



AGENDA ITEM SUMMARY FORM

MEETING DATE: 3/25/2025

PREPARED BY: Otis T. Spriggs, AICP, Director of Development Services

AGENDA CONTENT: Discussion and possible action to award Request for Proposal (RFP) 2025-03 Professional Services for the Comprehensive Plan update, and services related to grant administration, management, and contract compliance under the Community Development Block Grant Disaster Recovery-Mitigation (CDBG-MIT) RCP program, funded by the Texas General Land Office (GLO).

AGENDA ITEM SECTION: Regular Agenda

BUDGETED AMOUNT: N/A

FUNDS REQUESTED: N/A

FUND: N/A

EXECUTIVE SUMMARY:

The City of Angleton published a RFP Request seeking well-qualified grant administration and planning service provider(s) to assist the City in the Comprehensive Plan update, and services related to grant administration, management, and contract compliance under the Community Development Block Grant Disaster Recovery-Mitigation (CDBG-MIT) RCP program, funded by the Texas General Land Office (GLO).

The contract will encompass provision of all project-related services to the City of Angleton, and performance of activities under Grant Administration Services and Planning Activities below. Providers will assist the GLO and/or grant recipients in completion of this CDBG-MIT project. Grant administrative services must be performed in compliance with the U.S. Department of Housing and Urban Development ("HUD") and guidelines issued by the GLO.

Note that providers and respondents were invited to submit proposals specifically for 1 individual, or 2 or more services A, B, and or C collectively as outlined below.

Grant Administration Services shall be provided in conformance with the guidance documents and use forms provided by the subrecipient utilizing GLO guidance. The selected service provider must follow all requirements of the Texas CDBG-MIT program. The providers shall furnish services to complete the CDBG-MIT projects, including, but not limited to the following services.

RECOMMENDATION:

City Council should award the Request for Proposal (RFP) 2025-03 Professional Services for the Comprehensive Plan and services related to grant administration, management, and contract compliance under the Community Development Block Grant Disaster Recovery-Mitigation (CDBG-MIT) RCP program, funded by the Texas General Land Office (GLO).