

TOWN OF MOUNT OLIVE  
REQUEST FOR PROPOSALS FOR  
GRANT ADMINISTRATION SERVICES

The Town of Mount Olive has received a Community Development Block Grant-Neighborhood Revitalization (CDBG-NR) award in the amount of \$950,000 from the North Carolina Department of Commerce for the 2023 CDBG-NR Project which includes 3 housing units to be rehabilitated/reconstructed and 1 unit to be rehabilitated. These houses are scattered throughout Town. The project will take place over the next 36 months. The Town is soliciting proposals for grant administration services to assist the Town in the administration and management of this project in compliance with all applicable requirements under the North Carolina CDBG-NR Program. The fee for grant administration services will be paid with CDBG-NR funds. Copies of the detailed request for proposals (RFP), including a description of the services to be provided by respondents, the minimum content of responses, and the factors to be used to evaluate the responses, can be obtained by contacting Sherry Davis, Town Clerk, [secretary@townofmountolivenc.com](mailto:secretary@townofmountolivenc.com) (919-658-9539, Ext. 1) or by visiting the Town Hall located at 114 E. James St, Mount Olive, NC 28365. The above information should be submitted no later than 11:00 a.m., Friday, May 31, 2024, to Jammie Royall, Town Manager, Town of Mount Olive, P.O. Box 939, Mount Olive, NC 28365 or delivered to Jammie Royall at 114 E James St, Mount Olive, NC 28365. For more information, contact Sherry Davis, Town Clerk, at 919-658-9539, Ext. 1. The Town of Mount Olive is an Equal Opportunity Employer and Service Provider and invites the submission of proposals from minority and women-owned firms, historically underutilized businesses, and certified/registered Section 3 business concerns. This information is available in Spanish, Haitian Creole, or any other language upon request. Please contact Town Clerk, Sherry Davis, at 919-658-9539, Ext. 1, [secretary@townofmountolivenc.com](mailto:secretary@townofmountolivenc.com) or at 114 East James Street, Mount Olive, NC 28365 for accommodations for this request. Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Town Clerk, Sherry Davis al 919-658-9539, Ext. 1, [secretary@townofmountolivenc.com](mailto:secretary@townofmountolivenc.com) o en 114 East James Street, Mount Olive, NC 28365 de alojamiento para esta solicitud. Enfòmasyon sa a disponib an panyòl, kreyòl ayisyen oswa nenpòt lòt lang sou demann. Tanpri kontakte nan Town Clerk, Sherry Davis nan 919-658-9539, Ext. 1, [sekretè@townofmountolivenc.com](mailto:sekretè@townofmountolivenc.com) oswa nan 114 East James Street, Mount Olive, NC 28365 pou akomodasyon pou demann sa a.



Date: May 16, 2024

Jammie Royall, Town Manager