

**CITY OF MARIANNA
COMMISSION AGENDA MEMO
REGULAR MEETING
January 2, 2019**

ADMINISTRATIVE STAFF REPORT

- Subject:** Community Development Block Grant (CDBG)
Economic Development (ED)
Catalyst Fabric Solutions – Solar Project
- Subject Background:** The City was awarded \$1,500,000 in CDBG funding for an ED project, construction of a solar farm West of the Catalyst Facility. In December the Commission agreed to negotiate with David H Melvin, Inc., number one ranked consultant as a result of the City's RFQ, for Grant Administration, Design Engineering, and Construction Engineering Inspection Services (CEI).
- The City has met with and DHM has submitted proposed contracts for:
1. Grant Administration
 2. Design Engineering & CEI Services
- Recommendation:** Based on a review by City Staff and the City Attorney the fees are within the guidelines of Department of Economic Opportunity (DEO) and appear acceptable. These fees will be funded as a part of the CDBG.
- Potential Motion:** I move to approve:
1. Grant Administration Contract
 2. Design Engineering and CEI Services Contract

Approved for agenda by: