

**ZEROV, THE STATE DOMESTIC VIOLENCE COALITION IN
KENTUCKY, IS ISSUING THIS REQUEST FOR PROPOSAL (RFP):**

ZeroV Housing Team Unit Inspector

Statement of Work: ZeroV seeks to enter into a contract with an expert, or group of experts, to conduct and document Housing Quality Standard (HQS) and NSPIRE inspections on individual housing units located within Kentucky.

Proposed Goal: To have a trusted inspector(s) ZeroV can call upon to conduct timely and thorough inspections on current and potential units using the HUD-required HQS or NSPIRE formats. Inspections must occur prior to move in, annually at recertification, and could occur at the request of a resident or landlord during a lease period.

How to Apply: Submit proposals with all required elements to Andrea Miller at ZeroV (amiller@zerov.org). In addition, if you have any questions about the RFP and/or the work related to this RFP, please reach out to Andrea Miller via email.

The deadline for submission is Friday, June 12, 2026.

**ZeroV, the state domestic violence coalition in Kentucky,
is issuing this Request for Proposal (RFP):**

ZeroV Housing Unit Inspector

Opening Date for accepting Proposal: Friday, May 15, 2026

Closing Date for accepting Proposal: Friday, June 12, 2026

Contract Period for project: July 1, 2026, through June 30, 2027

Contract Amount for project: The ceiling for this project is \$40,000

ZeroV is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, pregnancy or any other factor protected by law.

I. BACKGROUND

Founded in 1981, ZeroV is a strong, statewide voice on ending intimate partner abuse in our homes and communities. We strive to be a change leader in both our systems advocacy work and our social service programming. ZeroV is grounded in the belief that intimate partner violence is a form of power-based violence and is part of a systemic pattern of oppression.

ZeroV is the administrative office for the fifteen regional domestic violence programs throughout the state that serve survivors and their children. ZeroV provides training and technical assistance to our programs, partner organizations, and the community. ZeroV also provides housing services to survivors and intervention services to support those who cause harm. We advocate and provide guidance on creating policies that center the lives and futures of survivors.

ZeroV has operated housing for survivors of domestic violence in some form since 2011 and currently operates about \$5.8M annually in Rapid Re-Housing and HOME TBRA funds for survivors. In 2025, ZeroV's Housing Team provided services to 460 individuals across 194 households.

ZeroV's programming requires housing units to pass inspection per regulations from HUD. There will be initial inspections prior to lease-up, annual inspections of units that will be occupied by survivor families for recertification, and occasionally, requested inspections by landlords and/or residents when there are issues in a unit. ZeroV currently uses Housing

Quality Standards (HQS) inspections but will be moving to use the National Standards for Physical Inspection of Real Estate (NSPIRE) in 2027.

II. PROPOSED GOAL

To have an inspector certified in HQS and NSPIRE home inspections who can be relied on by the ZeroV Housing Team to complete accurate and thorough inspections.

III. APPLICANT PREFERRED EXPERTISE

- Certified to conduct HQS and NSPIRE unit inspections.
- Experience as an inspector, contractor, or property maintenance technician.
- Knowledge of local building codes, laws, and regulations.
- Capacity to travel state-wide to complete required inspections and submit the report in a timely manner.
- Ability to work with people, including survivors of domestic violence, and be able to be sensitive and respectful when entering occupied homes of survivors.
- Strong communication skills and the ability to document inspections clearly, including failed items.

IV. STATEMENT OF WORK

Activities and Tasks

- Work with ZeroV Housing Team members to be assigned unit inspections.
- Conduct thorough HQS and NSPIRE inspections on a variety of units, including apartments, manufactured homes, trailers, and single-family homes.
- Confirm units are ready for inspection, arrange inspection times, and travel to units across the state of Kentucky to complete inspections.
- Explain the expectations for unit quality to landlords or property managers and communicate failed items to ZeroV staff, landlords, and/or property managers.
- Document inspection results, including failed and questionable areas, and visible damage.
- Maintain and respect confidentiality of any survivor-protected personal information gleaned during the contract period.
- Keep an organized schedule of availability and scheduled inspections.

Deliverables

- HQS or NSPIRE inspection forms that are clear and complete, including detailed notes on failed or questionable items.
- Photos, notes, and updates on failed or questionable inspection items.

V. Budget

The budget for this ZeroV Housing Team Unit Inspector is capped at \$40,000, and the consultant must incorporate any travel expenses into this amount.

VI. Content of Proposal(s)

Proposals must include:

1. Names, titles, contact information, and resumes of all persons who will be working on the Project.
2. Identification of the main Point of Contact.
3. Proof of Certifications
4. A professional reference who can attest to related/similar prior work.
5. Budget and budget narrative that can be easily matched to the activities, tasks, and deliverables and that include:
 - a) Expenses organized into the following cost categories:
 - Personnel,
 - Travel,
 - Other costs (direct and indirect)

VII. Submission of Proposal(s) and Proposal Questions

Submit proposals with all required elements to Andrea Miller (amiller@zerov.org). In addition, if you have any questions about the RFP and/or the work related to this RFP, please reach out to Andrea Miller via email.

The deadline for submission is Friday, June 12, 2026.

VIII. Scoring Criteria

Proposals will be scored based upon the following criteria:

- 1. Proposal includes: 40 points**
 - milestones and timeline for activities, tasks, and deliverables.
- 2. Budget and Budget Narrative * 25 points**

Should be able to easily be matched to the activities, tasks, and deliverables; should be reasonable, and clearly relate to project goals and design; and have expenses organized into the following cost categories:

 - Personnel,
 - Travel,
 - Other direct costs, and
 - Indirect costs.
- 3. Expertise of Applicant 20 points**

Years of experience inspecting units using HQS and NSPIRE; or as a maintenance technician for properties. Must be certified in HQS/NSPIRE.

5. Previous Work

10 points

Strength of how related/similar prior work sample is to proposed project.

6. Clarity

5 points

Proposal is written clearly and concisely and has all required elements

Total 100 points

ZeroV is an equal opportunity employer (and contractor) and is committed to an equitable workplace where everyone is treated as a respected and valued member of the team.