

BRENT HINCKLEY Mayor  
JOHN PALACIO City Administrator  
PATTIE ALLEN City Secretary  
P.O. Box 68  
124 Moody Street  
Mason, Texas 76856



Commissioners:

ANNETTE THOMAS	District 1
HAP HEDGES	District 2
SUE PLEDGER	District 3
ROBIN LEE	District 4

**Request for Qualifications (RFQ) for  
Engineering/Architecture/Surveying Services - Cover Letter  
Pre-Award and Post-Award Services**

Re: Proposed Contract Funding for the 2020 Downtown Revitalization (DRP) Fund

To whom it may concern:

Attached is a copy of the City of Mason Request for Qualifications for preliminary engineering services and design engineering services. These services are being solicited to assist the City of Mason in its application and project implementation of a contract, if awarded, from the 2020 Downtown Revitalization (DRP) Fund of the Texas Community Development Block Grant Program of the Texas Department of Agriculture – Office of Rural Affairs (TDA). The City of Mason will be applying for such funding to support public infrastructure improvements in the City of Mason.

The submission requirements for this proposal are also included on the attached Request for Qualifications (RFQ) form. Firms and/or individuals should have past experience with federally funded programs. All respondents must be registered with SAM.gov. Please submit a proposal of services and statement of qualifications to:

John R. Palacio, City Administrator  
City of Mason  
124 Moody Mason, Texas 76856

The deadline for submission of proposals is 4pm on July 16, 2020. The City of Mason reserves the right to negotiate with any and all persons or firms submitting proposals, per the Texas Professional Services Procurement Act and the Uniform Grant and Contract Management Standards.

The City of Mason is an Affirmative Action/Equal Opportunity Employer.

Sincerely,

Brent Hinckley, Mayor

Telephone 325-347-6449 Fax 325-347-5955  
E-mail: [www.mason.tx.citygovt.org](http://www.mason.tx.citygovt.org)

## **PUBLIC NOTICE**

The City of Mason seeks to develop an application to the Texas Department of Agriculture for the 2020 Downtown Revitalization (DRP) Fund for eligible activities associated to the Texas Community Development Block Grant Program. Accordingly, the City is soliciting 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. All respondents must be registered on SAM.gov. Please submit a proposal of services and/or a statement of qualifications to:

John R. Palacio, City Administrator  
City of Mason  
124 Moody Mason, Texas 76856

Submittals for these services shall be received by the City no later than 4pm on July 16, 2020, which is at least ten (10) days after this publication and contact dates of RFP/Q. 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 and Women Business Enterprises are encouraged to submit proposals.

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