



STAFF REPORT

MEETING DATE: November 8, 2022

TITLE:

Consider action to approve Resolution No. R-2022-108 of the City Council of the City of Bastrop, Texas to award a Grant Administrative Service contract to GrantWorks, Inc. for the preparation of the City's 2023-2024 Texas Community Block Grant (TXCDBG) application and subsequent administrative services, if funded, as attached in Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

AGENDA ITEM SUBMITTED BY:

Submitted by: Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The City was notified by Texas Community Block Grant (TXCDBG) of a grant funding opportunity. The City has current projects that would be eligible for this funding stream. The project that has been earmarked for submission is the unfunded portion of Riverwood water line project.

Part of the application process is procuring grant administrative services through a bid process. The City has complied with this procurement process and is recommending a contract with GrantWorks, Inc for these services.

The grant administrator will guide the city in the project selection, completion of the application and post-award project management if funded.

FISCAL IMPACT:

The funding for the project will be part of the FY 23/24 budget discussion.

RECOMMENDATION:

Tracy Waldron recommends approving Resolution No. R-2022-108 of the City Council of the City of Bastrop, Texas to award a Grant Administrative Service contract to GrantWorks, Inc. for the preparation of the City's 2023-2024 Texas Community Block Grant (TXCDBG) application and subsequent administrative services, if funded, as attached in Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

ATTACHMENTS:

- Resolution R-2022-108