



STAFF REPORT

MEETING DATE: August 22, 2023

TITLE:

Consider action to approve Resolution No. R-2023-113 of the City Council of the City of Bastrop, Texas to award a Grant Administrative Service contract to Public Management, Inc. for the preparation of the City's Community Development Block Grant – Mitigation (CDBG-MIT) Regional Method of Distribution (MOD) programs through the Texas General Land Office (GLO) 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 General Land Office (GLO) of a grant funding opportunity and for which the City has current projects that would be eligible for this funding stream. The funding amount approved for Bastrop is \$2,358,000. This funding has some restrictions for projects that benefit low and moderate income (LMI) persons. Therefore, 50% or \$1,179,000 of the funding must be used for projects that benefit LMI persons in our community. The City is submitting the Blakey Lane extension project for the non-LMI portion of the funding and will identify most likely a water/wastewater improvement project that will qualify for the LMI portion of the grant.

Part of the application process is procuring grant administrative services through a bid process. Our Request for Proposals received two responses from GrantWorks and Public Management, Inc. Each proposal was scored by a committee of three, as well as having references vetted. Based on these results the staff is recommending a contract with Public Management, 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. Applications are due December 1, 2023.

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-2023-113 of the City Council of the City of Bastrop, Texas to award a Grant Administrative Service contract to Public Management, Inc. for the preparation of the City's Community Development Block Grant – Mitigation (CDBG-MIT) Regional Method of Distribution (MOD) programs through the Texas General Land Office (GLO) 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-2023-113

