



COMMUNITY DEVELOPMENT

CITY OF DURHAM

**Consulting Services to Oversee MWBE Contracting and
Davis-Bacon/Section 3 Compliance RFQ Workshop**

September 11, 2020

Agenda

- Welcome & Introductions
- Logistics
- City of Durham Affordable Housing Goals
- Overview of RFQ
- Process and Timeline
- Questions



Affordable Housing Goals



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City of Durham Affordable Housing Goals

1. Preserve and expand supply of affordable rental units and rental assistance, with a focus on households <50% Area Median Income (AMI)
2. Maintain affordability and protect very low-income households in neighborhoods experiencing significant housing cost increases
3. Engage the larger Durham community to make affordable housing a citywide priority



Affordable Housing Investment Program

- In November 2019, Durham voters approved a five-year, \$95 million affordable housing bond which will be combined with \$65 million from local and federal funding for a total of \$160 million investment to significantly increase the quality and quantity of the city's affordable housing stock.
- The City desires to leverage the investment of City funds to support the participation of historically underutilized minority and women business enterprises (MWBES) and to encourage local hiring on City-funded affordable housing projects.



Overview of RFQ



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RFP Scope of Work

- Providing training and technical assistance to recipients of City affordable housing funds on how to meet, and document, MWBE and local hiring goals;
- Identifying and outreach to MWBE firms to ensure that they are aware of potential contracting and subcontracting opportunities;
- Tracking and reporting on MWBE contracting and local hiring on a regular basis;
- Creating programs and tools to support local hiring efforts, such as a database of Section 3 eligible individuals;



RFP Scope of Work - *continued*

- Utilizing existing resources and networks to foster partnerships and collaborations in order to identify organizations and agencies that can help identify individuals to meet the hiring goals; and
- Completion of Davis Bacon and Section 3 monitoring and reporting for projects receiving HOME or CDBG funding from the City.



Proposed Contract

- City expects to select one or two firms through this RFQ
- City will negotiate with selected firm(s) to determine scope and budget for contract.
- City expects to enter into a three-year contract with the selected firm(s), with an option for a contract extension for up to two additional years.



RFQ Process and Timeline



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Revised RFQ Timeline

Date	Action
September 2, 2020	RFQ Issued
September 11, 2020	Proposal Workshop
September 2-16, 2020	Written questions and response period
Week of Sept. 21, 2020	Written questions and responses publicly posted
October 9, 2020	Qualifications due by 4:00 pm
October 12-23, 2020	Evaluation of Qualifications
Week of Nov. 2, 2020	Virtual Interviews
Week of Nov. 16, 2020	Notification of award/non-award
January 2021	Anticipated Execution of Contract

Submission Process

- RFQ describes information to be included in qualifications (Section D)
- Qualifications should be submitted electronically to communitydevelopment@durhamnc.gov, with 'Submission for MWBE RFQ' in the subject line.
 - Maximum attachment size limit of 75 MB



MWBE Requirements

- Equal Business Opportunity Program (EBOP): City ordinance providing contracting opportunities for economically disadvantaged businesses (*Sec 18-51*)
- City's of Durham Equity and Inclusion Department sets goals for the City, including all City RFPs
- No contracting goals have been set for this RFP, but applicants **must** submit following forms found in EBOP Professional Services Forms package:
 - Participation Documentation
 - Employee Breakdown - can substitute current EEO-1 form (corporate basis)



Evaluation Criteria

- Experience in following areas:
 - Tracking and reporting of MWBE utilization and local hiring
 - Delivery of training and technical assistance to developers and contractors to increase MWBE utilization and local hiring
 - Outreach to MWBE firms to engage them in contracting efforts
 - Outreach to low income job seekers, including track record supporting employment efforts for individuals with employment barriers
 - Davis Bacon and Section 3 compliance
 - Working in Durham or in cities similar in size and urban context to Durham.



Evaluation Criteria - *continued*

- Understanding of scope of work, as reflected in the proposed approach
- Qualifications and experience of key personnel
- Proposed budgets for sample tasks
- Participation of underutilized minority and women-owned business enterprises



Got Questions?

After this workshop, questions must be submitted in writing via E-mail to communitydevelopment@durhamnc.gov and must be received by 4:00 p.m. on or before September 16, 2020



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