



CITY OF BAY CITY
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AGENDA ITEM SUBMISSION FORM

Any item(s) to be consider for action by the City Council, must be included on this form, and be submitted along with any supporting documentation. Completed Agenda Item Submission forms must be submitted to the City Secretary's Office no later than 4:00 p.m. on the Monday of the week prior to the Regular Council meeting.

☐ Citizen

☒ City Staff

☐ Council Member

Requestor Name: Alyssa Dibbern

Date Submitted: 12/10/2021

Position Title (If City Staff): Engineering Tech

Council Meeting Date: 12/21/2021

Type of Agenda Item:

☒ Consent Agenda ☐ Presentation

☐ Public Hearing ☐ Executive Session

☒ Regular Item for Discussion

Agenda Wording:

Executive

Discuss, consider, and select administration/management service provider(s) to complete application and project implementation for the CDBG-CV (CRP) funding administered by the Texas Department of Housing and Community Affairs.

Public facility structures can be modified or constructed with these funds to prevent the transmission of the coronavirus and allow for adequate social distancing or remote access. The minimum funding request per Public Service project is \$300,000, the minimum funding request per Public Facilities project is \$500,000, and the maximum funding request per Applicant is \$5,000,000.

We advertised for Requests for Proposals (RFPs) in the paper twice: November 24, 2021 & December 1, 2021; after sending out the RFPs to 12 different administrative service providers, we only received two applicants: GrantWorks and Traylor & Associates.

Deadline for submission of grant application is 5pm CST, January 19, 2022.

Summary of Item:

FINANCIAL IMPLICATIONS: There is no match requirement.

RECOMMENDATION: Scoring Committee will make a recommendation at the City Council meeting to award administrative services.

ATTACHMENTS: Resolution