

SAMPLE NEWSPAPER ADVERTISEMENT

GRANT (ENGINEERING & ADMINISTRATION/PROFESSIONAL SERVICES)

PUBLIC NOTICE

The City/County of _____ seeks to develop an application to the Texas Department of Agriculture for the 2017/2018 Community Development Fund for eligible activities associated to the Texas Community Development Block Grant Program. Accordingly, the City/County 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 submit a proposal of services and/or a statement of qualifications to:

Insert City/County contact person

Insert City/County full address

Submittals for these services shall be received by the City/County no later than _____ am/pm on _____ (Date), which is at least ten (10) days after this publication and contact dates of RFP/Q. The same firm will not be awarded contracts to provide both services. The City/County 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 and Women Business Enterprises are encouraged to submit proposals.

The City/County of _____ is an Affirmative Action/Equal Opportunity Employer

[NOTE TO GRANT RECIPIENT: The proposal deadline must be no less than 10 (ten) days after the publication of this advertisement and the contact dates of the RFP/Q.]