



City Commission Agenda Item

Meeting Date: March 18th, 2025
From: Nick Rizzio, Municipal Project Manager
Item: Select CDBG Housing Rehab. Certified Grant Administrator

Motion: Select a Grant Administrator to oversee administrative and inspection services for the CDBG Housing Rehabilitation Program. **(Voice Vote)**

Background:

The City of Arkansas City requested and accepted bid proposals to provide Community Development Block Grant (CDBG) administrative services and inspection services to assist in a proposed project to be financed up to \$300,000 in Housing CDBG funds. The remainder of the project will be financed with funds by the City of Arkansas City. The project consists of rehabilitation of approximately 10 low-to-moderate income occupied homes, with possible demolition of blighted structures in the City of Arkansas City. This project is estimated for completion on or before July 31, 2027.

Proposals for this Request for Proposal (RFP) were due today, Tuesday, March 18th, 2025, at 1:00 pm at which time the bid opening commenced. The purpose of this RFP was to solicit proposals from various candidate organizations and conduct a fair and extensive evaluation based on criteria listed herein.

Commission Options:

1. Approve the Certified Grant Administrator Selection.
2. Disapprove the Certified Grant Administrator Selection.
3. Table this item for further discussion.

Fiscal Impact: Amount: **Pending March 18th FRP bid opening.**

Fund: **01-General** Department: **100-General Government** Expense Code: **6214-Other Professional Services**

Included in budget Grant Bonds Other Not Budgeted

Approved for Agenda by:

Randy Frazer, City Manager