

CONTRACT FOR HQS INSPECTION SERVICES
BETWEEN THE
CITY OF JONESBORO
AND
JONESBORO URBAN RENEWAL AND HOUSING AUTHORITY

THIS AGREEMENT made this 5th day of October, in the year Two Thousand and Seventeen by and between City of Jonesboro hereinafter called the "Program Administrator" and the Jonesboro Urban Renewal and Housing Authority hereinafter called "JURHA",

WITNESSETH, That the "Program Administrator" and "JURHA" for the considerations stated herein mutually agree as follows:

ARTICLE 1. TERM OF CONTRACT. This agreement shall be in effect from October 5, 2017 through until terminated. Either party can terminate this contract by giving a 30 day written notice to the other party.

ARTICLE 2. WORK TO BE PERFORMED. JURHA shall perform on an as needed basis HQS Inspections in accordance with the form HUD 52580, HUD Guidebook Chapter 10 Housing Quality Standards and subsequent published PIH Notices and Inspector General Report(s). The Program Administrator must call the JURHA Inspection Department at 870-336-9605 to schedule an inspection with the JURHA Inspection staff; the Program Administrator will provide the address of the unit, homeowner name and contact information, name of the family, tenant ID (if any), type of unit, year unit constructed, number of bedrooms and number of children under 6 who will be living in the unit. JURHA will make every attempt to schedule the appointment within 2 weeks. JURHA must have an adult present to gain access to the unit and when the inspection is being performed. Failure for an adult to be present at the arranged time of the inspection will result in the inspection being rescheduled.

ARTICLE 3. TYPES OF INSPECTIONS. JURHA will conduct the following types of inspections as needed. Each type of inspection is discussed in the paragraphs that follow.

- *Initial Inspections*. The JURHA will conduct initial inspections in response to a request from the "Program Administrator" to approve a unit for participation in the HCV program.
- *Annual Inspections*. HUD requires that each unit under lease for a period exceeding 365 days (1 year) be inspected at least annually to confirm that the unit still meets HQS.
- *Special Inspections (commonly called a complaint inspection)*. A special inspection may be requested by the owner, the family, or a third party as a result of problems identified with a unit between inspections.
- *Quality Control Inspections*. HUD requires that a sample of units be inspected by a supervisor or other qualified individual to evaluate the work of the inspector(s) and to ensure that inspections are performed in compliance with the HQS for less than 50 units the JURHA will conduct five (5) QC inspections.
- *Move-Out Inspections*. The Owner requires a Move-Out Inspection when each unit is vacated; to document the repairs required to prepare the unit for re-occupancy.

Following each completed inspection, the JURHA will provide the Program Administrator: 1) Completed form HUD 52580 (inspection booklet); 2) Repair list; and 3) New Fail Letter. The Program Administrator will received a monthly invoice which will be due within 30 days.

ARTICLE 4. CONTRACT PRICE. The Program Administrator shall pay JURHA twenty-five dollars (\$25.00) per inspection.

ARTICLE 5. UPCS-V. HUD is currently testing a new inspection format to replace the HQS inspection; the new inspection format will be a UPCS-V inspection. This Agreement will incorporate the UPCS-V inspection, after its implementation without requiring an amendment.

ARTICLE 6. AGREEMENT DOCUMENT

The contract shall consist of the following component parts:

- a. This instrument
- b. HUD Form 52580 - inspection booklet
- c. New Fail List
- d. New Fail Letter to Program Administrator

This instrument, together with other documents enumerated in this Article 6, are as fully a part of the Contract as if hereto attached or herein repeated, from the Contract.

IN WITNESS WHEREOF, the parties hereto have caused this Instrument to be executed as of the day and year first above written.

OWNER: City of Jonesboro

SIGNATURE: _____
Program Administrator

ADDRESS: 300 South Church
Jonesboro, AR 72401

JONESBORO URBAN RENEWAL
AND HOUSING AUTHORITY
330 Union St.
Jonesboro, AR 72401

Sharon Kou
Executive Director

Harold Perrin, Mayor

Date: _____

Attest: _____
Donna Jackson, City Clerk

Date: _____