

REQUEST FOR PROPOSALS

Mobile Housing Board (“MHB”) has issued the following Request for Proposals (“RFP”) and is soliciting proposals from qualified firms interested in providing services in response to the following RFP.

INTERIM CONTROLLER SERVICES (RFP NO. MHB-22-R-2020) – Mobile Housing Board is soliciting proposals from qualified firms interested in providing Interim Controller services for a one (1) year term, firm fixed price contract with one (1) year option renewal. The Controller must possess excellent accounting skills, strong organizational, communication and written skills and should have extensive experience in working with large, troubled housing authorities. MHB’s intention to enter into indefinite delivery indefinite quantity contract(s) with one (1) or more qualified firms [the successful “Respondent(s)” or “Contractor(s)”, to provide these services.

Electronic Submission Due Date for the RFP Listed: January 27, 2021 by 2:00 P.M., CST

RESPONSES TO THE RFP LISTED ABOVE SHALL ONLY BE ACCEPTED BY ELECTRONIC SUBMISSION. The electronic submission must be made via posting the submission to MHB’s procurement website at procurement.mobilehousing.org prior to the submission deadline. No other form of response to the RFPs will be accepted. MHB **must** receive an electronic submission of each Respondent’s proposal no later than the Electronic Submission Due Date listed above for the applicable RFP.

A Request for Proposals information packet may be downloaded at procurement.mobilehousing.org. All communications regarding the RFP shall be in writing and must be submitted electronically through MHB’s procurement website.

All procurement actions facilitated by MHB will be conducted in an open, transparent and competitive manner. MHB supports solicitation of proposals and bids from all markets and gives qualified businesses, including those that are owned by minorities, women, small business enterprises, and Section 3 opportunities to do business with MHB as Contractors and Subcontractors.

Each solicitation is subject to the budget and fiscal provisions under which MHB operates and award of any contract(s) and/or subsequent task order(s) will be subject to funding availability and MHB’s determination of its needs.

MOBILE HOUSING BOARD

BY: Michael E. Pierce, Executive Director