June 28, 2023

Re: Cattaraugus County Mobile Home Replacement Initiative, CDBG 199MH307-22

To Whom It May Concern,

Cattaraugus Community Action is soliciting bids for Technical & Environmental professionals to perform HUD environmental review evaluation for hazardous conditions, consultant must be a qualified environmental professional as per ASTM 1527.

These projects entail mobile home replacements for 3 to 4 homes within Cattaraugus County.

Cattaraugus County is the recipient of this grant, and Cattaraugus Community Action is the sub-recipient administering the program.

After all clients have been determined and properly qualified, the environmental services firm will be contacted to perform a site inspection looking for potential hazard’s including but not limited to; above ground and below ground hazardous material storage tanks, stationary tanks containing flammable gasses and liquids exceeding certain sizes or explosive materials, environmental contamination, etc. using HUD Environmental Standards criteria as well as EPA and NYS DEC resources for spill incidents and other reportable hazards. A report is to be generated for each site showing that it is free of these hazards and include print outs from the EPA and DEC searches, as well as any other resources utilized to assess the site under HUD guidelines.

Bidding Firms are required to carry liability insurance as well as workers compensation insurance, as well as any professional insurance required for these activities. Bidding firms must also provide copies of all licenses and accreditations with bid.

Bids are to be returned to Jeff Hampshire via email with CMHRI 199MH307-22 ENVIRONMENTAL REVIEW BID in subject line, bids are to be in Word or PDF format on bidders’ letterhead.

Bids are due at our offices by **July 10, 2023**, bids will be reviewed the following day. The contract will be awarded to the lowest responsible bidder for all projects and will be notified of the award.

If there are any questions, please feel free to contact me via email at jhampshire@ccaction.org or by phone at 716-801-0490.

Jeffrey K Hampshire

Programs Manager

Housing Rehab

Cattaraugus Community Action