



AGENDA MEMO

Business of the City Council

City of Sweeny, Texas

Meeting Date	08/15/2023	Agenda Item	
Approved by City Manager		Presenter(s)	Kaydi Smith
Reviewed by City Attorney		Department	EOC/Administration
Subject	Discussion/ Possible Action to Award the Selection of a Disaster Recovery Grant Management and Administration Services Contractor		
Attachments	Scoring Tabulations; Reviewers Individual Scoresheets; RFP		
Financial Information	Expenditure Required:		
	Amount Budgeted:		
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

In preparation of Hurricane Season and Emergency Management Preparations, the City has posted three Request for Proposals (RFP) to include Disaster Recovery Grant Management and Administration Services, Debris Removal and Emergency Services, & Debris Monitoring Services.

These three contractors would be deployed in the event of an emergency situation and are required to be previously selected thru RFP's for any FEMA/TDEM funding if eligible after reaching the thresholds set.

The Disaster Recovery Grant Management and Administration Services Contractor would be providing technical and professional services to assist the City of Sweeny in satisfying the requirements under FEMA & TDEM. This contract is issued with no guaranteed quantity of services and the usage of this contract is wholly dependent upon the needs of the City at the time of an emergency or disaster. Term of contract would be one year with option to renew for four additional one year periods.

City recommends Rostan Solutions, LLC. as the Disaster Recovery Grant Management and Administration Services Contractors due to the reviewers tabulations.

For each RFP, reviewers have scored each submitter based on their proposals and according to the scoring criteria stated within the original RFP. City has tabulated scores from all reviewers and recommending the contractors showing the overall/combined highest score.

Recommended Action

Take action to Award and Select a Disaster Recovery Grant Management and Administration Services Contractor

City recommends Rostan Solutions, LLC due to reviewers tabulations.