



## **MEMORANDUM**

**TO:** Interested Parties  
**FROM:** Nelda Rios, Contracts and Procurement Specialist  
**DATE:** January 19, 2025  
**SUBJECT:** RFP for General Contractor Services: Mission Plaza Phase III (RFP 25-01)

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Workforce Solutions Coastal Bend (WFSCB) is soliciting proposals from entities or individuals qualified and experienced to serve as the General Contractor for the third phase of an office space buildout of 6,120 square feet located in the Mission Plaza Shopping Center at 4981 Ayers Road, Corpus Christi, Texas 78415.

**The RFP will be available on Monday, January 27, 2025 at 2:00 pm Central Time** and can be accessed on our website at: <https://www.workforcesolutionscb.org/about-us/procurement-opportunities/> or by contacting Nelda Rios [Nelda.Rios@workforcesolutionscb.org](mailto:Nelda.Rios@workforcesolutionscb.org) or 361.885.3020.

Interested parties are encouraged to attend a **Pre-Proposal meeting** at WFSCB's Administrative Offices located at 400 Mann Street, Suite 800, Corpus Christi, Texas 78401, Main Conference Room on **Monday, February 3, 2025 at 10:00 am Central Time**. The purpose of the meeting is to review the RFP requirements and answer any questions related to the RFP. While this meeting is not mandatory, attendance is strongly recommended. Parties unable to attend in person may participate virtually from a computer, tablet, or smart phone via Zoom:

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/82246075804?pwd=PmFhztjyXKz7v9bRKVON33p1vyVBU.1>

**US Toll-Free Call In:** 888 475 4499

**Meeting ID:** 822 4607 5804

**Passcode:** 631770

**Proposals are due by Tuesday, February 18, 2025 at 4:00 pm Central Time** and may be submitted via email to [Nelda.Rios@workforcesolutionscb.org](mailto:Nelda.Rios@workforcesolutionscb.org) or hand delivered or mailed to: Workforce Solutions Coastal Bend, 400 Mann Street, Suite 800, Corpus Christi, Texas 78401.

Workforce Solutions Coastal Bend is an Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities. Relay Texas: 1.800.735.2989 (TDD) and 1.800.735.2988 or 711 (Voice). Historically Underutilized Businesses (HUBs) are encouraged to apply.

Este documento contiene información importante sobre los requisitos, los derechos, las determinaciones y las responsabilidades del acceso a los servicios del sistema de la fuerza laboral. Hay disponibles servicios de idioma, incluida la interpretación y la traducción de documentos, sin ningún costo y a solicitud.