

CLASSIFIEDS

REQUEST FOR PROPOSAL

CITY OF VANCOUVER, WASHINGTON

REQUEST FOR PROPOSAL #2-16 (RFP) FOR THE HOUSING REHABILITATION PROGRAM

Bid Date: Wednesday, February 3rd, 2016 at 3:00 p.m.

The City of Vancouver (City) is seeking request for proposal packets to complete client eligibility screening and loan processing for the Vancouver Housing Rehabilitation Program. This program has been in operation since October 2008. Funding for the Housing Rehabilitation Program will be provided by the City's Community Development Block Grant (CDBG) and HOME Investment Partnership programs funded through the Department of Housing and Urban Development (HUD) and as such will be subject to all local, State and Federal statutes applicable.

Request for Proposal packets may be examined at Vancouver City Hall, Customer Service Desk, 1st floor lobby, 415 W. 6th Street, Vancouver Washington. Request for Proposal packets may be obtained from the Builder's Exchange of Washington website, <http://bxwa.com>. Click on Posted Projects, Goods and Services, City of Vancouver and Projects Bidding links. These are available for viewing, downloading and printing at your own equipment free of charge. You may also link to the Builder's Exchange website through the City of Vancouver's Projects currently out for solicitation page.

Technical questions regarding this RFP should be directed to Peggy Sheehan, Community Development Grants Manager at (360) 487-7952 or by e-mail at: peggy.sheehan@cityofvancouver.us. Procurement related questions may be directed to Scott Cramer, Senior Procurement Specialist at (360) 487-8426 or by e-mail at scott.cramer@cityofvancouver.us.

Sealed responses will be received by the Procurement Services Manager of the City of Vancouver, Washington up to the hour of **3:00 p.m., Wednesday, February 3rd, 2016**. Responses delivered later will not be accepted. The City of Vancouver is not responsible for delays in delivery.

All responses to this request that are mailed through the United States Postal Service shall be addressed to the Procurement Services Manager, City of Vancouver, P.O. Box 1995, Vancouver, Washington 98668-1995. Please be advised that USPS deliveries requiring a signature may not be delivered in a timely manner as our receiving point is not staffed at all times and may not be available to sign at the time of delivery. Hand-delivered responses or responses not sent through the USPS, shall be delivered to the Vancouver City Hall, Customer Service Desk, 1st floor lobby, City of Vancouver, 415 W. 6th Street, Vancouver, Washington 98660. The United States Postal Service will NOT deliver to the street address.

All proposals shall be placed in a sealed envelope, which is clearly marked "**RFP #2-16 2016 HOUSING REHABILITATION PROGRAM**". Responses by **EMAIL or FAX will not be accepted**.

The City of Vancouver in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252,

42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises, as defined in 49 CFR part 26, will be afforded full opportunity to submit qualification statements in response to this invitation and will not be discriminated against on the grounds of race, color, national origin or sex in consideration for an award.

The City of Vancouver is committed to providing equal opportunities to State of Washington certified Minority, Disadvantaged and Women's Business Enterprises in contracting activities.

The City of Vancouver reserves the right to cancel this request or reject any and all responses submitted or to waive any minor formalities of this call if the best interest of the City would be served.

No respondent may withdraw their proposal after the hour set for the opening thereof, unless the award of contract is delayed for a period exceeding **ninety (90) days**.

Kevin Yin
Procurement Services Manager

Clark College is currently accepting applications for the following positions:

- Secretary Senior – Closing date 1/19/16
- Administrative Assistant 2 – Closing date 1/19/16
- Tenure Track Chemistry Instructor
- Tenure Track Phlebotomy Instructor
- Tenure Track Business Instructor
- Tenure Track Physics Instructor
- Tenure Track Mathematics Instructors
- Tenure Track Geology Instructor
- Tenure Track Music Instructor

For complete position description, requirements, salary, closing dates and to apply, access our website at www.clark.edu/jobs. Clark College Human Resources, 1933 Fort Vancouver Way, Vancouver, WA 98663 (360) 992-2105. AA/EO employer.

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