

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: July 21, 2025

Topic:

Workshop Discussion Only – Approve a professional services agreement with AIG Technical Services, LLC for engineering services related to the U.S. Department of Housing and Urban Development – Community Project Fund (CPF) grant related to the N. Cherry Street Storm Sewer Improvements for an amount to be determined, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the services. These expenditures are to be paid from grant funds received from the U.S. Department of Housing and Urban Development – Community Project Fund.

Background:

In accordance with the terms and conditions of the Community Project Fund grant and 2 CFR 200 regulations, staff advertised a Request for Qualifications for engineering services for the design of the storm sewer improvements for N. Cherry Street (HUD Award B-24-CP-TX-2141).

Staff received eight (8) sealed responses from qualified firms. Scoring was completed by a committee to determine the most qualified firm to complete the work. Following scoring, interviews were conducted with top three scoring firms. Staff entered into contract negotiations with AIG Technical Services, LLC (AIG) to complete the design for the identified project.

Staff is recommending awarding a professional services agreement to AIG for professional engineering services related to the CPF grant – N. Cherry Street Storm Sewer Improvements. Staff is currently working with AIG to develop the full scope of work and cost proposal to submit to City Council for contract approval at the August 4 City Council meeting. Fees for engineering services will be paid from grant funds. A breakdown of the project cost is reflected in the table below.

Community Project Fund (CPF) Grant Carrell & Lovett Storm Sewer Improvements (B-24-CP-TX-2139)		
Element	Contract Amount	Remaining Contract
Grant Administration – GrantWorks	\$84,200	\$84,200
Professional Engineering – AIG	PENDING	N/A
Project Budget \$2,000,000	Total Contracts \$84,200	Remaining Funding \$1,915,800

Origination: Project Management

Recommendation:

Staff recommends approving a professional services agreement with AIG Technical Services, LLC for professional engineering services related to the Community Project Fund (CPF) grant for N. Cherry Street Storm Sewer Improvements for a not-to-exceed to be determined.

Party(ies) responsible for placing this item on agenda: Meagan Mageo

