

**MEMORANDUM**

**To: Mayor Don Keil and Seguin City Council  
Steve Parker, Seguin City Manager**

**From: Kyle Kramm, Main Street & CVB Director**

**Through: Rick Cortes, Seguin Assistant City Manager**

**Subject: Engineering – Texas Capital Fund Downtown Sidewalks**

**Date: March 30, 2020**

In December 2019, the City of Seguin was notified that it had been awarded a \$350,000 Texas Community Development Block Grant (TxCDBG) Program grant by the Texas Department of Agriculture to perform economic development activities in the form of downtown sidewalk improvements. The grant will address ADA compliance issues in the 200 block of East Court and 100 block of West Gonzales and requires a \$70,000 match from the City.

On February 19, 2020, the City released a Request For Quotations (RFQ) for engineering and surveying services for the project. Ten responses to the RFQ were received on March 10. The scoring committee, consisting of Councilman Jeremy Roy, Purchasing Manager Twila Wood and Engineering Technician Michael Sharp, reviewed and scored the proposals.

TRC Engineering was the highest scoring firm based on their experience with Seguin and similar projects. They are also the only firm that had current Certification of TxCDBG Project Implementation Training.

Staff is requesting Council approval to enter into negotiations and contract with TRC Engineering.