

**Residential Home Inspector
Request for Qualifications
2/20/2026**



Introduction

NeighborImpact is accepting qualifications from residential home inspectors to support its various home rehabilitation programs. Selected contractors will complete health and safety home inspections across Crook, Deschutes, Jefferson Counties, and the Confederated Tribes of Warm Springs. NeighborImpact will compensate contractors at a reasonable market rate for all approved services rendered.

Background

NeighborImpact receives funding from various sources to provide essential home improvements for qualified households in Crook, Deschutes, Jefferson Counties, and the Confederated Tribes of Warm Springs. The purpose of our programs are to assist low- and moderate-income households by addressing critical health, safety, comfort, and durability concerns in their homes.

This Request for Qualifications is intended to solicit residential home inspectors who are interested in providing the following scope of services:

- Conducting initial and final home inspections, primarily using the HUD Housing Quality Standards (HQS) checklist
- Identifying key health and safety repair needs such as:
 - Accessibility and adaptability improvements (ramps, handrails, grab bars)
 - Code compliance issues
 - Emergency repairs (roofing, HVAC, plumbing, electrical)
 - Safety hazards (smoke/CO detectors, lead, asbestos, mold)
 - Structural integrity concerns
- Developing a scope of work focused on urgent repairs
- Being available for technical guidance to repair contractors as needed

This solicitation will result in a professional services contract with selected contractors who will serve as primary providers of these services.

Services Requested/ Scope of Work

Contractors selected through this RFQ will be expected to perform services beginning from the estimated award date of March 16th 2026 and continuing through the anticipated end of the grant period in August 2027, with the ability to continue services beyond the grant period depending on performance and funding availability. NeighborImpact will submit work orders to contractor

requesting home inspections and a written scope of work. Upon completion of the inspection and scope of work, NeighborImpact will submit payment.

Qualifications

Submissions must demonstrate the following minimum qualifications prior to advancing to the evaluation and selection process:

1. Licensing

The contractor must be currently licensed by the State of Oregon Construction Contractors Board (CCB). If the applicant has any of the following issues associated with their CCB license, NeighborImpact may deny the application without scoring it:

- Civil penalties resulting in a fine;
- Refusal to reissue a license;
- License revocation;
- Criminal conviction;
- Public work disbarment;
- Civil injunction; or
- Suspended and required to carry a higher bond.

The applicant shall also be registered with the Oregon Secretary of State's Office to conduct business in Oregon.

2. Insurance

The applicant should have insurance coverage for commercial general liability, automobile liability, workers' compensation and employer liability in the following amounts:

- Commercial General Liability insurance for a minimum of \$1,000,000 per occurrence and \$2,000,000 annual aggregate;
- Automobile Liability: Minimum automobile coverage \$500,000 per occurrence, combined single limit for bodily injury liability and property damage liability with a \$2,000,000 annual aggregate limit, including coverage for owned or non-owned vehicles; and
- Worker's Compensation Insurance and Employer's Liability Insurance: \$500,000 each occurrence, unless applicant meets criteria for an exemption.
- NeighborImpact State of Oregon, OHCS, Their officers, employees, agents must be listed as Additional Insureds for CGL and Auto policies

3. Bonding

The applicant shall have surety bond in the amount of \$25,000 for Residential General Contractors and \$20,000 for Residential Specialty Contractors at a minimum. In addition to the required bonding, applicant should be able to maintain sufficient resources to carry expenses for up to five open projects, as payment will not be received until NeighborImpact has inspected and approved the work.

4. Compensation

When applicable, the contractor is subject to payment of prevailing wages, and compliance with all associated labor standards, reporting obligations, and record-keeping requirements for the duration of the project.

NeighborImpact will not qualify a contractor if the company or principal member of the company has:

- Been listed on the State of Oregon Bureau of Labor and Industries Ineligible Contractors List;
- Been listed on the “Specially Designated Nationals and Blocked Persons” list, maintained by the Office of Foreign Assets Control of the US Department of Treasury;
- Been debarred, suspended, declared ineligible or suspended from federal transactions in the previous three years;
- Been convicted or had a civil judgement for fraud or criminal offense involving a public transaction/contract in the previous three years; and/or
- Been convicted of embezzlement, theft, forgery, bribery, falsification/destruction of records; making false statements or receiving stolen property in the previous three years.

NeighborImpact will also deny a contractor if that contractor proposes to use a crew member who is a registered sex offender, and will require an explanation if the contractor proposes to use a crew member who has been convicted of murder, assault in the first degree, kidnapping, arson, robbery in the first degree or theft by extortion.

NeighborImpact will deny a contractor if a conflict of interest exists, because an employee or board member of NeighborImpact, or an immediate family member of either, will obtain a financial benefit through the award of work to the contractor.

Bid requirements and Selection Criteria

Interested contractors must submit a response by email to Sydney Richards at SydneyR@neighborimpact.org. Responses must contain the following:

1. **A completed Exhibit A: Inspector Response Form**
2. **A bid** outlining the proposed cost per inspection, including:
 - Use of the HUD HQS checklist
 - Completion of a written scope of work
 - Availability to respond to construction contractor questions

Responses are due by March 13th, 2026

Responsive proposers who meet the minimum RFQ qualifications will be evaluated based on the RFQ criteria. Final ranking and selection will be based upon the criteria and points listed below:

1. Demonstrated qualifications and experience (40%)
2. Alignment with requirements of this Request for Qualifications (30%)

3. Ability to meet project timeline and deadlines (20%)
4. Costs (10%)
5. Minority- or women-owned business status of contractor (5 additional points)

NeighborImpact at its sole discretion reserves the right to accept or reject any and/or all proposals submitted.

Questions about the RFQ process or description above can be sent to Sydney Richards at SydneyR@neighborimpact.org