

REQUEST FOR PROPOSALS

Madison County, Mississippi

2016 HOME Program

Legal, Environmental Inspection Services and Surveying Services

The Board of Supervisors Madison County, Mississippi will accept sealed proposals from qualified firms to provide **Legal, Environmental (Asbestos/Lead Based Paint) Inspections and Surveying** services for the County's 2016 HOME Investment Act Partnerships Program (HOME) Grant. The 2016 HOME Investment Act Partnerships project will reconstruct one (1) home and rehabilitate seven (7) substandard housing units within the County.

The selected firms must have proven ability to effectively implement the rules and responsibilities related to the HOME – Homeowner Rehabilitation Program.

1. LEGAL

Legal consultation services as required for the implementation of the proposed improvement in accordance with State and HUD prescribed rules, Federal regulation, policies, and State law. Title opinions will also be required and will be priced on a per parcel or unit basis. Legal services may also include consultation services, the evaluation of all contracts, etc. The contract for services will be on a per unit basis.

2. ASBESTOS/LEAD BASED PAINT INSPECTOR (ENVIRONMENTAL)

The Asbestos/Lead Based Paint Inspector will perform inspections prior to demolition/reconstruction of units to determine presence and treatment of materials containing asbestos and/or lead based paint. The offeror for providing this service must be certified by the Department of Environmental Quality (DEQ) and a valid DEQ Certification Number. The contract for these services will be on a per unit basis (**reconstruction only**).

3. SURVEYOR (LAND/PARCEL SURVEYING)

The land surveyor will conduct the necessary field inspections for locating, establishing or reestablishing the boundaries and/or corners of lots, tracts and/or parcels of real property in accordance with acceptable procedural techniques. A site plan for the new dwelling must also be provided. The contract for these services will be on a per parcel basis (**reconstruction only**).

Those desiring consideration should submit proposals by the time and date stated below and must include the following:

1. **Qualifications:** List of qualifications of each staff person to be assigned to the project;
2. **Experience:** Information regarding the experience of the firm. This should include the types of projects undertaken;
3. **Capacity for performance:** Identify the title of staff available to be assigned to provide services; and
4. **Price** for non-surveying professional services.

Respondents for Administrative and Legal services will be evaluated according to the following factors:

- A. Qualification 30 points;
- B. Experience 30 points;

- C. Availability and Capacity of the Consultant 30 points; and
- D. Price 10 Points (non-surveying professional services).

Selection for **Legal Services** and **Environmental Inspection Services** will be based upon an evaluation of the written responses and the price. The award will be made to the most qualified offeror whose proposal is deemed most advantageous to the County of Madison all factors considered. Unsuccessful respondents will be notified in writing as soon as possible.

Interested parties must submit their qualifications for consideration by **June 1, 2018 at 1:00 p.m.** Responses received after this time will not be considered.

Information should be mailed to: Madison County Board of Supervisors, **ATTN: 2016 HOME RFP**, Post Office Box 608 Canton, MS 39046-0608. Proposals may be hand delivered to: Madison County Board of Supervisors, **ATTN: 2016 HOME RFP: 146 West Center Street** Canton, MS, 39046

This solicitation is being offered in accordance with state requirements governing procurement of professional services. Accordingly, the County of Madison reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject any and all responses deemed unqualified, unsatisfactory or inappropriate.

The Madison Board of Supervisors reserves the right to reject any and all proposals.

Shelia Jones, President
Publish May 24, 2018 Legal Section

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Please send invoice and notarized proof of publication to:

Send Invoice To:

Madison County Chancery Clerk
Post Office Box 404
Canton, MS 39046-0608

Send Proof of Publication To:

Madison County Chancery Clerk
Post Office Box 404
Canton, MS 39046-0608

Send Second Proof of Publication To:

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