

City of Rio Hondo

Request for Proposal (RFP) for Administration Professional Services

March 30, 2023

Re: **Texas General Land Office ("GLO") Community Development Block Grant Disaster Recovery-Mitigation (CDBG-MIT) Program**

Dear Service Providers:

Attached is a copy of the City of Rio Hondo Request for Proposals ("RFP") for professional administration services. These services are being solicited to assist the Rio Hondo in its application(s) for and implementation of one or more contracts, if awarded, from the GLO's CDBG – MIT program. The City of Rio Hondo is considering applying for such funding for construction and activities.

Service providers may submit proposals for any or all activities. Multiple contracts may be awarded as a result of this solicitation. The Rio Hondo will, in its sole discretion, determine the number of contracts awarded, and may decide not to award any contracts.

The submission requirements for this proposal are included in the attached RFP. Please submit a proposal of services and statement of qualifications to:

Ben Medina, Jr. City Administrator
121 N. Arroyo Blvd.
bmedina@riohondo.us

The deadline for submission of proposals is **Monday, April 24, 2023 at 2:00 pm** It is the responsibility of the submitting entity to ensure that the proposal is received in a timely manner. Proposals received after the deadline will not be considered for award, regardless of whether or not the delay was outside the control of the submitting provider. The City of Rio Hondo reserves the right to negotiate with any and all service providers submitting timely proposals.

City of Rio Hondo is an Affirmative Action/Equal Opportunity Employer. Section 3 Residents, Minority Business Enterprises, Small Business Enterprises, Women Business Enterprises, and Labor Surplus Area firms are encouraged to submit proposals.

Sincerely,

Ben Medina, Jr. City Administrator