




## CITY COUNCIL AGENDA ACTION FORM

<b>AGENDA DATE:</b>	12/13/2022		
<b>AGENDA SUBJECT:</b>	Discussion, consideration, and possible action on the selection of an engineering firm for the 2023/24 CDBG grant application and project.		
<b>PREPARED BY:</b>	City Administrator Michael Leamons	<b>DATE SUBMITTED:</b>	
<b>EXHIBITS:</b>	Responses to the City's RFQ from Freeman-Millican, Inc. and Jacob & Martin Engineering; Committee Scoring Sheets; eHT Statement of withdrawal		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$00.00	
	<b>Amount Budgeted:</b>	\$00.00	
	<b>Appropriation Required:</b>	\$00.00	
<b>CITY ADMINISTRATOR APPROVAL:</b>			
<b>SUMMARY:</b>			
<p>The City received responses to its RFQ from Freeman-Millican, Inc., Jacob &amp; Martin Engineering, and eHT Engineering. Because eHT developed engineered drawings for street improvements in the area of the City under consideration for a CDBG grant project, the Texas Department of Agriculture (TDA), the agency which manages the CDBG program, has indicated there would be a conflict of interest if eHT were selected as the engineering firm for the City's CDBG project. eHT appealed TDA's determination, but was unsuccessful. Consequently, eHT has withdrawn the Statement of Qualifications provided in response to the City's RFP. The City's committee scored the other engineering firms responses to the RFP. Freeman-Millican received a cumulative score of 267 and Jacob &amp; Martin, 265, so apart from some compelling reason to do otherwise, it would be appropriate for the Council to authorize staff to negotiate a contract with Freeman-Millican and bring that contract back to the Council for approval.</p>			
<b>RECOMMENDED ACTION:</b>			
<p>Move to authorize staff to negotiate a contract with Freeman-Millican for the City's 2023/24 CDBG application and project.</p>			