**OCRA Qualifications Based Selection (QBS)\_ Request for Qualifications (RFQ) Procurement Policy for CDBG-FUNDED Planning Projects**

Effective August 15, 2022- OCRA will adjust its current Planning Grant process and reinstate the requirement for Qualified Based Selection (QBS) to be completed *before* award on CDBG-funded planning projects.

The Community Development Block Grant (CDBG) program requires the Qualifications Based Selection (QBS) procurement method for architectural and engineering services. Based on feedback received from key rural stakeholder groups, OCRA has determined that procurement is an expensive process for communities as well as engineering firms.  If all available planning grant funds have been exhausted before the end of the program year, communities may be required to apply in two different fiscal year grant programs and could, therefore, benefit from being able to reuse previously completed procurements in subsequent planning application rounds.

Applicants must continue to use the Qualifications Based Selection (QBS) or Request for Qualifications (RFQ) process for architectural/engineering services, as laid out in the CDBG Handbook. This process should begin after the applicant has met with OCRA about their desired planning project to allow for the inclusion of any additional scope of work (SOW) items identified through discussions with OCRA staff and/or a site visit.

These procurements will be considered valid for 12 months from the date of completion. After that time, the procurement will be deemed expired and must be redone to apply or to reapply for CDBG funding.

EFFECTIVE DATE: August 15, 2022