

## REQUEST FOR QUALIFICATIONS

### CITY OF TOLLESON

#### HOUSING REHAB SPECIALIST

The City of Tolleson is soliciting a Request for (technical) Qualifications (RFQ) for owner occupied housing rehabilitation services. The City is coordinating this RFQ and intends to have an executed rehab specialist contract by September 11, 2007. The funding source is the HOME Program of Housing and Urban Development (HUD). Total funds available FY 7-1-07 to 7-1-08 is approximately \$161,250.

The selected rehab specialist may be expected to do intake which involves the determination of applicant's eligibility under HOME and HTF and other federal or state programs. Also, prepare rehabilitation plans and specs and provide contractor bidding/construction oversight for approximately 4 single-family housing units. The rehab specialist will communicate with a contact person at City of Tolleson.

The City of Tolleson will endeavor to insure in every way possible that disadvantaged, minority and women operated businesses shall have every opportunity to participate in providing professional services to the City of Tolleson without being discriminated against on the grounds of race, religion, sex, age, or national origin.

The City of Tolleson is also responsible for ensuring compliance with Section 3, Part 135 of the Housing and Urban Development Act of 1968, involving all contracts and subcontracts. The City of Tolleson will award the bid based on qualifications and price.

A more detailed RFQ is available at City of Tolleson, 9555 W. Van Buren St, Tolleson, AZ 85353 or call Joy McClain at 623-936-7111.

**Deadline for submittal of proposals shall be no later than 3:00 p.m. on Tuesday, September 4, 2007.**