

LEGAL NOTICE  
HILLSBOROUGH COUNTY  
NEW HAMPSHIRE

**Request for Proposal**

For

**Program Design, Administration, Management, Reporting and  
Compliance Consultant Services  
For Hillsborough County allocations from the federal American Rescue  
Plan Act (ARPA)**

Hillsborough County  
Goffstown, NH

Notice is hereby given that the Hillsborough County Board of Commissioners is seeking proposals and the submission of qualifications for the Program Design, Administration, Management, Reporting and Compliance Consultant Services for Hillsborough County allocations from the federal American Rescue Plan Act (ARPA) of 2021.

Sealed Proposal submitted in duplicate, clearly marked as “Request for Proposal – ARPA Consultant Response” must be received in the Commissioners’ Office of Administration and Finance, 329 Mast Road, Suite 114, Goffstown, NH 03045 no later than **August 16, 2021, at 2:00 p.m.** Proposals received after this date and time will not be viewed. Fax transmissions or email submissions will not be accepted. Proposals will be opened publicly at that time and place.

The Request for Proposal may be viewed at the Commissioners’ Office of Administration and Finance during regular business hours, Monday through Friday 8:30 am to 4:30 pm or on the County’s website [www.hcnh.org](http://www.hcnh.org) For further information, please contact Chad D. Monier, County Administrator, Commissioners Office of Administration and Finance, 329 Mast Road, Suite 114, Goffstown, NH 03045. [cmonier@hcnh.org](mailto:cmonier@hcnh.org)

The Hillsborough County Board of Commissioners reserves the right to accept or reject any and all Proposals to waive or disregard minor irregularities, informalities, or deficiencies. The Hillsborough County Board of Commissioners reserves the right to amend this Request for Proposal at any time prior to the receipt of Proposal. The Hillsborough County Board of Commissioners further reserves the right to cancel this Request for Proposal, in whole or in part, at any time. The Hillsborough County Board of Commissioners shall be the sole determining factor as to what constitutes an acceptable bid. The bid award shall be subject to annual funding appropriations.

This Request for Proposal is presented in accordance with New Hampshire RSA 28:8-e. This bid will be awarded consistent with said statute.