

**REQUEST FOR PROPOSALS: HOUSING REHABILITATION SPECIALIST SERVICES RE-BIDDING
GRAHAM COUNTY FY 18/19 CDBG PROGRAM**

Graham County received a \$750,000 Community Development Block Grant – Neighborhood Revitalization (CDBG-NR) from the NC Dept of Commerce. The project is for housing rehabilitation / reconstruction / emergency repair of up to approx. 10 homes in the Town of Robbinsville, owned and occupied by low-to-moderate income residents. Homes are approx. 900-1500 sqft in size on properties approx. 1 acre in size. Degree of repair of homes is dependent upon degree of deterioration per house. Housing inspections and construction may be conducted as early as August 2022 and conclude as late as March 2023. There is no guarantee of the ability to group housing visits together.

The County is requesting proposals from qualified housing rehabilitation specialists to provide these services: 1) Initial inspection of each home and determination of what can be done to the home according to CDBG-NR guidelines; 2) Work write-up details/specs for each home; 3) Oversight and interpretation of any energy efficiency or environmental testing performed on the homes; 4) Cost estimate for rehabilitation for each home; 5) Aid in developing local contractor list for bidding; 6) Aid in review of construction bids; 7) Inspections of each home while under construction; 8) Final inspection of home; 9) Assist the County at monitoring visits by REDD; 10) Follow-up on warranty and callback items as needed; 11) turn-key architectural plans for reconstruction of homes.

The County will use competitive procurement to select a firm/individual to provide services. Interested parties are requested to submit a brief proposal including the following: 1) technical approach; 2) experience; 3) record of past performance; 4) fee schedule for services, and 5) if the firm is a Section 3/HUB/MWBE business.

Proposals should be remitted to: Graham County, Becky Garland, Finance Officer; 12 N Main Street (Mailing) 196 Knight Street (Physical), Robbinsville, NC 28771; PH: 828-479-7960; TDD: 1-800-735-2962 (711) or by email at beckygarland@grahamcounty.org with subject line clearly marked "Housing Rehabilitation Services". **Proposals must be received by 4:00pm, Thursday, September 1, 2022.**

For more information or the full RFP, contact: Becky Garland, PH: 828-479-7960, or becky.garland@grahamcounty.org. You can also contact Monica Chevalier, Grant Administrator, mchevalier@withersravenel.com.

The County is an equal opportunity employer and does not discriminate based on race, color, religion, sex, national origin, handicap, age, or familial status in the CDBG program. Bids from qualified MWBE/HUB and Section 3 businesses (locally owned/operated businesses that provide employment or training opportunities to low-income individuals) are encouraged.

This information is available in Spanish or any other language upon request. Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con la Oficina del Administrador de la Condado al 828-479-7961 o 12 N Main Street, Robbinsville, NC 28771 para obtener ayuda.

Jason Marino, County Manager

