

**NOTICE OF REQUEST FOR PROPOSALS
FOR PROGRAM ADMINISTRATION SERVICES
PENDER COUNTY FY2008 CDBG SCATTERED SITE PROGRAM**

Pender County is applying for a FY2008 CDBG Scattered Site Housing Grant funded by the North Carolina Division of Community Assistance through the U.S. Department of Housing and Urban Development. The total estimated cost of the county's FY2008 CDBG-SS program is \$400,000, 100% of which will be financed with CDBG funds. During the course of the project, the county will require planning, general administration, housing inspection, and housing activities administration services from a private firm or non-profit agency.

If your firm is interested in providing professional services to Pender County for this program, please contact the Pender County Senior Planner's office at 910/259-1202, or in writing at the Pender County Senior Planner's office, 805 S. Walker Street, Burgaw, NC 28425. The county will mail detailed Instructions to Proposers to any firm contacting the county by April 30, 2008. The deadline for receipt of proposals is 5:00 p.m., May 9, 2008. Pender County is an equal opportunity employer and encourages proposals from minority- and women-owned firms.

**PENDER COUNTY: NOTICE TO CONTRACTORS
FY2008 CDBG-SS ACTIVITIES**

Notice is hereby given that Pender County is soliciting contractors and professional firms to perform planning, administration, legal work, and housing rehabilitation, replacement, and demolition work to be completed with anticipated FY2008 CDBG Scattered Site funds. The county is applying for a grant from the North Carolina Division of Community Assistance, which the county expects to utilize to undertake the repair or replacement of approximately four (4) deteriorated homes during 2008-09. The county will require the following services and supplies during implementation of this project:

- Planning/housing administration consultant.
- Attorney-at-law
- Housing rehabilitation contractors.
- Housing rehabilitation subcontractors and workers, including carpenters, electricians, plumbers, painters, insulators, brick masons, exterminators, and laborers.
- Residential building supplies.
- Demolition contractors.
- Manufactured home installation.

This publication is to notify interested parties that Pender County will utilize the following procedures, pertaining to equal opportunity employment and utilization of local businesses, during procurement of services and supplies necessary to complete this project.

1. In accordance with Section 3 of the Housing and Community Development Act, Pender County will advertise locally for jobs, contracts, and supplies, and will encourage participation in this project by businesses and workers located in Pender County, to the greatest extent possible.
2. Pender County will actively solicit minority- and female-owned businesses during procurement of supplies and contracts for this project.
3. In order to encourage participation by Section 3, minority, and female individuals and business owners, Pender County will list all jobs available through this program with the Pender County office of the North Carolina Employment Security Commission; will maintain a list of job training and business development resources in the county community development office; and will list all contracts and supplies to be procured with the Office for Historically Underutilized Businesses, 1336 Mail Service Center, Raleigh, NC 27699-1336, telephone number (919) 807-2330.
4. All individuals, particularly local, minority, and female individuals, who are interested in providing the services listed above, may register with the Pender County Senior Planner at 910/259-1202. – Ken Vafier, Senior Planner