



April 23, 2020

911 Third Street
P.O. Box 1344
Prentiss, MS 39474
601-792-5196
Fax 601-792-5190

Charles A. Dumas
Mayor

Aldermen
Willard Davis
Mayor Pro Tempore
Rudy McNease
Levi McRaney
Hal Speights
Randy Stamps

Missy Jones
Clerk

Wes Daughdrill
Attorney

Albert Turnage
Municipal Judge

Alan Buffington
Pros. Attorney

April Taylor
Public Defender

Theresa Hall
Court Clerk

Wayne Bass
Fire Chief

Joe Bullock
Police Chief

Corky Holliman
Water Operator

Don Jones
Public Works Director

MS Procurement Technical Assistance Program
MS Development Authority
Minority and Small Business Development
PO Box 849
Jackson, 39205

Re: HOME Grant RFP

To Whom it May Concern:

The Town of Prentiss is soliciting Statements of Qualifications for Professional Grant Preparer and Grant Administration Services on the Mississippi Home Corporation HOME Grant. Enclosed is a copy of the advertisement for proposals that will appear in the local newspaper on April 24, 2020.

The project consists of reconstructing and/or rehabbing home-owner occupied houses within the Town of Prentiss. Sealed proposals will be accepted until the hour of 4:00 PM local time on Friday, May 8, 2020. Proposals will be opened during a Special Called Meeting of the Town of Prentiss at 6:00 PM on Monday, May 11, 2020.

Please let me know if you have any questions about the project. My email address is
prentiss@townofprentiss.com.

Sincerely,

Missy Jones
City Clerk

Enclosure(s)

NON-LEGAL NOTICE

Statements of Qualifications

NOTICE is hereby given that **the Town of Prentiss, Prentiss, 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 **May 8, 2020** at the office of the **City Clerk, 911 Third St. Prentiss, MS 39474**. **Qualifications will be read during the Special Call Board Meeting of the Town of Prentiss on Monday, May 11, 2020 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 May 8, 2020 at 4:00 p.m.

Information should be mailed to: Town of Prentiss, ATTN: RFP 2020 HOME Project, Post Office Box 1344, Prentiss, MS 39474. Proposals may be hand delivered to: City Hall, 911 Third St., Prentiss, MS 39474.

For more information contact Missy Jones, City Clerk, at 601-792-5196.



Instructions to newspaper:

Publish in legal OR nonlegal April 24