

The Housing Authority of the City of Charleston
Request for Qualifications (RFQ)
Accounting Consulting Services
Job# 180510

The Housing Authority of the City of Charleston (CHA) is requesting qualifications from an accounting firm to perform Fee Accounting services. Qualifications package (three complete sets) must be submitted to The Housing Authority of the City of Charleston, 550 Meeting Street-Room 232, Charleston, SC 29403 no later than 2:00 p.m. on Tuesday, May 8, 2018. After this deadline, no other proposals or modifications to previously submitted qualifications packages will be accepted.

Information request for the qualification package and other inquiries may be directed to Priscilla Waring Lee, Procurement & Contracts Manager; email pml@chacity.org; phone (843) 720-5345; Fax (843) 973-3481 or to the address listed above.

Qualification packages submitted will be evaluated by a Finance Committee selected by CHA. The Finance Committee will rank the qualifications and experience of each firm according to the evaluation factors listed below:

Qualifications	20
Relevant Experience with housing authorities	30
Continuity of Staff	15
Ability to meet the time requirements	15
Method for providing the requested services.....	10
Cost	10

This contract is federally assisted; and will obligate the awardee not to discriminate in employment practices as mandated by the Davis-Bacon Act and Section 3 of the Housing and Urban Development Act of 1968. Minority and women owned business are encouraged to respond. CHA reserves the rights to retain all qualifications packages submitted and use any idea in a package regardless of whether the package is selected. The Housing Authority reserves the right to wave irregularities and to reject any and all proposals.

Donald J. Cameron, NAHRO Fellow, President & CEO