



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:

Discuss, consider, and select engineering/architecture service provider(s) to complete engineering/architecture services for the CDBG-CV (CRP) funding administered by the Texas Department of Housing and Community Affairs.

Executive Summary of Item:

The EAC has been using a city building since 1990 (address: 904 Whitson St. Bay City, Tx 77414). Since then, the building as deteriorated and the organization has outgrown the establishment. On October 1, 2021, TDHCD released funding in CDBG- CARES Act for the Community Resiliency Program (CRP). We believe that this building and organization makes the perfect candidate for the funding program.

As per requirements of the program, we advertised for Requests for Qualifications (RFQs) in the paper twice: November 24, 2021 & December 1, 2021; after sending out the RFQs to 13 different engineering/architecture/surveyor service providers, we only received one applicant: Ziegler Cooper.

FINANCIAL IMPLICATIONS: There is no match requirement.

IMPACT ON COMMUNITY SUSTAINABILITY: The funds can be used to either rehabilitate/renovate the current building or have a new build to accommodate for the Economic Action Committee's growing efforts and abilities.

RECOMMENDATION: Award Ziegler Cooper

ATTACHMENTS: Resolution