



Commission Meeting Agenda Item Memorandum

ITEM TYPE

Action Item

MEETING DATE:

May 3, 2022

PRESENTER:

Erika McComis, City Manager

ITEM DESCRIPTION:

Discuss and consider awarding a contract for engineering services for the 2022 TxCDBG Downtown Revitalization/Main Street Grant Program (DRP/MS) and authorize the City Manager to execute necessary documents on behalf of the City.

BACKGROUND INFORMATION:

The City will be applying to the 2021 Texas Community Development Block Grant Program Downtown Revitalization Grant Program. The grant program will fund a project between \$250,000 and \$500,000 with at least 50% of the project being focused on sidewalks in a downtown area to be determined during the planning phase. Staff will work closely with the Breckenridge EDC to determine a project that is beneficial for our downtown area and our community.

Staff sent out request for proposals to various engineering firms with a required response date of April 28, 2022. The City received statement of qualification (SOQ) responses from Enprotech / Hibbs & Todd, Inc and Jacob and Martin. Staff and a commission member will be reviewing the SOQ to present their findings to the commission during the meeting on Tuesday evening.

FISCAL IMPACT:

- Not Applicable
- Proposed Expenditure:
- General Ledger Code:
- Proposed Revenue:
- Budget Amendment Required: No
- Financial Review Completed by:

LEGAL REVIEW:

Not applicable.

ATTACHMENTS:

Enprotech / Hibbs & Todd, Inc. SOQ
Jacob & Martin SOQ

RECOMMENDED MOTION AND/OR ACTION:

Move to award a contract with _____ for engineering services and authorize the City Manager to execute necessary documents on behalf of the City.