (1-2)	The application falls short of expectations or provides limited information demonstrating the Applicant’s qualifications, capacity, or readiness.
Unacceptable (0)	The application fails to address the requirement or does not demonstrate the Applicant’s ability to perform the work.

Evaluation Criteria

Applications will be evaluated separately for each Contractor Pool category for which the Applicant seeks approval. County may adjust the weighting or evaluation process by written addendum if needed.

Evaluation Criteria	Weight	Evaluation Focus
Question 1 - Business History and Qualifications	15%	Applicant's business history, years in business, ownership/business type, routine scope of services, relevant qualifications, and general experience with residential rehabilitation, lead-safe work, lead hazard control, risk assessment, clearance reporting, Healthy Homes, critical repairs, or similar projects.
Question 2 - Category-Specific Experience and References	30%	Relevant experience for each selected category, including similar projects completed within the past three years, project type, scope, duration, problems encountered, corrective action taken, and references.
Question 3 - Capacity for Future Work	20%	Applicant's capacity to respond to site visits and bids, manage multiple projects, complete work within required timelines, and identify limits by project type, geography, or schedule.
Question 4 - Staff Expertise and Project Team	20%	Qualifications, certifications, licenses, experience, and roles of key staff and major subcontractors, including how the Applicant verifies subcontractor qualifications, licenses, insurance, certifications, independence, and quality of work.
Question 5 - Project Approach, Compliance, and Communication	15%	Approach to scope review, site visits, cost estimating, homeowner/tenant communication, occupied-unit work, documentation, failed inspection or failed clearance response, OSHA/RCRA compliance, and coordination with County Project Managers.
Total	100%	

To be admitted to the Contractor Pool for a specific category, Applicants must meet the minimum requirements established in Section 2.4 of the RFA and receive an average evaluation rating of 3.0 or higher for that category. An average evaluation rating below 3.0 will not qualify the Applicant for that category.

Applicants may be approved for all requested categories, approved for limited categories or work types, or denied admission based on the application, required documentation, experience, capacity, and required certifications.

Applicants who do not meet the minimum requirements, fail to provide required documentation, submit incomplete applications, or do not demonstrate sufficient qualifications, experience, or capacity may be deemed non-responsive and denied admission to the Contractor Pool.

County reserves the right to re-open this RFA, accept additional applications, update Contractor Pool categories, or request updated qualifications, certifications, insurance, or other documentation from Contractors during the term of the Contractor Pool.

3.3 Selection for Individual Projects

After a Contractor has been accepted into the Contractor Pool and County has identified a specific project ready for bidding, County may invite approved Contractors from the applicable Contractor Pool category to review the project scope and submit a bid.

County will generally invite a minimum of three approved Contractors from the applicable Contractor Pool category to bid on each project. To support fair distribution of bid opportunities, County may establish and use a bid invitation rotation within each category. Contractors may be assigned to rotation groups based on the number of approved Contractors in the category, project type, approved work categories, contractor qualifications, availability, capacity, prior performance, and the need to maintain competition.

County may adjust the rotation or invite additional approved Contractors when needed based on project complexity, specialized licensing or certification needs, availability, capacity, geography, conflicts of interest, urgent project needs, or to obtain adequate competition.

Each project will include a scope of work drafted by County. Contractors invited to bid may be required to attend a project walkthrough, review the proposed scope of work, and submit the bid by the established deadline.

County intends to select the lowest reasonable bid for each individual project. County is not required to select a bid that is incomplete, unreasonable, inconsistent with the project scope, or submitted by a Contractor that lacks the required availability, capacity, licensing, certification, insurance, or project-specific qualifications.

When multiple bids are determined to be reasonable, County will generally select the lowest bid.

3.4 Written Agreement Required

An Applicant accepted into the Contractor Pool must be willing to enter into a written agreement with County and agree to the terms outlined in the Contractor Agreement. The agreement establishes eligibility to be considered for future projects; it does not, by itself, authorize any specific project work. When selected for an individual project, the Contractor must agree to all requirements in the project scope of work, homeowner/property owner approval when applicable, notice to proceed, and any other required project-specific documents.

If an Applicant wishes to request alterations to this RFA, the Contractor Agreement, exhibits, attachments, or addenda, the alterations must be specifically identified in the application with reasonable alternatives presented. Any such exceptions must be submitted as a separate document labeled "Requested Alterations." Only those alterations so specified will be available for discussion or negotiation. Deviations are made at County's sole discretion. Failure to request alterations with the application constitutes waiver of such request.

3.5 Notice to Applicants

Government Records Access and Management Act (GRAMA)

County is a governmental entity subject to the Utah Government Records Access and Management Act. Documents submitted to County are generally public records unless a proper claim of business confidentiality is submitted and approved. Proposed costs, pricing, and fees submitted to County may be public records.

Restrictions on Communications

From the issue date of this RFA until selection is announced, Applicants are prohibited from communications regarding this procurement with agency staff, evaluation committee members, or associated individuals except through the designated contact or submission process. Failure to comply may result in disqualification.

RFA Cancellation

County may cancel this RFA at any time before execution of a written agreement if deemed in the best interest of County. Applicant is not entitled to recover costs related to preparation of the application.

Application Term

Applications submitted in response to this RFA must remain valid for 120 days after the application closing date, unless a different period is stated in the RFA.

Costs

Applicants bear all costs and expenses related to this RFA, including preparation and delivery of the application, attending the pre-application conference, and participating in interviews or site visits.

Licensing

All applicable federal, state, and local licenses must be acquired before the contract is entered into and must be maintained throughout the contract period.

Changes or Modifications

Any changes or modifications to this RFA will be made by written addendum. Applicants should rely only on this RFA and any written addenda issued by County when preparing their applications.

Rejection of Applications

County may remove from consideration any application that is incomplete, does not include required documentation, or does not meet the minimum requirements for at least one Contractor Pool category.

Free and Competitive Selection

Any agreement or collusion among prospective Applicants to fix a price or limit competition will render the application void and may be unlawful.

Ethical Standards and Campaign Contributions

Applicants must comply with applicable ethical standards and Salt Lake County campaign finance disclosure requirements.

Reasonable Accommodations

Reasonable accommodations for the pre-application conference or any related meeting, whether virtual or in person, will be provided upon request. Requests should be submitted at least two business days in advance so Salt Lake County can make the necessary arrangements.

Employee Status Verification System

Applicant shall register and participate in the Status Verification System before entering into a contract with County as required by applicable Utah law.

Attachment A: Contractor Pool Category Checklist

Applicant should check all categories and work types for which it seeks approval and provide required documentation for each checked area. County may approve the Applicant for limited categories or work types.

Check	Contractor Pool Category / Work Type	Required / Relevant Documentation	Limitations / Notes
<input type="checkbox"/>	Category 1 - Risk Assessment and Clearance Reports	Lead firm/individual certifications; risk assessor/inspector/dust sampling credentials; radon NRPP/NRSB credentials if applicable; asbestos/environmental credentials if applicable; professional liability if required; laboratory accreditation/chain of custody procedures.	Specify services: lead inspection, risk assessment, clearance, radon, asbestos, air quality, mold/allergen, other.

Check	Contractor Pool Category / Work Type	Required / Relevant Documentation	Limitations / Notes
<input type="checkbox"/>	Category 2 - EPA Lead Certified for Control Interventions	Utah/EPA lead firm certification; certified lead abatement supervisor; certified lead abatement workers; RRP/Certified Renovator; Utah contractor/trade licenses; pollution liability; OSHA/RCRA procedures.	Specify services: paint stabilization, interim controls, abatement, component replacement, failed-clearance response, other.
<input type="checkbox"/>	Category 3 - Healthy Homes	Utah contractor/trade licenses; Healthy Homes/housing rehab experience; radon/asbestos/mold/HVAC/plumbing/electrical/roofing/accessibility credentials as applicable; insurance; occupied-home procedures.	Specify services: moisture, ventilation, radon mitigation, trip/fall hazards, accessibility, critical repairs, other.