

**Request for Proposal {RFP} for Planning Services
Cover Letter**

February 24, 2026

Re: Texas General Land Office ("GLO") Community Development Block Grant-Mitigation (CDBG-MIT) Resilient Communities Program (RCP)

Dear Service Providers:

Attached is a copy of the City of Gonzales' Request for Proposals ("RFP") for **planning services**. These services are being solicited to assist the City of Gonzales with the development, adoption, and implementation of modern and resilient building codes and flood damage prevention ordinances, as part of a Comprehensive Plan. The City of Gonzales has procured Grant Administration Services and been awarded a \$172,000 CDBG-MIT grant which will be administered by and implemented through the Texas General Land Office fund. **This RFP is for Planning Services only. The dollar amount allocated for Planning Services is \$150,000.**

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

Kristina Vega, City Secretary
citysecretary@gonzales.texas.gov

The deadline for submission of proposals is 2:00 p.m. on Tuesday, March 24, 2026. 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 Gonzales reserves the right to negotiate with any and all service providers submitting timely proposals.

The City of Gonzales 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,

Kristina Vega, City Secretary