

## LYNN HOUSING AUTHORITY & NEIGHBORHOOD DEVELOPMENT

### HMIS SERVICES - REQUEST FOR PROPOSALS (RFP)

The Lynn Housing Authority & Neighborhood Development (LHAND) is seeking Proposals from qualified software vendors to provide HMIS Services for the Lynn Continuum of Care (LCoC) Programs. Specifications will be available on Monday February 1, 2021 at 10 am and may be obtained from: Jim Finigan – Procurement Manager, by e-mail at: [jfinigan@lhand.org](mailto:jfinigan@lhand.org).

Non-price Proposals with all pertinent qualifications and signed Declaration Forms must be submitted in a separate, sealed envelope clearly marked: **QUALIFICATIONS**. A second separate, sealed envelope containing ONLY the Cost Proposal must be submitted at the same time, clearly marked: **COST PROPOSAL**.

**Both Proposal envelopes must be submitted, by USPS, comparable delivery service, or hand delivery to Danielle M. Hoyt – LCoC Lead – 39 Curwin Terrace – Lynn – MA. – 01905, by 12 noon Monday March 1, 2021. Due to the Covid-19 restrictions, any hand delivered proposals should be left in the provided locked Drop Box at 39 Curwin Terrace, prior to the above stated deadline, made to the Attention of: Danielle Hoyt. No emailed Proposals will be accepted.**

Declarations regarding Public Contract Debarment under MGL Chapter 29 - Section 29F, Certificate of Non-Collusion - MGL Chapter 40, Section 4B ½ or Chapter 30, as applicable, Attestation Statement of Payment of Taxes - MGL Chapter 62C Section 49A, and the Affirmative Action Plan form should be signed and submitted with original signatures and included with Proposals.

The LHAND reserves the right to reject any and all Proposals and to waive any informalities therein if it is deemed to be in its best interest.

The LHAND Board of Commissioners and Executive Director Charles Gaeta will do the Notice of Award and the actual awarding of this contract.

This is bid under MGL Chapter 30B.

Jim Finigan- LHAND

Procurement Manager