

**PUBLIC NOTICE OF REQUEST FOR QUALIFICATIONS (RFQ)  
FOR CONSULTANT SERVICES**

The Board of Ashland County Commissioners is applying for a Community Development Block Grant from the Ohio Development Services Agency to fund its PY 2025 Allocation Program. The County is interested in acquiring the services of a consultant to provide the necessary services to manage the Fair Housing portion of the grant.

Procedures for selection of the consultant will be in accordance with procurement requirements of the Ohio Small Cities Handbook and the provisions of the Ohio Revised Code.

All proposals will be evaluated in terms of experience, performance and capacity. The type of experiences desired are: experience with state and federal compliance requirements, experience running Fair Housing programs and experience with field supervision. Performance will be assessed in terms of timeliness, completing work within budget on time and quality of work. Capacity will be evaluated in terms of number and type of staff to be assigned tasks, staff experience and staff time availability. The County will begin negotiations with the respondent obtaining the highest total score in the evaluation process.

All submissions shall be made to the Ashland County Commissioners, Attn: Nikki Hiller, 110 Cottage St., Ashland, Ohio 44805 by 4:00 p.m. on Monday, March 31, 2025. If you have any questions, please contact Nikki Hiller at 419-282-4263 from 8:00 a.m. to 4:00 p.m. Monday through Friday.

By Order of the Ashland County Commissioners

By: Nikki Hiller, Clerk