

## Request for Proposals

Human Resources Consultant Services for Charleston County Housing and Redevelopment Authority

Job No.: 201000

Release Date: October 04, 2020

Due Date: October 20, 2020

Due Time: 2:00 P.M.

Charleston County Housing and Redevelopment Authority (CCHRA) is soliciting a proposal from qualified firm or consultant for professional and technical services to provide human resource consulting services to CCHRA.

Proposals must be received no later than 2:00 p.m. on Tuesday, October 20, 2020. After this deadline, no other proposals or modifications will be accepted. One electronic copy of the proposal package should be delivered by email to [ewilliams@cchra.net](mailto:ewilliams@cchra.net).

Questions concerning the RFP submittal requirements should be directed to Eutopia Williams, CCHRA Procurement/Contracts Specialist, at [ewilliams@cchra.net](mailto:ewilliams@cchra.net) or (843) 628-6235. The deadline for questions is Wednesday, October 14, 2020. A copy of the proposal documents may be obtained by contacting Eutopia Williams, CCHRA Procurement/Contracts Specialist via email [ewilliams@cchra.net](mailto:ewilliams@cchra.net)

Proposal packages submitted will be evaluated by an evaluation committee selected by CCHRA and ranked by the evaluation factors: Qualification of Entity and Key Personnel 20%; Approach to Providing the Requested Scope of Work 25%; Cost 30%; Innovating and/or creative approaches to providing the services that provide additional efficiencies or increased performance capabilities 20%; Section 3 Business or Section 3 Outreach Plan 5%.

This project is federally assisted and will obligate the ultimate awardee not to discriminate in employment practices; adhere to Department of Labor requirements and otherwise to adhere to applicable federal requirements. Minority and women owned business are encouraged to respond. CCHRA reserves the rights to retain all proposal packages submitted and use any idea in a package regardless of whether the package is selected. CCHRA reserves the right to waive irregularities and to reject any and all proposals.

Erica Bryant, Interim Executive Director