



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on award of grant administration services contract for American Rescue Plan of 2021 funded water infrastructure project.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/01/2021
EXHIBITS:	Scoring sheets; proposals from Public Management and Traylor & Associates		
BUDGETARY IMPACT:	Required Expenditure:		\$00.00
	Amount Budgeted:		\$00.00
	Appropriation Required:		\$00.00
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:	<p>As you will recall, in response to the American Rescue Plan funding, half of which is supposed to be released to the City this month, the City Council authorized solicitation of a grant administration firm. An ad was run in the Glen Rose Reporter and solicitations were emailed to 7 firms selected by the committee. The responses to that solicitation from Public Management and Traylor & Associates have been included for your review. Both of these firms have worked for the City in the recent past---Public Management on the CDBG street and drainage project and Traylor & Associates in preparing the TxDOT sidewalk project grant application. The proposals were reviewed and scored by the three committee members. Public Management received a cumulative score of 272 and Traylor & Associates received a score of 256. Public Management was the top choice of all of the committee members. Soon, the City will be soliciting proposals for grant administration services for the TxDOT sidewalk grant project. Traylor & Associates offices are located in Tyler. Public Management has offices in several cities, with one being located in Granbury.</p>		
RECOMMENDED ACTION:	Award the American Rescue Plan of 2021 grant administration services contract to Public Management for \$30,000.		