

ADDENDUM 2

Proposals must be received no later than 4:00 p.m. on February 9, 2023.

ADDENDUM 1

Proposals must be received no later than 4:00 p.m. on January 5, 2023.

REQUEST FOR PROPOSALS

DEVELOPMENT OF LOCAL RECOVERY PLAN (LRP) AND PROGRAM ADMINISTRATION, PROJECT IMPLEMENTATION AND DELIVERY FOR DALLAS COUNTY, ALABAMA'S COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY (CDBG-DR) PROGRAM

The Alabama Department of Economic and Community Affairs (ADECA) is the State Administering Agency for the State of Alabama's Community Development Block Grant Disaster Recovery Program (CDBG-DR) funds in the amount of \$311,732,000 awarded to the State via the federal Disaster Relief Supplemental Appropriations Act (Public Law 117-43). On May 24, 2022, HUD published Federal Register Vol. 87, No. 100 (87 FR 31636) allocating a supplemental amount to Alabama of \$189,520,000 for a total allocation of \$501,252,000. These funds are to improve the disaster recovery and mitigation efforts in the State's most impacted and distressed areas resulting from Hurricanes Sally and Zeta that occurred in 2020. These funds are to build long-term resilience to natural disasters and meet impacts of climate change – with a specific focus on low-income and moderate-income populations – by directing expenditures on disaster relief, long-term recovery, restoration of infrastructure and housing, economic revitalization, and mitigation.

On September 20, 2022, the State of Alabama released the Draft Action Plan for Disaster Recovery for Hurricane Sally and Zeta for a 30-day public comment. This plan details how funds will be allocated to address remaining unmet needs in the HUD-identified Most Impacted and Distressed (MID) areas of Baldwin, Mobile, Escambia, and Clarke Counties, as well as State-identified MIDs of Dallas, Washington, Marengo, Wilcox, and Perry Counties. The Draft Action Plan requires each affected County to develop a Local Recovery Plan (LRP) as robust local planning efforts are integral to the identification of planning programs and/or projects that address remaining localized unmet needs working cooperatively with the municipalities. The LRP will include detailed application-ready projects ready for implementation to address impacts from the 2020 storms and build resilience for future storms.

The Dallas County Commission is soliciting proposals from interested professional consulting firms and individuals to assist the Dallas County Commission in the development of Local Recovery Plan (LRP) and once the plan is completed and approved by ADECA, subsequent program administration, project implementation and delivery of CDBG-DR grant awards. Individuals and companies possessing demonstrated experience in performing professional CDBG-DR grant consultant work, and who are interested in performing these services as a professional services contractor with the Dallas County Commission, are invited to respond to this Request for Proposals (RFP).

The Dallas County Commission seeks proposals to be submitted particularly from (i) respondents who have specific professional experience and qualifications in this type of federal and state disaster recovery grant work, (ii) respondents who are women-owned, minority-owned, or Section 3 professional consulting

businesses working in federal or state disaster recovery grant programs, and (iii) respondents who will partner with or subcontract with women-owned, minority-owned, or Section 3 professional consulting businesses working in federal or state disaster recovery grant programs.

LOCAL RECOVERY PLAN (LRP) DEVELOPMENT: The selected contractor will develop a LRP which will ensure that adequate community engagement and outreach efforts occur, including consultation and collaboration with local governments, nonprofits, advocacy groups and other impacted stakeholders, especially those that cater to vulnerable populations. The plan will be submitted to ADECA for review and approval prior to the implementation of local recovery efforts to ensure proposed programs/activities are eligible, address unmet recovery or mitigation needs, and adequately serve LMI and vulnerable populations. Planning efforts are critical to positioning Dallas County, City of Selma, Town of Orrville and Town of Valley Grande by understanding the recovery, resilience and mitigation needs of the communities through direct outreach to local partners, identification of and engagement with priority populations, support of regional collaboration, and pinpointing the necessary components required to successfully implement disaster recovery and mitigation projects. This process is intended to assist Dallas County, City of Selma, Town of Orrville, and Town of Valley Grande with engaging the community and identifying the most impactful programs and/or projects to address community unmet needs through the development of a Local Recovery Plan (LRP).

The intent of the LRP is to:

- Develop a Dallas County Local Recovery Plan (LRP) for eligible uses of available CDBG-DR funds, ensuring local input, greatest unmet needs and needs of hard to reach/vulnerable populations are addressed. The LRP will include the City of Selma, Town of Orrville, Town of Valley Grande in addition to the unincorporated areas of Dallas County.
- Allow Dallas County, the City of Selma, Town of Orrville and Town of Valley Grande to conduct an introspective capacity assessment and develop an implementation plan to ensure subrecipients will have the capacity to implement proposed projects. These assessments will help Dallas County effectively identify necessary internal and external resourcing (staff hiring or consultant) needs, procurement activities and responsibilities, fiscal obligations, and receive or pursue technical assistance.
- Identify programs and/or projects that address immediate recovery needs while further positioning communities to pursue long-term mitigation actions at scale. Eligible projects will be identified, prioritized and scoped so they are grant-application ready and will include projects located within Dallas County, City of Selma, Town of Orrville, and Town of Valley Grande.

This program is designed to promote sound, sustainable long-term recovery plans and programs and/or projects that account for the unique hazards, opportunities, vulnerabilities, and disaster impacts within Dallas County.

PROGRAM ADMINISTRATION, PROJECT IMPLEMENTATION AND DELIVERY: These tasks shall include, but not be limited to, preparation of grant applications for project identified in the LRP to be submitted to the Alabama Department of Economic and Community Affairs (ADECA). If the grant is awarded by ADECA, the project implementation and delivery of the project including the preparation of an environmental review record; preparation of all necessary documents to remove grant conditions; preparation of requests for state funds to ensure consistency with all Federal and State Accounting procedures; establish and maintain project files; monitor program progress; monitor compliance with all applicable Federal and State requirements; assist with the preparation of bid and contract documents; and preparation of all reports as required by ADECA inclusive of preparation of close-out documents for submission to ADECA upon project completion.

All applicants must submit their qualifications, list any prior experience with Community Development Projects in the State of Alabama, list any experience with other federally funded projects, and list any previous experience within the Dallas County Commission. All applicants must include a lump sum fee

for the development of the LRP. Fees associated with the program administration, project implementation and delivery shall follow the ADECA Policy on Administrative Cost – Policy Letter 12(a) dated October 1, 2008.

Proposals will be rated according to the following criteria:

1. Experience with the Community Development Block Grant Program project implementation and delivery-30 points
2. Professional qualifications-20 points
3. Knowledge and familiarity with the community-20 points
4. Experience with Local Recovery Planning -20 points
5. Cost of services to be provided-10 points

These proposals are being requested in accordance with 2 CFR 200 UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS, and the “modified” Common Rule as adopted by the State of Alabama. A contract will be awarded to the qualified applicant whose proposal is determined to be the most appropriate. The Dallas County Commission reserves the right to reject any or all proposals, and to waive any irregularities or informalities in the proposal process.

Envelopes containing proposals must be sealed and labeled on the outside as follows: “Proposal for Local Recovery Planning and Program Administration, Project Implementation and Delivery” and may be mailed or hand-delivered to Barbara Harrell, County Administrator, Dallas County Commission, 102 Church Street (physical), PO Box 987 (mailing), Selma, Alabama 36702. All proposals shall contain original signatures, facsimile copies will not be accepted. Proposal must be received no later than February 9, 2023 at 4:00- pm ~~January 5, 2023 at 4:00 pm~~ 4:00 p.m. on ~~December 8, 2022~~. All proposals will be evaluated, and an award decision will be made by the Dallas County Commission. The Dallas County Commission is an Equal Opportunity Employer. Funding for this project will be provided by the U.S. Department of Housing and Urban Development Community Development Block Grant program and all applicable federal requirements shall be met. Minority and women owned business enterprises, as well as Section 3 persons and businesses are encouraged to submit proposals. The selected contractor shall demonstrate their firm has an active registration in sam.gov.

Jimmy Nunn, Chairman
Dallas County Commission