

REQUEST FOR PROPOSALS

Housing Study

Project Scope and Deliverables

Responsive proposals will include detailed explanations of how the contractor will accomplish the following scope of work items:

Phase 1: Community Outreach

1. Identify mechanisms the contractor will utilize to engage the stakeholders of Mississippi, Pemiscot, Stoddard, Dunklin, New Madrid, and Scott Counties to foster inclusion of public input and participation.
2. Describe studies the contractor has completed for similar projects.
3. Identify advantages and challenges experienced in other rural regions with a similar demographic and geography that may impact the success of construction, rehabilitation, relocation, or housing redevelopment efforts within the region (case studies).

Phase 2: Feasibility Study

1. Identify potential locations and strategies for residential housing development within the six aforementioned population centers, up to and including:
 - a. Development, or construction, of single family or multi-family housing for the following categories:
 1. Workforce Housing
 2. Senior Citizen Housing
 3. Low-Income Housing
 4. Other Needed Housing Categories
 - b. Redevelopment of currently available housing sites so as to mitigate damages from future flooding disasters (i.e., land elevation, drainage improvements, other infrastructure improvements, etc.).
2. Identify approximate costs for each housing option. For example, approximate cost for development of housing sufficient to meet the need in each of the categories in 1.b. and approximate cost for redevelopment of current housing sites (i.e., land elevation, drainage improvements, etc.).
3. Explore other feasible solutions to address the need for safe, affordable housing in the four population centers and identify such alternatives.
4. Recommend and rank the most feasible and fiscally responsive solutions within each population center, and clearly document the methodology and rationale for each recommendation.

Rules of Submission:

1. After reviewing this RFP, please submit any questions to Bradley Clark at bradley@bootrpc.com by 4:00 pm CT on August 10, 2020
2. Your questions will be answered via e-mail as soon as possible and no later than 4:00 pm CT on August 10, 2020.
3. Your proposal must remain valid until November 30, 2020.
4. Bootheel Regional Planning Commission reserves the right to reject any or all proposals received if rules of submission are not followed.
5. Proposals should be e-mailed directly to: Bradley Clark at bradley@bootrpc.com or mailed to Bootheel Regional Planning Commission, c/o Regional Housing Study, 105 East North Main St. Dexter, MO 63841
6. The proposal should include, at a minimum, the following items:
 - a. A response to each of the scope of work items in Section 2
 - b. Proposed schedule with key milestones and an estimate of the amount of time required for key tasks
 - c. Any assumption or conditions imposed on the proposal
 - d. Background and experience of each key team member
 - e. Previous relevant project experience of the project team
 - f. Total fees for the proposed scope, including time and expenses, should be defined as a fixed fee amount
 - g. Maximum amount of compensation available for the project is \$34,996
7. Should you require any further clarification throughout this process, please contact Bradley Clark at bradley@bootrpc.com.
8. All materials submitted in response to this RFP will become the property of Bootheel Regional Planning Commission and shall be retained by Bootheel Regional Planning Commission.
9. Bootheel Regional Planning Commission may decide to award the entire amount of the proposal to single or multiple respondents.
10. Respondents will be notified via email.