

**A RESOLUTION  
BY COMMUNITY DEVELOPMENT/ HUMAN RESOURCES COMMITTEE**

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE CONTRACTUAL AGREEMENT WITH LIFE ENVIRONMENTAL SERVICES, INC., FOR FC-3007000040, LEAD BASED RISK ASSESSMENT, ON BEHALF OF THE DEPARTMENT OF PLANNING BUREAU OF HOUSING, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY FIVE THOUSAND DOLLARS AND NO CENTS (\$125,000.00); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM VARIOUS FUND ACCOUNT AND CENTER NUMBERS LISTED HEREIN; AND FOR OTHER PURPOSES.**

**WHEREAS**, the Bureau of Housing (“Bureau”) administers the Owner Occupied Rehabilitation Program to repair and preserve single-family housing for seniors and disabled homeowners; and

**WHEREAS**, the Bureau desires to enter into a contract with a Lead Based Risk Assessor to perform lead based paint risk assessment services for the Owner Occupied Rehabilitation Program; and

**WHEREAS**, the City of Atlanta (“City”) solicited Invitations to Bid for FC-3007000040, Lead Based Paint Risk Assessor, to provide lead-based paint evaluations and assessments to reduce or eliminate exposure to hazards for homes eligible for rehabilitation assistance; and

**WHEREAS**, the Agreement is for a period of twelve (12) months with a twelve-month renewal option at the sole discretion of the City; and

**WHEREAS**, Life Environmental Services, Inc., was determined to be the most responsive and responsible proponent; and

**WHEREAS**, the Commissioner of the Department of Planning and Community Development and the Chief Procurement Officer have recommended that the contract for FC-3007000040, Lead Based Paint Risk Assessor, be awarded to Life Environmental Services, Inc., in an amount not to exceed One Hundred Twenty Five Thousand Dollars and No Cents (\$125,000.00).

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES**, that the Mayor be and is hereby authorized to enter into an appropriate contractual agreement with Life Environmental Services, Inc., for FC-3007000040, Lead Based Paint Risk Assessor, on behalf of the Department of Planning and Community Development Bureau of Housing, in an amount not to exceed One Hundred Twenty Five Thousand Dollars and No Cents (\$125,000.00), to be charged to and paid from Fund Account and Center number 3P05 (Home Investment Trust Fund) 529002 (Service Grants) Y46P0907A3L0 (Owner-Occupied Housing Rehab, HM-5); 3P05 (Home

Investment Trust Fund) 529002 (Service Grants) Y46P0907A3M0 (Owner-Occupied Rehabilitation, HM-5); 3P05 (Home Investment Trust Fund) 529002 (Service Grants) Y46P0907A3N0 (Owner-Occupied Housing Rehabil., HM-5); 3P05 (Home Investment Trust Fund) 529002 (Service Grants) Y46P0907A3P0 (Owner-Occupied Housing Rehabilitation, HM-5); 3P06 (Sec. 108 Loan Trust Fund) 529002 (Service Grants) Y47Q0273A7K0 (1999 US Gov Grant, Sect 108 Loan Gurante); 1B01 (Community Development Fund) 529002 (Service Grants) Y46P0103A26A (Housing Rehabilitation Admin., CD-07); 1B01 (Community Development Fund) 529002 (Service Grants) Y46P0103A27A (Housing Rehabilitation Admin, CD-07).

**BE IT FURTHER RESOLVED**, that said Agreement shall be for a period of twelve (12) months with a twelve-month renewal option at the sole discretion of the City.

**BE IT FURTHER RESOLVED**, that the City Attorney be and is hereby directed to prepare the appropriate contractual agreement for execution by the Mayor.

**BE IT FINALLY RESOLVED**, that said contractual agreement shall not become binding upon the City, and the City shall incur no liability upon the same until such contract is approved by the City Attorney as to form, executed by the Mayor, attested to by the Municipal Clerk, and delivered to the contracting parties.

**Part II: Legislative White Paper:** (This portion of the Legislative Request Form will be shared with City Council members and staff)

**A. To be completed by Legislative Counsel:**

**Committee of Purview:** Community Development and Human Resources

**Caption:** A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE CONTRACTUAL AGREEMENT WITH LIFE ENVIRONMENTAL SERVICES, INC., FOR FC-3007000040, LEAD BASED RISK ASSESSMENT, ON BEHALF OF THE DEPARTMENT OF PLANNING BUREAU OF HOUSING, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY FIVE THOUSAND DOLLARS AND NO CENTS (\$125,000.00); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM VARIOUS FUND ACCOUNT AND CENTER NUMBERS LISTED HEREIN; AND FOR OTHER PURPOSES.

**Council Meeting Date:** February 4, 2008

**Requesting Dept.:** Department of Planning/ Bureau of Housing

**B. To be completed by the department:**

**1. Please provide a summary of the purpose of this legislation (Justification Statement).**

The purpose of this legislation is to receive authorization to enter into a contractual agreement with a Lead Based Risk Assessor that was qualified by the Chief Procurement Officer per FC-3007000040 to perform lead base paint risk services for the Bureau of Housing Owner Occupied Rehabilitation Program.

**2. Please provide background information regarding this legislation.**

The Bureau of Housing administers the OORP to repair and preserve single-family housing for seniors and disable homeowners. The City approved funding for the OORP in the 2002 through 2006 Annual Action Plan for the HOME Investment Partnership Program (\$2,500,000) and Mechancisville Section 108 (\$1,070,000) appropriated \$3,570,000 to provide rehabilitation assistance, which is used to pay relate housing rehabilitation services such as administrative fee, contractors, inspections and lead base paint assessments.

The Lead-Based Paint Risk Assessor was recommended by the Chief Procurement Officer FC-3007000040 to enter into an appropriate contractual agreement to provide lead-based paint risk assessment services for the

Bureau of Housing with the implementation of the rehabilitation program, Section 8 program and other related housing rehabilitation services.

**3. If Applicable/Known:**

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Professional Services
- (b) **Source Selection:** Invitation to Bid
- (c) **Bids/Proposals Due:**
- (d) **Invitations Issued:**
- (e) **Number of Bids:**
- (f) **Proposals Received:**
- (g) **Bidders/Proponents:**
- (h) **Term of Contract:**

**4. Fund Account Center:** HOME Investment Partnership Program 3P05 529002 Y46P0907A3L0, 3P05 529002 Y46P0907A3M0, 3P05 529002 Y46P0907A3N0, 3P05 529002 Y46P0907A3P0 and Mechanicsville Section 108 Loan Program 3P06 529002 Y47Q0273A7K0 and CDBG Housing Rehabilitation Administration 1B01 5\*\*\*\*\* Y46P0103A26A, 1B01 5\*\*\*\*\* Y46P0103A27A

**5. Source of Funds:** Federal Funded Grants

**6. Fiscal Impact:** This legislation will result in a reduction in the amount not to exceed \$125,000 annually from the above fund account centers for housing rehabilitation lead-based paint risk assessment services.

**7. Method of Cost Recovery:** N/A

**This Legislative Request Form Was Prepared By:** C.Fletcher

**Department of Procurement  
Legislative White Paper**

**Committee of Purview:** Community Development/ Human Resources Committee

**Caption:** A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE CONTRACTUAL AGREEMENT WITH LIFE ENVIRONMENTAL SERVICES, INC., FOR FC-3007000040, LEAD BASED RISK ASSESSMENT, ON BEHALF OF THE DEPARTMENT OF PLANNING BUREAU OF HOUSING, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY FIVE THOUSAND DOLLARS AND NO CENTS (\$125,000.00); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM VARIOUS FUND ACCOUNT AND CENTER NUMBERS LISTED HEREIN; AND FOR OTHER PURPOSES.

**Council Meeting Date:** February 4, 2008

**Legislation Title:** Contract Agreement FC-3007000040 between Life Environmental Services, Inc. and the City

**Requesting Dept.:** Planning and Community Development Bureau of Housing

**Contract Type:** Lead Base Paint Risk Assessment

**Source Selection:** Bid

**Bids/Proposals Due:** October 24, 2007

**Number of Bids/  
Proposals Received:** One (1)

**Bidders/Proponents:** 1) **Life Environmental Services, Inc.**

**Justification Statement:** Based on the information submitted and the evaluation criteria established for this project, the most responsible and responsive proponent is Life Environmental Services, Inc.

**Background:** Will provide the City with a certified lead risk assessor who will be capable of performing lead-based paint evaluations and assessments to reduce or eliminate exposure to hazards for homes eligible for receiving rehabilitation assistance.

**Fund Account Center:** HOME Investment Partnership Program 3P05 529002 Y46P0907A3L0, 3P05 529002 Y46P0907A3M0, 3P05 529002 Y46P0907A3N0, 3P05 529002 Y46P0907A3P0 and Mechanicsville Section 108 Loan Program 3P06 529002 Y47Q0273A7K0 and CDBG Housing Rehabilitation Administration 1B01 5\*\*\*\*\* Y46P0103A26A, 1B01 5\*\*\*\*\* Y46P0103A27A; and for other purposes.

**Source of Funds:** N/A

**Fiscal Impact:** \$125,000.00 annually.

**Term of Contract:** Twelve (12) months with Twelve (12) months renewal option at the sole discretion of the City.

**Approvals:** **DOF: YES**  
**DOL: YES**

**Prepared by:** Elsa D. Castro  
**Contact Number:** X6426

\*SIGN-IN SHEET FOR BID CONFERENCE OPENING\*

CITY OF ATLANTA  
DEPT. OF PROCUREMENT

CITY OF BSA D. CASTRO  
DEPT. CONTRACTING OFFICER

FC-3007000040

PROJECT TITLE: LEAD BASED PAINT RISK ASSESSOR (BID) 07 OCT 24 PM 2: 00

DATE: OCTOBER 17, 2009

TOTAL NUMBER OF PROPONENTS:

PROPOONENT'S NAME	<del>ADDRESS</del> Total Bid
Life Environmental Services, Inc	\$95,000.00 Certified Check




**CITY OF ATLANTA**  
**DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT**  
55 Trinity Avenue, S.W. SUITE 1450 - ATLANTA, GEORGIA 30301  
404-330-6070 - FAX: 404-658-7638  
<http://www.atlantaga.gov/Government/Planning.aspx>

**SHIRLEY FRANKLIN**  
**MAYOR**

**Steven R. Cover, AICP**  
**Commissioner**

**MEMORANDUM**

**TO:** Elsa Castro, Contracting Officer

**FROM:** Christy Fletcher, Deputy Director 

**DATE:** January 9, 2008

**SUBJECT:** Recommendations Housing Rehabilitation Invitation to Bid:  
FC - 3007000040, Lead Based Paint Risk Assessor

**CC:** Terri M. Lee, Director

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On behalf of the Bureau of Housing, the Department of Procurement solicited Invitation to Bid for Lead Based paint Risk Assessment Services of the Owner Occupied Housing Rehabilitation program. Based on the responses submitted, the Bureau recommends selection of Life Environmental Services, Inc. to provide the required services.

Thank you for your continued cooperation. If you have any questions, please do not hesitate to contact me at (404) 330-6937.



CITY OF ATLANTA  
DEPT. OF PROCUREMENT

08 JAN 10 PM 4: 26

## CITY OF ATLANTA

SUITE 1700  
55 TRINITY AVENUE, SW  
ATLANTA, GA 30303

(404) 330-6010 Fax: (404) 658-7359  
Internet Home Page: [www.atlantaga.gov](http://www.atlantaga.gov)

Shirley Franklin  
Mayor

OFFICE OF CONTRACT COMPLIANCE  
Hubert Owens  
Director  
[howens@atlantaga.gov](mailto:howens@atlantaga.gov)

## MEMORANDUM

TO: Adam L. Smith Esq.  
Chief Procurement Officer

FROM: Hubert Owens  
Director – Office of Contract Compliance

RE: **FC# 3007000040, Lead Based Paint Risk Assessor**

DATE: January 10, 2008

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The Office of Contract Compliance has evaluated one (1) Proposal for Disadvantaged Business Enterprise (DBE) participation. The proponent is eligible and has been deemed responsive by the Office of Contract Compliance. For your information, the proponent has committed to utilizing DBE's as indicated below:

<u>Life Environmental Services</u>		
<u>Kelco Services, Inc.</u>	DBE	25%
<b>Total Participation</b>		<b>25%</b>

If you have questions, please contact me at (404) 330-6010 or Tracy Reed at (404) 330-6011.

cc: File  
Elsa D. Castro, DOP

