

PUBLIC HEARING NOTICE

Butler County, on behalf of Broseley Senior Citizens Inc. Also known to the community as the Broseley Senior Center, will hold a public hearing at 9:30 a.m., Wednesday, May 22, 2024, at the Butler County Courthouse, 100 North Main Street, Poplar Bluff, to discuss the county's submission of an application for the Fiscal Year 23/24 Community Development Block Grant (CDBG) program.

The county is interested in obtaining all citizens' input on community development needs within the county. As part of the hearing process, citizens will be asked to verbally assist in the completion of a Needs Assessment document. The document will detail what the residents feel are the strengths and weaknesses of the community. The county needs as much local participation as possible to reflect the true desires of the community as a whole, as well as the comments relating to the proposed project application. The State has established a maximum request for each category. Activities that are eligible for funding include the improvement of public works, public facilities, housing rehabilitation, and others allowed by law. At least 51% of the funds must be used to benefit low-and-moderate-income persons. No displacement of persons is proposed.

The proposed project consists of expanding the Broseley Senior Nutrition Center dining room by approximately 25' x 60' (1,500 sq. ft.) for dining, office, walk in-cooler/freezer. The estimated cost of this project is \$500,000.

The county proposes to apply for approximately \$500,000.00 in CDBG Funding. At least 51% of the funds will be used to benefit low-and-moderate-income persons. All citizens are encouraged to attend and comment on the proposed activities.

For more information on the proposed project, or if you require special accommodation (including virtual participation or LEP assistance) at the hearing, contact Butler County Clerk Donna Hillis at (573) 686-8050.

Butler County is an Equal Opportunity Employer and invites submission of qualifications from minority and women-owned firms.

May 6, 2024

REQUEST FOR PROPOSALS PROFESSIONAL GRANT ADMINISTRATION SERVICES

Butler County, on behalf of Broseley Senior Citizens Inc. Also known to the community as the Broseley Senior Center, requests qualifications for preparation of a grant application and administration services to assist in a proposed project to be financed with Community Development Block Grant (CDBG) and other federal or state funding. The proposed project consists of expanding the Broseley Senior Nutrition Center by approximately 25' x 60' (1,500 sq. ft.) for dining, office, walk in-cooler/freezer. The estimated cost of this project is \$500,000.

Grant application preparation shall include, but is not limited to, preparation and submittal of all completed grant forms by the appropriate deadline, coordination with preliminary engineering report, etc.

Grant Administration services shall include, but are not limited to, the implementation of the project in conformance with the following CDBG compliance areas: environmental review, financial management, procurement, contract management, labor standards, equal opportunity/civil rights, citizen participation, acquisition/relocation, and close-out.

Costs associated with grant writing and grant administration shall be submitted as a separate lump sum bid and clearly defined. Contracts executed for grant administration shall be contingent upon the award of the grant and commitment of all project funds.

Information provided to the county shall include:

- (1) The firm's specialized experience and technical competence with respect to grant preparation, grant administration and related work;
- (2) The past record of performance of the firm with respect to such factors as accessibility to clients, quality of work, and ability to meet schedules;
- (3) Capability of carrying out all aspects of grant related activities;
- (4) Cost of services (clearly separate the costs associated with grant preparation and grant administration services);
- (5) Documentation of E-Verify requirements; and,
- (6) References from previous clients of related work with the firm within the past five years.

1, 2, and 4 above shall receive priority weighting in the final selection.

This information must be submitted no later than Monday, May 20, 2024, at 9:00 a.m. to Donna Hillis, the County Clerk, Butler County Courthouse, 100 North Main Street, Poplar Bluff, Missouri 63901. For more information contact the County Clerk at (573) 686-8050. Butler County is an Equal Opportunity Employer and invites submission of qualifications from minority and women-owned firms.

Butler County is an Equal Opportunity Employers and invites the submission of proposals from minority, women, and Section 3-owned firms.

May 6, 2024

REQUEST FOR QUALIFICATIONS PROFESSIONAL ARCHITECTURAL SERVICES

Butler County, on behalf of Broseley Senior Citizens Inc. Also known to the community as the Broseley Senior Center, requests qualifications for preliminary architectural services and subsequent architectural design and inspection services to assist in a proposed project to be financed with Community Development Block Grant (CDBG) and other federal or state funding. The proposed project consists of expanding the Broseley Senior Nutrition Center by approximately 25' x 60' (1,500 sq. ft.) for dining, office, walk-in cooler/freezer. The estimated cost of this project is \$500,000.

Information provided to Butler County must include:

1. The specialized experience and technical competence of the firm with respect to building expansions and related work;
2. The capacity and capability of the firm to perform the work in question, including specialized services, within a period of twenty-four months from the project start date;
3. The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules;
4. The firm's proximity to and familiarity with the area in which the project is located;
5. References from previous clients of related work with the firm within the past five years; and,
6. Documentation of compliance with E-Verify requirement.

The firm will be selected based on the above qualifications. Once the most qualified firm is selected, a cost for preliminary engineering, surveying, and design will be negotiated separately. Contracting for these activities shall occur separately, and costs/payments associated with each will be clearly defined. Contracts executed for engineering design, construction inspection, surveying, and related services shall be contingent upon the award of the grant and commitment of all project funds.

The above information should be submitted no later than Monday, May 20, 2024, at 9:00 a.m., to Donna Hillis, the County Clerk, Butler County Courthouse, 100 North Main Street, Poplar Bluff, Missouri 63901. For more information, contact the County Clerk at (573) 686-8050.

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