

# COMBINED PROCUREMENT OF ENGINEERING & ADMINISTRATION/PROFESSIONAL SERVICES

## *For Application Preparation and Grant Contract Implementation Services*

### PUBLIC NOTICE

The City Santa Rosa seeks to develop an application to the Texas Department of Agriculture for the 2025-2026 Community Development Fund for eligible activities associated to the Texas Community Development Block Grant Program. Accordingly, the City is separately soliciting (A) proposals from Administrative Consultants for Application Preparation and Project Administration and (B) qualifications from Texas-Registered Engineers to provide engineering services associated to Application Preparation and Project Implementation. Firms and/or individuals should have past experience with federally funded programs.

Please electronically submit your proposal of services and/or a statement of qualifications in PDF format via email to the address below:

ATTN:

Jared Hockema

City Manager

City of Santa Rosa

[jared.hockema@frontera-rgv.com](mailto:jared.hockema@frontera-rgv.com)

Submittals for these services shall be the City no later than **3:00 PM on Monday, February 10, 2025**, which is at least ten (10) days after this publication and contact dates of RFP/RFQ. The same firm will not be awarded contracts to provide both services. The City reserves the right to negotiate with any and all individuals or firms that submit proposals, as per the Texas Professional Services Procurement Act and the Uniform Grant and Contract Management Standards. Section 3 Residents and Business Concerns, Minority Business Enterprises, Small Business Enterprises, Veteran Business Enterprises and Women Business Enterprises are encouraged to submit proposals.

The City of San Rosa is an Affirmative Action/Equal Opportunity Employer