

PUBLIC NOTICE

RFP 22-05 PROFESSIONAL MANAGEMENT SERVICES VAL VERDE CONTRACT WITH TDHCA COLONIA SELF HELP CENTER

FILED
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Receipt# - 167470

Generosa Gracia Ramon
County Clerk, Val Verde County, TX

Val Verde County is seeking to enter into a four (4) year professional service contract with an experienced and competent local non-profit organization, including local community action agency that qualifies as an eligible entity under 42 U.S.C. Section 9902, or a local housing authority that has demonstrated the ability to carry out the functions of the overall management of the county's contract with the Texas Department of Housing and Community Affairs Self Help Center under this chapter.

SCOPE OF WORK

The non-profit organization to be hired is to provide contract related management services to the county, including but not limited to the following area:

- Financial management
- Recordkeeping requirements
- Environmental clearance procedures
- Real property acquisition procedures under Uniform Act
- Equal employment opportunity/Section 504 requirements
- Labor standards monitoring
- Housing rehabilitation/affordable housing
- Contract close-out assistance

Actual tasks to be performed under each of these categories are specified in the project description.

STATEMENT OF QUALIFICATIONS

Val Verde County is seeking to contract with a competent local non-profit organization with the following qualifications:

- Experience in managing Federally funded construction projects
- Experience working with the Community Development Block Grant Program, either through HUD Entitlement/Small Cities or Texas Community Development Program

As such, please provide within your proposal, a list of client local governments as well as resumes of all employees who will or may be assigned to provide technical assistance on the projects of the grant if our organization is awarded this contract.

PROPOSED COST OF SERVICE

This grant has approved costs for the different components specified in the grant. Does your firm consider these costs appropriate and can you work within these constraints? Please note that Val Verde County will not use lowest/best bid as the sole basis for entering into this contract.

EVALUATING CRITERIA – The proposals received will be evaluated and ranked according to the following:

<u>Criteria</u>	<u>Maximum Points</u>
Experience	40
Work Performance	25
Capacity to Perform	10
Proposed Cost	20
Affirmative Action	5
	<u>100 Points</u>

SUBMITTAL OF PROPOSAL INSTRUCTIONS

Submit your proposal of services to the address below and label the outer envelope with the following information.

Melissa Vasquez
Val Verde County Purchasing Department
509 E. Gibbs Street
Del Rio, Texas 78840

Label outer envelope: **RFP 22-05: PROFESSIONAL MANAGEMENT SERVICES**

Proposals must be received by the County no later than 2:00 P.M. (CST) on the 17th day of February.

The County reserves the right to negotiate with any and all consultants or firms that submit proposals, as per the Texas professional Services Procurement Act and the Uniform Grant and Contract Management Standards. Val Verde County encourages proposals from small, minority, and female-owned businesses (MBE), as well as Section 3 businesses.

The County of Val Verde is an Affirmative Action/Equal Opportunity Employer.

Melissa Vasquez
2/3/22

**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
COLONIA COUNTY SELF-HELP CENTER
CONTRACT NO.
COUNTY OF VAL VERDE, TEXAS**

**EXHIBIT A
PERFORMANCE STATEMENT**

Contractor shall carry out the following activities in the Val Verde County Colonia Self-Help Center (SHC) service area Colonia of Rise Estates, Val Verde Park, Val Verde Park #2, Cienegas Terrace, and the Town of Comstock. The persons to benefit from the activities described in this Performance Statement must be receiving service or a benefit from the use of the new or improved facilities and activities for the contract obligations to be fulfilled. The Contractor shall ensure that the amount of funds expended for each activity described does not exceed the amount specified for such activity. The total number of beneficiaries to be targeted will be four thousand nine hundred thirty-eight (4,938) persons of which four thousand nine hundred thirty-eight (4,938) or one hundred percent (100%) are of low-to-moderate income.

Public Service

\$100,000

Tool Library

The tool lending library is an area-wide public service activity and the Contractor shall operate one (1) tool lending library the duration of the contract term, maintain and purchase tools as necessary to provide tools for home construction and improvements for the benefit of Colonia residents who are building or repairing their residence or installing necessary residential infrastructure.

The Val Verde County CSHC will complete a minimum of four hundred (400) tool checkouts within the targeted Colonias. The tool library resources will be prioritized for the residents of the Val Verde County CSHC target areas.

These activities shall benefit four hundred (400) persons, of which four hundred (400) persons or one hundred percent (100%) are of low- to moderate-income.

Technology Access

Contractor shall provide Colonia residents access to computers and the internet. A minimum of four hundred (400) visits by Colonia residents from the Service Areas shall be accomplished. Access to technology shall be prioritized in the Val Verde County CSHC target areas.

These activities shall benefit four hundred (400) persons, of which four hundred (400) persons or one hundred percent (100%) are of low- to moderate-income.

Solid Waste Removal

Contractor shall implement a minimum of sixteen (16) solid waste removal activities such as Colonia lot cleanup campaigns, removal of junk vehicles, large item trash pick-up, and/or used tire disposal campaigns. Approximately twenty thousand pounds (20,000 lbs.) will be collected in total and all activities will include the proper disposal of all solid waste for the residents of the Val Verde County CSHC target areas.

These activities shall benefit four thousand nine hundred thirty-eight (4,938) persons of which four thousand nine hundred thirty-eight (4,938) or one hundred percent (100%) are of low- to moderate-income.

Title Related Services

Contractor shall conduct a minimum of five (5) Title Related Services to correct and regularize Contracts for Deed, clouded titles, property transfers, intestate estates, and other title ownership matters for the residents of the Val Verde County CSHC target areas.

These activities shall benefit fifteen (15) persons of which fifteen (15) or one hundred percent (100%) are of low- to moderate-income.

Residential Rehabilitation **\$375,000**

Colonia Housing Rehabilitation

Contractor shall construct up to seven (7) residential rehabilitation for residents of the CSHC service area at a cost not to exceed sixty thousand dollars (\$60,000) per unit that will bring the rehabilitated home up to Texas Minimum Construction Standards ("TMCS").

These activities shall benefit twenty-one (21) persons, of which twenty-one (21) or one hundred percent (100%) are of low- to moderate-income.

Housing Counseling

Contractor shall provide housing counseling related to all applicable single family activities and that satisfies HUD Counseling Requirements in 24 CFR Part 214.

Administration, Planning and Management **\$150,000**

Contractor shall ensure the amount of funds expended for all eligible project-related administration activities that are intended to be charged to the contract, including the required annual program compliance and fiscal audit costs, do not exceed the amount specified for administration.

Not Feasible for Rehabilitation (Reconstruction) **\$375,000**

Contractor shall construct five (5) reconstructions of housing units and/or manufactured home replacement for residents of the CSHC service area at a cost not to exceed seventy-five thousand dollars (\$75,000) per unit. The reconstructed homes must meet the local adopted code or, in the absence of local adopted code, must meet at a minimum the 2015 International Residential Code (not including §P2904, "Dwelling Unit Fire Sprinkler Systems"). The homes must also meet the "Texas Building Energy Performance Standards" in Chapter 388 of the Texas Health and Safety Code, the "Construction Requirements for Single Family Affordable Housing" in Section 2306.514 of the State Act; and all other applicable codes, requirements, zoning ordinances.

Contractor shall work with the program participant to obtain additional funding to complete the individual activities, as necessary. Total funds necessary to complete construction shall be identified prior to commencement of construction.

These activities shall benefit fifteen (15) persons, of which fifteen (15) or one hundred percent (100%) are of low- to moderate-income.