

**REVISED**

**REQUEST FOR PROPOSALS  
TO PROVIDE ADMINISTRATIVE SERVICES**

**2014 HOME INVESTMENT PARTNERSHIPS PROGRAM**

The Claiborne County Board of Supervisors will accept proposals to provide Grant Administrative Services for the 2014 HOME Investment Partnerships Program.

You are invited to submit a proposal in accordance with this request, to the Claiborne County Board of Supervisors no later than 3 p.m., Thursday, November 12, 2015. Responses received after this time will not be considered. Information should be mailed to : Claiborne County Board of Supervisors, ATTENTION: Ms. Brenda Buck, County Administrator, Post Office Box 449, Port Gibson, MS. 39150 or **hand delivered** to the: William (Matt) Ross Administrative Building, 2<sup>nd</sup> Floor, 510 Market Street, Port Gibson, MS.

The selected firm must have proven ability to effectively implement the rules and responsibilities related to the HOME Investment Partnerships Program.

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

1. **Qualifications (15 points):** List of qualifications of each staff person to be assigned to the project.
2. **Experience (20 points):** Information regarding the experience of the firm. This should include the types of projects undertaken.
3. **Capacity for performance (15 points):** Identify the title of staff available to be assigned to provide services.
4. **Familiarity with the HOME Project (50 Points).**

Interested parties must submit their qualifications for consideration by **Thursday, November 12, 2015 no later than 3 p.m.**