



COUNCIL AGENDA ITEM MEMORANDUM

DEPT./DIVISION SUBMISSION & REVIEW:

Nancy Glover, Director of Housing & Community Development
Brittany Chopane, Community Enhancement Division Director

ITEM DESCRIPTION: Consider adopting a resolution authorizing a five-year agreement for professional consulting services related to the Community Development Block Grant with Northeast & Bucks Co. T/A Mullin & Lonergan Associates of Pittsburgh, PA in the estimated amount of \$53,000.

BACKGROUND: Authorization of this agreement for professional consulting services with Northeast & Bucks Co. T/A Mullin & Lonergan Associates (M&L Associates) will provide for assistance with the preparation and submission of the Community Development Block Grant (CDBG) 2025-2029 Consolidated Plan and Plan Year 2025 Action Plan, as well as as-needed consulting services.

Request for Proposals #60-02-25 was issued to procure the CDBG consulting services. Two proposals were received from National Council for Community Development, Inc. dba Grow America of New York, NY and M&L Associates. An evaluation committee comprised of Housing & Community Development and Finance staff reviewed and scored proposals based on the stated evaluation criteria: experience of consultant in management of federally funded CDBG programs, including U.S. Department of Housing and Urban Development approval rating and quality of feedback from references where like-kind services have been performed; professional qualifications and CDBG program experience of the individuals who will be performing the work; firm's work approach and proposed timeline as it relates to meeting the objectives of the City; and proposed fees in relation to City's needs and budget. It was determined that M&L Associates will provide the best value for the City, as shown in the attached proposal tabulation.

M&L Associates will prepare the 2025-2029 Consolidated Plan and Plan Year 2025 Action Plan for an amount not to exceed \$39,825. As-needed consulting services provided during the five-year agreement term will be billed to the City at the contracted hourly rates in the estimated amount of \$13,175.

ALIGNMENT WITH ADOPTED PLANS:

Plan	Comments
Strategic Plan	This item supports the City of Temple's Strategic Plan goal of "Employ fiscally responsible practices and policies that ensure City investments are made based on sound review and analysis" and the Strategic Plan commitment of "Maximize resources by strategically pursuing grants."

STAFF RECOMMENDATION: Adopt resolution as presented in item description.

BOARDS & COMMISSIONS RECOMMENDATION: This item was not reviewed by any of the official boards and commissions.

FISCAL IMPACT: Funding for the agreement for professional consulting services with M&L Associates in the amount of \$39,825 is available in 260-6000-515-2616 for FY 2025. Funding for future years will be budgeted using CDBG funds.

ATTACHMENTS:

Resolution
Proposal Tabulation