

**PRINCE GEORGE'S COUNTY
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**

**Request for Proposals
FIVE-YEAR CONSOLIDATED PLAN AND FIRST YEAR ACTION PLAN**

The Prince George's County Department of Housing and Community Development (DHCD) is seeking proposals from interested and qualified parties with expertise and understanding of the U.S. Department of Housing and Urban Development's (HUD) formula block grant programs for the preparation of the County's Five-Year Consolidated Plan, First Year Action Plan, and Citizen Participation Plan, as an Entitlement Jurisdiction. The DHCD strongly encourages respondents with experience in:

1. Accessing HUD's eCon Planning Suite for completing a Five-Year Consolidated Plan and First Year Annual Action Plan;
2. Working with local governments in providing housing and community development related services and approving dispersals of Federal entitlement funds. This experience includes understanding government regulations in administering the various programs and their funding sources;
3. Completing and publishing housing related research at local and/or national level;
4. The County as a whole, as well as the following documents: the Comprehensive Housing Strategy – Housing Opportunity for All, Plan Prince George's 2035, recently adopted Zoning Ordinance and Subdivision Regulations and the Analysis of Impediments to Fair Housing Choice 2019 Update;
5. Establishing and maintaining relationships with pertinent local government agencies and national organizations in order to readily access housing data and statistics; and
6. Accessing and interpreting census data and objectively interpret statistical and demographic data to update information and data relevant to housing and community development.

Bidders must complete and respond to all requirements of this RFP. It is the bidder's responsibility to provide all specified materials in the required form and format. Responses that are not compliance will not be considered.

DHCD anticipates the term of the contract to commence no later than September 2019 and continue for a one-year period. Based on performance, the contract may be extended subject to the availability of funds.

The RFP is available at the Prince George's County Department of Housing and Community Development, 9200 Basil Court, Suite 306, Largo, Maryland 20774, by calling (301) 883-5457, or via DHCD's website at: <https://www.princegeorgescountymd.gov/1061/Public-Notices>

Proposals in response to this RFP must be received and time stamped by DHCD no later than Monday, July 29, 2019 at 5:00 p.m. EST in a sealed package and addressed to:

Prince George's County
Department of Housing and Community Development
9200 Basil Court, Suite 306
Largo, MD 20774
lbmurphy@co.pg.md.us

Prince George's County affirmatively promotes equal opportunity and does not discriminate on the basis of race, color, gender, religion, ethnic or national origin, disability, or familial status in admission or access to benefits in programs or activities.

By Authority of:

Estella Alexander, Acting Director
Department of Housing and Community Development
9200 Basil Court, Suite 500
Largo, Maryland 20774
Date: June 27, 2019