

**AGENDA ITEM SUMMARY SHEET**  
**VILLAGE COUNCIL MEETING**  
**December 18, 2024**

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**Agenda Item:**

Grant Management Services

Approve scoring evaluation of RFP 100724 Grant Management Services the Village of Estero in CDBG-DR Recovery and Resiliency Program Grant Management Support.

Authorize Village Manager or Designee to pursue a contract(s) with the top two scoring firms.

**Background:**

An RFP for Grant Management Services was issued on September 16, 2024. The Village received three proposals which were from Disaster Program Operations, Kimley-Horn & Hagerty Consulting, Inc. An Evaluation Team met on Friday, November 22, 2024 and scored the advertised weighted criteria. The Evaluation Committee elected to award to the top two scoring firms. Hagerty Consulting and Kimley-Horn are the top two scoring firms.

**Description:**

To date, the Village has received substantial award notices for several CDBG-DR grant applications such as Vulnerability Assessment Study and an Eco-Historic Study which will benefit the Village greatly.

**Action Requested:**

Approve scoring evaluation of RFP 100724 Grant Management Services the Village of Estero in CDBG-DR Recovery and Resiliency Program Grant Management Support.

Authorize Village Manager or Designee to pursue a contract(s) with the top two scoring firms.

**Process and Timeline:**

This approval shall take effect immediately.

**Financial Impact:**

There is no financial impact result from this Approval. Individual task orders contemplated from the awarded firms requiring Council approval will come before Council.

**Prepared by: Steve Gillette**

**Attachments:**

1. RFP 100724 Evaluation Scoring Sheet
2. Kimley-Horn Submittal
3. Proposal Hagerty Consulting