

COUNCIL ACTION FORM

SUBJECT: GRANT WRITING/FUNDING APPLICATION PROCESSING – GRAND AVENUE EXTENSION

BACKGROUND:

In April 2013, City staff worked with a consulting firm to complete a Transportation Funding Study that analyzed potential funding sources for roadway improvements beyond Road Use Tax, Local Option Sales Tax, and General Obligation Bonds. These alternative funding sources include transportation improvement grants, which provide a strong starting point on finalizing a funding strategy for the Grand Avenue Extension from Squaw Creek Drive to South 16th Street.

As the next step to secure grant funding, staff sought proposals for services to be performed by consultants to apply for the funding identified by the earlier study. Potential sources could include grant funding through the Iowa Clear Air Attainment Program (ICAAP), Traffic Safety Improvement Program (TSIP), Highway Safety Improvement Program (HSIP), and Federal or State Recreation Trails Grants and Water Quality. The selected consultant will also investigate other potential funding sources and, if applicable, help the City apply for those as well.

Proposals for this work were received from two engineering firms and were evaluated according to the following criteria: Project Understanding, Project Approach, Key Personnel, Previous Experience, Ability to Perform Work, References, and Estimated Contract Cost. Listed below is the ranking information based on this evaluation:

Proposal Ratings/Rankings	Overall Rank	Estimated Fee
Grant Writing/Funding Application Processing – Grand Avenue Extension		
Bolton & Menk, Inc.	2	\$40,000
Howard R. Green, Inc.	1	\$79,460

Staff has negotiated a contract with the highest ranked firm, Howard R. Green, Inc. from Johnston, Iowa. **This consultant has performed satisfactorily on similar City projects in the past and has extensive prior project work history and knowledge regarding the Grand Avenue Extension. The fees were based on the suggested grant applications identified in each consultant’s proposal. The highest ranked firm included additional grant funding opportunities unique to this project, which is the reason they may appear to be at a much higher cost. In actuality, however,**

their costs included additional grant applications not identified by the other submitting firm. For example, one grant identified for application by HR Green is a federal TIGER grant. They have included in their proposal \$59,240 to develop a TIGER grant application. If this grant program is not funded in the coming federal fiscal year, an application will not be made and their fee would be reduced to \$20,220 which is actually lower than the other firm.

This project will be funded by G.O. Bonds that are included in the 2013/14 Capital Improvements Program as part of the Grand Avenue Extension project.

ALTERNATIVES:

1. Approve the engineering services agreement for the Grant Writing/Funding Application Processing – Grand Avenue Extension with Howard R. Green, Inc. from Johnston, Iowa, in an amount not to exceed \$79,460.
2. Direct staff to negotiate an engineering agreement with another consulting firm.

MANAGER'S RECOMMENDED ACTION:

Based on staff's evaluation using the above criteria, Howard R. Green, Inc. will provide the best value to the City in designing this project.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the engineering services agreement for the Grant Writing/Funding Application Processing – Grand Avenue Extension with Howard R. Green, Inc. from Johnston, Iowa, in an amount not to exceed \$79,460.