



Mayor, Gary K Hodnett

Vice Mayor, Bob Majure

Town Council 2023

Kathy Keesee
Gary Poindexter
Jermiah Knowles
Glenn Mitchell

**Town of Hurt Request for Proposals for Professional Financial Services for
Waterworks Business Operations Plan (Fulfilling VDH Guidelines)**

- I. General: The Town of Hurt is seeking proposals from qualified financial firms to provide professional financial services for preparation of a (Waterworks Business Operational Plan) in accordance with VDH guidelines. Please submit your proposal of services and a statement of qualifications for these proposed services to Gary Hodnett, Mayor. Proposals must be received no later than 2:00 p.m., (June 28, 2023), to be considered. The Town reserves the right to negotiate with any and all individuals or firms submitting proposals, in accordance with 40 CFR 31.36. (See 40 CFR 31.36 at http://www.access.gpo.gov/nara/cfr/waisidx_02/40cfr31_02.html) The Town of Hurt is an Equal Opportunity Employer. Small, minority, and women-owned firms are encouraged to submit proposals. The Town will select one firm to provide the services requested using the “Competitive Negotiation Procedure for Professional Services” as outlined in the State Procurement Act.
- II. Scope of Services: The work would result in the creation of a Comprehensive Financial Review, Capital Planning Model, and a Financial Policy Creation and Monitoring Tool(s) that will assist the Town with:
 - Evaluation of the Town’s overall fiscal health;
 - Assessing credit strengths and challenges;
 - Evaluation of Key Debt Ratios;
 - Evaluating existing and/or implementing new Financial Policies (Debt and Reserves); and
 - Multi-year long-term capital planning and funding approaches as well as any potential impact on fees and/or user rates.
- III. Contents of Proposals: Each firm which wishes to submit a proposal in response to this Request for Proposals (RFP) must submit three (3) copies of their proposal (maximum 10 pages single-sided or 5 pages double-sided), bound with a cover, along with a transmittal letter of not more than 1 page.
- IV. Evaluation of Proposals: Selection criteria shall include the information contained in Firm Background, Experience with Similar Projects, Team Resumes, references, experience with VDH funding program. The proposals will be ranked, and negotiations will begin with the top-ranked Offeror in accordance with the State Procurement Act.

- V. Rejection of Proposals: The Town reserves the right to reject any or all proposals received.
- VI. Labor and Civil Rights Provisions: Offerors shall comply with the following: President's Executive Order #11246 prohibiting discrimination in employment regarding race, color, creed, sex, or national origin; the President's Executive Order #12138 and #11625 regarding utilization of MBE/WBE firms; the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990; and the Age Discrimination and Employment Act. Offerors must certify that they do not or will not maintain or provide for their employees any facilities that are segregated on the basis of race, color, creed, or national origin.
- VII. Deadline: All proposals must be received by 2 pm on June 28, 2023, local prevailing time. Proposals shall be mailed or delivered to Gary Hodnett, Town Mayor, P.O. Box 760 Hurt Virginia, 24563 or 533 Pocket Road, Hurt, Virginia 24563. For questions regarding this procurement please contact: Gary Hodnett, gary.hodnett@townofhurtva.gov, phone #, 434-608-0554