City Council Agenda Item Request
Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** July 31, 2025

2. **Primary contact person and Department requesting agenda item:** James Shelton, CED

3. **Requested Council meeting date:** August 26, 2025

4. **Subject:** Authorization to enter into a contract for CDBG-DR Implementation Consulting Services

5. **Action Requested:** Resolution authorizing the City Manager to enter into a general services contract with Tetra Tech, Inc. for CDBG-DR Implementation Consulting Services

6. **Note if time sensitive, and why:** Yes, time sensitive to meet the recovery needs of the community.

7. **Potential fiscal impact(s) - if known by staff at time of request:** Not to exceed the amount of $7,279,162 for CDBG-DR Program Implementation Consulting Services; and further authorizing the City Manager to execute any change orders that may arise during the project up to the contingency amount of 15% ($1,091,874).

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).**
    - Followed the City's competitive procurement process for Federally Funded general services contracts

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:**
    - N/A

10. **Identify key issues:**
    - In September 2024, the City of Asheville (City) was severely impacted by Tropical Storm Helene (DR-4827-NC), producing unprecedented impacts on the City's infrastructure, economy, and housing.
    - When a community's recovery needs exceed what is available through recovery resources from FEMA or other federal agencies, Congress may appropriate additional recovery funding through the United States Department of Housing and Urban Development's (HUD) Community Development Block Grant-Disaster Recovery (CDBG-DR) Program.
    - HUD allocated $225,010,000 in funds to the City of Asheville on January 16, 2025.
    - We anticipate Tetra Tech, Inc. to provide long-term, comprehensive services to implement our Community Development Block Grant-Disaster Recovery (CDBG-DR) allocation. These services will encompass program management, staff augmentation, grant compliance and monitoring, environmental reviews, project implementation, and administrative coordination and support.