

**DOUGLAS COUNTY BOARD OF COMMISSIONERS**

**REQUEST FOR PROPOSAL**

**NEIGHBORHOOD STABILIZATION PROGRAM (NSP) – ADMINISTRATIVE SERVICES / SUB-RECIPIENT**

**SOLICITATION NO. 17-012**

The Douglas County Board of Commissioners are the recipient of the Federal Housing and Economic Recovery Act grant, approved through the Georgia Department of Community Affairs (DCA) the NSP and awarded \$5,437,997 for the purchase, rehabilitation, resell or redevelopment of abandoned and foreclosed homes in our community. There is \$992,000 remaining to complete the NSP Program. Douglas County proposes to utilize the services of a qualified Non-Profit Organization to administer the program and be a sub-recipient of the funds.

In addition to the purchase, rehabilitation, resell and redevelopment of abandoned and foreclosed homes, the Douglas County program is structured to provide a financing mechanism for homebuyers to facilitate a successful outcome, and remove blighted and abandoned properties from the community. Further, to promote economic stimulus, the program requires the utilization of a minimum of 75% of contractors located within Douglas County.

All information for interested firms and proposal documents may be obtained at the office of the Douglas County Purchasing Department, located on the third floor of the Douglas County Courthouse, at 8700 Hospital Drive, Douglasville, Georgia or by email at [bpeacock@co.douglas.ga.us](mailto:bpeacock@co.douglas.ga.us).

Sealed Proposals in response to this Request will be received by the:

Douglas County, Georgia, Board of Commissioners  
Purchasing Department  
3<sup>rd</sup> Floor  
8700 Hospital Drive  
Douglasville, Georgia 30134

**The Proposal due date is June 9, 2017, no later than 2:00 PM EST. Proposals will be opened at 2:00 PM EST on the Proposal Due Date in the Purchasing Bid Opening Room on the third floor of the Courthouse.** You are invited to attend, or submit your Proposal prior to the deadline. Each response should be marked on the outside of the envelope with: **“Proposal for Administrative Services/Sub-Recipient – Douglas County Planning & Zoning Department, dated June 9, 2017, Solicitation No. 17-012”**.

Douglas County reserves the right to waive any informalities, to reject any and all Proposals, to evaluate Proposals, to accept portions of any Proposals and to accept any Proposals, which in its opinion, may be in the best interest of the County. The County reserves the right to add to or delete from the contract after the contract has been awarded.

No Proposals will be received or accepted after the above specified date and time of the Proposals opening. Proposals submitted after the designated date and time will be deemed invalid and returned unopened to the firm.

No Proposal may be withdrawn within ninety (90) days after the Proposal opening and all Proposals shall remain firm during this period.

**A pre-proposal conference** to respond to all inquiries with regards to this project will be held at **10:00 AM EST, May 18, 2017** on the third floor of the Douglas County Courthouse in the Purchasing Department. Potential Proponents are strongly encouraged to attend.

Ad dates: 5/3, 5/10 & 5/17