



AGENDA MEMORANDUM

CONTACT: Kirsten Garcia

SUBJECT: Discuss, consider, and select a administrative service provider to complete project implementation for the Community Development Block Grant - Mitigation (CDBG-MIT) funding administered by the Texas General Land Office (GLO)

SUMMARY: Proposals were accepted for the CDBG-MIT MOD allocation and after scoring each proposal we wish to award the contract to the highest scorer.

BACKGROUND INFORMATION: A panel consisting of Eric, Kirsten, Clif and Tricia rated each bid and the average results were as follows:

Langford Community Management Services: 89.25

Public Management: 94.75

Richard Gomez and Associates: 78.5

All procurement and rating guidelines were provided to us by the GLO and that is what we followed when scoring the bids received. An example score sheet along with bids submitted are attached.

RECOMMENDATION: We recommend awarding Public Management with the grant administration services contract.