



VIRGIN ISLANDS HOUSING FINANCE AUTHORITY

Community Development Block Grant – Disaster Recovery
3438 Kronprindsens Gade • GERS Complex 1st Floor Suite 4
St. Thomas, USVI 00802-6447
Telephone: (340) 777-4432 • Fax: (340) 775-7913

Request for Proposal – RFP 001-2020-DR-STT/STX Community Development Block Grant Disaster Recovery (CDBG-DR) Program

The Virgin Islands Housing Finance Authority (“VIHFA”) is soliciting proposals from qualified and licensed firms or individuals (“Respondents”) to assist with providing technical services related to the preparation, completion, submittal and approval of \$774,188,000 for Hazard Mitigation and Electrical Grid Action Plan with its administration of U.S. Department of Housing and Urban Development (“HUD”) Community Development Block Grant - Disaster Recovery (“CDBG-DR”) funds. Bid documents may be obtained at all VIHFA locations located at: (a) #3438 Kronprindsens Gade, GERS Complex 1st Floor, Suite 4, (b) #3202 Demarara Plaza, Suite 200, St. Thomas, VI; and (c) Lagoon Street, Frederiksted, St. Croix, VI beginning on Tuesday, October 8, 2019 from 8:00 am to 4:00 pm. Bid packages are also available for download on <https://www.vihfa.gov/disaster-recovery/procurement>. Bids will be received until Thursday, November 7, 2019 at 4:00 pm at #3438 Kronprindsens Gade, GERS Complex 1st Floor - Suite 4, St. Thomas, VI 00802. This package defines the scope of services to be performed by the selected firm.

All responses will be evaluated in accordance with the selection criteria and point systems identified in the Request for Proposals.

A pre-proposal conference will be held on Friday, October 11, 2019 at 10:00 a.m. at #3202 Demarara Plaza, Suite 200, St. Thomas, VI 00802. Respondents may also participate via teleconference by dialing: 1-877-568-4106, Access Code 679-283-789.

Inquiries about the project may be directed to Nicole Roberts, at (340)-777-4432 ext. 4227 or nroberts@vihfa.gov by October 16, 2019. Answers to the questions will be posted on VIHFA website (www.vihfa.gov) by October 21, 2019. VIHFA reserves the right to accept or reject any and all proposals.



Daryl Griffith,
Executive Director