**NON-LEGAL NOTICE**

**Statements of Qualifications**

NOTICE is hereby given that **the City of Waynesboro**, **Waynesboro**, **MS**, intends to solicit Statements of Qualifications for Professional Grant Preparer and Grant Administration Services on the Mississippi Home Corporation HOME Grant. Packages will be accepted until the hour of **4:00 p.m.** local time on **Tuesday, July 24, 2018** at the office of the **City Clerk, 714 Wayne St. Waynesboro, MS 39367. The recommended administrator selected by an appointed committee will be appointed during the Special Called Board Meeting of the City of Waynesboro on July 24, 2018 at 6:00 p.m.**

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

Those desiring consideration should submit proposals by the time and date stated above 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.

Respondents will be evaluated according to the following factors:

1. Qualifications: 20 Points

2. Experience: 20 Points

3. Capacity of the Consultant: 20 Points

4. Familiarity with the HOME Project: 40 Points

Interested parties must submit their qualifications for consideration by Tuesday July 24, 2018 at 4:00 p.m.

Information should be mailed to: Office of the City Clerk, ATTN: RFP 2018 HOME Project: 714 Wayne St. Waynesboro, MS 39367. Proposals may be hand delivered to: Office of the City Clerk, 714 Wayne St. Waynesboro, MS 39367

For more information contact Terri Seawright, City Clerk, at 601-735-4874

**Instructions to newspaper:**

**Publish in legal or non-legal July 12, 2018**