

**REQUEST FOR PROPOSALS RFP# 184357
OFFICE OF CONTRACTING AND
PROCUREMENT ON BEHALF OF
MICHAEL E. DUGGAN, MAYOR
CITY OF DETROIT
HOUSING AND REVITALIZATION DEPARTMENT**

NOTICE OF REQUEST FOR INTERNAL AUDITING SERVICES (CDBG- DISASTER RECOVERY)

The City of Detroit invites organizations to submit Proposals to provide Internal auditing services for housing and urban development funded programs through the U.S. Department of Housing & Urban Development (HUD).

All proposals must be prepared and submitted online using the City’s “Oracle” system. Respondents must register in Oracle before a proposal can be submitted. Proposals must be submitted via Oracle by March 6, 2024, by 3:00 PM EST Paper copies of Proposals will not be accepted. The public recording of Proposal submissions will take place on March 6, 2024, by 3:30 PM EST via Microsoft Teams.

To obtain information regarding Oracle, please visit the City of Detroit Office of Contracting and Procurement webpage at <https://detroitmi.gov/supplier> .

SELECTION & EVALUATION CRITERIA

Responses submitted by the deadline, March 6, 2024, by 3:00 PM EST will be reviewed and ranked by a review panel. All Proposals will go through a selection and ranking process. Proposals will be selected based on the respondent’s ability to demonstrate their capacity to implement a successful evaluation program, the City’s priorities, and project ranking.

Selected Proposals must meet all the requirements listed below, to be considered.

Administrative Requirements for Subrecipient & Related Agreements, Contractors and Subcontractors and Related Contracts:

- 2 CFR part 200. Grantees, subrecipients, and contractors are subject to the administrative requirements of 2 CFR part 200, as they may be amended from time to time, as applied by Article X.C.-E. Where any previous or future amendments to 2 CFR part 200 replace or renumber sections of part 200 that are cited specifically in the NOFA or Grant Agreement, activities carried out under the grant after the effective date of the part 200 amendments will be governed by the part 200 requirements as replaced or renumbered by the part 200 amendments.
- For-profit subrecipients are subject to the requirements of 2 CFR Part 200, Subparts A-E. The Grantee is responsible for establishing audit requirements consistent with 2 CFR 200.501(h).
- Grantee Responsibilities Regarding Contractors and Subcontractors. Grantees that are subject to 2 CFR Part 200 as described in (B)(1) of this Article will be responsible for the following:
 - Grantee shall obtain the services of a for-profit entity through a competitive procurement under 2 CFR Part 200. However, if the Grantee can demonstrate to HUD that the services to be provided by the for-profit entity can be obtained only from that one source, the Grantee may request HUD approval to select the entity under a non-competitive procurement in accordance with 2 CFR 200.320(c).
 - Consultant Services. Grantees shall obtain consultant services provided under an independent contractor relationship pursuant to 2 CFR Part 200. Trigger for the Submission of Contracts. Contract documents must be submitted to HUD for prior approval if required by 2 CFR Part 200, Subpart D, or if requested by HUD. Any modification of such contracts is

also subject to HUD's written approval before execution.

- Debarred or Suspended Parties. Contractors must comply with 2 CFR 200.214.

Proposals will be ranked and scored on a 100-point scale. Note: The City reserves the right to cancel this RFP or to reject, in whole or in part, any and all submissions received in response to this RFP upon its determination that such cancellation or rejection is in the best interest of the City.

Proposals submitted by March 6, 2024, deadline will be reviewed. Late responses will not be accepted.

The RFP package with the required forms will be available via Oracle on February 7, 2024.

SCORING

Experience & Qualifications 50 pts.

Proposed Plan/Scope of Work 20 pts.

Pricing (Budget/ Fixed Fee/Rates/Etc.) 30pts.

RFP Pre-Proposal Conference

Pre-Proposal Conference will be hosted by, Housing and Revitalization Department and, the Office of Contracting and Procurement on February 14, 2024, at 2:00 PM EST.

Pre-Bid Conference will be available on Microsoft Teams at:

<http://tinyurl.com/57bjb6cy>

Meeting ID: 279 644 024 225

Passcode: HfEotx

Or call in (audio only)

[+1 469-998-6602](tel:+14699986602), [301476599#](tel:+1301476599)

Phone Conference ID: 301 476 599#

The conference is designed to help organizations successfully submit their responses. **Interested parties are strongly encouraged to attend the Q&A session.**

Office of Contracting and Procurement RFP Contact:

Chris Jones, Contracting and Procurement Specialist

cjones@detroitmi.gov

Notice of Non-Discrimination: The City of Detroit does not discriminate on the basis of race, color, creed, national origin, age, handicap, sex or sexual orientation. Complaints may be filed with the City of Detroit, Civil Rights, Inclusion, Opportunity, Coleman A. Young Municipal Center, Detroit, Michigan 48226.