



VIRGIN ISLANDS HOUSING FINANCE AUTHORITY

3202 Demarara Plaza • Suite 200 • St. Thomas, USVI 00802-6447

Telephone: (340) 777-4432 • Fax: (340) 775-7913

Email: vihfa@vihfa.gov

Request for Proposals – RFP 006-2020-STT/STX Virgin Islands Housing Finance Authority

The Virgin Islands Housing Finance Authority is soliciting sealed bids from qualified individuals and/or firms to provide all services necessary for the development of a five-year Consolidated Plan which complies with all requirements of the Department of Housing and Urban Development (HUD) as outlined in the applicable regulations. The scope of services include conduct of consultations as necessary to gather information about the status of the Territory's available housing, homeless, and community development resources and to assess needs of special populations in order to assist VIHFA with the determination of appropriate strategic objectives, goals, and performance measures; development of the 2020-2024 Consolidated Plan and Program Year 2020 Annual Action Plan document and assist with preparation and submission of e-Con Plan in the Integrated Disbursement and Information System (IDIS). The Respondent shall also be responsible for preparing an updated Assessment of Impediments to Fair Housing.

Bid documents may be obtained beginning on Thursday, February 20, 2020, from 8:00 AM to 5:00 PM at the following VIHFA locations: #3202 Demarara Plaza, Suite 200, St. Thomas, VI and Lagoon Street Complex, Suite 4, Frederiksted, St. Croix, VI. Bid packages are also available electronically at <https://www.vihfa.gov/business/solicitation>. The deadline for submission of bids will be Thursday, March 20, 2020 at 4:00 PM at any of the aforementioned Virgin Islands Housing Finance Authority Offices.

A pre-proposal meeting will be held on Wednesday, March 4, 2020 at 11:00 AM in VIHFA's Training Rooms located at 3202 Demarara Plaza, Suite 200 on St. Thomas and 100 Lagoon Complex, Suite 4 on St. Croix, respectively.

Inquiries about the project may be directed to Flavia E. Logie, Esq., Special Counsel at flogie@vihfa.gov or Nicole Roberts, Procurement/Contract Officer at nroberts@vihfa.gov or via telephone at (340)-777-4432, ext. 4227. VIHFA reserves the right to accept or reject any and all proposals.

Daryl Griffith
Executive Director