

Title: Lead-Safe Auditor: Professional Auditing Services of the Lead-Safe Certification Process Request for Proposals

Brief Description: The City of Cleveland’s Department of Building and Housing is issuing a Request for Proposals to invite qualified independent public accounting and consulting firms to submit proposals for performance audit services. Performance audit monitoring for the years 2024-2027 will examine the functions, operations, management systems, and policies and procedures of the Lead-Safe Certificate program of the City of Cleveland to assess whether it is achieving efficiency and effectiveness in the employment of available resources.

Need for the RFP: Cleveland Code of Ordinances section 365.05 mandates that the City designate a Lead-Safe Auditor to monitor the City’s lead-safe certification process to “ensure efficiency and effectiveness.” In addition to monitoring the Lead-Safe Certificate program’s performance, the Lead-Safe Auditor is a mandated member of the City’s Lead-Safe Advisory Board, which meets at least quarterly. The focus of the performance audit is on the Department of Building & Housing’s process for issuing lead-safe certificates or exemptions, the process for seeking compliance, and an assessment of the effectiveness of those certificates and/or exemptions in achieving the policy goal of helping to “prevent the poisoning of children by requiring that the presence of deteriorated lead-based paint on the interior and exterior of residential rental structures built before January 1, 1978 be identified and be correctly addressed by reducing and controlling lead-based paint hazards which may be present, in order to prevent human exposure to these hazards.”

Open Date: August 15, 2024

Closing Date: Originally October 10, 2024; Extended to October 28, 2024

Contact Info: Emily Collins (ecollins@clevelandohio.gov)

Meeting Info: Interviews conducted with identified finalist Vendors (if necessary) on

CITY *of* CLEVELAND

MAYOR JUSTIN M. BIBB

BUILDING AND HOUSING

October 21-25, 2024

RFP Attachments:

- Vendor Entry Form
- Cost Detail Table
- Cleveland Area Business Code Notice to Bidders & OEO Schedules
- OEO Vendor Forms
- Non-Collusion Affidavit
- Non-Competitive Bid Contract Form
- Professional Services Contracts Reimbursables Policy
- W-9
- Northern Ireland Fair Employment Practices Disclosure