**Jackson County, Florida**

**Request for Proposals for**

**Grant Administration Services for a**

**2017 Economic Development Grant**

Jackson County Board of County Commissioners, Florida, hereby requests proposals from qualified individuals or firms to provide Administration Services for a State of Florida 2017 Small Cities Community Development Block Grant-Economic Development Project.

Jackson County intends to construct a 50,000 sf manufacturing building for lease to the

participating party company using a combination of CDBG, EDA and other funds. Other Non-

CDBG funded related activities to be constructed as part of the project include water, sewer,

natural gas, stormwater, and roadway improvements. Non-CDBG funded activities may be

considered federalize and subject to CDBG requirements including the City of Marianna’s

associated Rural Infrastructure Grant. The Grant Administration and project implementation

must fully adhere to all current state and federal requirements including HUD-CDBG, EDA and

State Rural Infrastructure Grant.

Proposal requirements for CDBG Administration services and a complete description of the project may be requested by contacting the Jackson County Administration Purchasing Office, at 2864 Madison Street, Marianna, Florida 32448 (Phone) 850-482-9633 or online at [www.jacksoncountyfl.net](http://www.jacksoncountyfl.net) click on current bids/RFP’s.

Six (6) copies of sealed proposals marked “Sealed Proposals for Grant Administration Services for a 2017 CDBG Grant” **must be received by 2:00 PM, CT on Tuesday, May 26, 2020** at the Jackson County Administration Purchasing Office, Attn: Traci Taylor, Procurement Officer, at 2864 Madison Street, Marianna, Florida 32448.

Jackson County is an Equal Employer/Handicap Accessible/Fair Housing Jurisdiction

Board of County Commissioners

Clayton Rooks, III By: Clint Pate

CLERK OF CIRCUIT COURT BOARD CHAIRMAN