

PUBLIC NOTICE

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

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
	100 Points

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.