

Town of North Stonington
Request for Proposals
CDBG Small Cities Program Application Preparation and Program Administration
and Administration and Implementation of Program Income

The Town of North Stonington requests Proposals from firms or individuals to prepare a 2014 Small Cities Community Development Block Grant application for submission to the Connecticut Department of Housing and provide professional administrative and technical services if the grant is awarded. Proposals will also include providing professional and technical services for the administration and implementation of the Town's Small Cities Program Income.

These services may include, but are not limited to, grant preparation, administration, environmental reviews, housing rehabilitation inspections and specifications, affirmative action, fair housing and equal opportunity, Section 3, Davis-Bacon and State Prevailing Wage Certification, citizen participation, and Program Income.

Selection criteria will be based on the following general criteria listed in descending order: number of successful applications previously submitted, working knowledge of federal and state regulations for DOH Small Cities Grants, experience and qualifications of the personnel, and fee proposal.

Firms or individuals must be able to provide evidence of insurance meeting the Department of Housing requirements.

Three (3) copies of Proposal complete with fee structure must be submitted in a sealed envelope and received by Selectmen's Office, no later than 3 PM, February 18, 2014 regardless of the method of delivery. Late proposals will not be accepted. Proposals will be opened publicly at 7 PM in the Selectmen's Meeting, New Town Hall Conference Room. The Town of North Stonington reserves the right to accept or reject any proposal as is deemed in the best interest of the Town. Faxed proposals will not be accepted.

Additional information is available by contacting the Selectmen's Office between the hours of 9 AM-4PM, Monday – Friday at 860-535-2877 x 10.

The Town of North Stonington is an EEO/AA employer and encourages small, minority, women owned and Section 3 firms to apply.

Dated at North Stonington, Connecticut, this 27th Day of January, 2014

Nicholas H. Mullane^{II}, Nicholas H. Mullane, II, First Selectman