

**AGENDA BILL**

**Beaverton City Council  
Beaverton, Oregon**

**SUBJECT:** Contract Award- Federal Grant Support

**FOR AGENDA OF:** 08-11-15 **BILL NO:** 15171

**Mayor's Approval:** [Signature]

**DEPARTMENT OF ORIGIN:** Mayor HLT

**DATE SUBMITTED:** 7-30-15

**CLEARANCES:** City Attorney [Signature]  
CAO [Signature]  
Purchasing [Signature]  
Finance [Signature]

**PROCEEDING:** CONSENT AGENDA  
(CONTRACT REVIEW BOARD)

**EXHIBITS:** 1. List of Proposers  
2. Scoring Matrix

**BUDGET IMPACT**

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$75,000	BUDGETED \$75,000	REQUIRED \$0

\*Account Number 001-10-0522-511 Professional Services Account. The FY 2015-16 Budget included a \$75,000 appropriation for federal grant support.

**RECOMMENDED ACTION:**

The City Council, acting as Contract Review Board, awards a contract for the FY 2015-16 to Sustainable Strategies, D.C. of Washington, D.C., in the amount of \$75,000 to provide federal grant support on behalf of the City, renewable for four additional one-year periods at the City's option through FY 2019-2020 based on Council's approval of future budgets and City Attorney's approval of contract form. If the contract is extended for the four additional years, the total estimated expenditure for this contract would be \$375,000.

**HISTORICAL PERSPECTIVE:**

Since 2012, the City has worked with Sustainable Strategies D.C. to identify funding sources and assist staff in identifying, writing, reviewing, and submitting grants to secure funding for City projects to compete effectively. During these past three years, Sustainable Strategies D.C. has helped bring in \$2,388,750 in grant awards. This year they have helped the City submit \$11,431,735 in grant applications that will be decided upon shortly.

**INFORMATION FOR CONSIDERATION:**

The City's RFP for Federal Grant Support was advertised on May 29, 2015, in the Daily Journal of Commerce. The City received three proposals from Sustainable Strategies D.C.; Angie Brewer & Associates, LC; and, Strategies 360 Oregon.

A cross departmental evaluation team reviewed and scored the submitted proposals based on the criteria that included knowledge, experience, project approach and understanding, relevant experience and references, Minority/Women/Emerging Small Business Program and price. Staff found that Sustainable Strategies D.C. of Washington D.C. was the highest ranked proposer. The contract will be for one year with the option to renew for four additional one-year periods.

For the last three years, the City has worked with Sustainable Strategies D.C. and has found the firm to be effective with their strong relationships with federal agencies and ability to help secure grants for the City. Staff believes the investment the City makes in federal grant support generates an excellent return on investment and recommends the Council award a contract to the firm of Sustainable Strategies D.C. to assist the City in identifying funding sources and grant coordination for City projects.

City of Beaverton RFP:  
 Federal Grant Support Solicitation #2995-15B  
 June 23, 2015

- Firms submitting proposals:  
 -Sustainable Strategies D.C.  
 -Angie Brewer & Associates, LC  
 -Strategies 360 Oregon

**Federal Grant Support Scoring Sheet- Final Score, RFP#2995-15B**

<b>Final Score- Federal Grant Support</b>	<b>Firm:</b>	<b>Average score out of 4 reviewers</b>
	Sustainable Strategies D.C.	76.625 (out of 96 points)
	Angie Brewer & Associates, LC	55.375 (out of 96 points)
	Strategies 360 Oregon	53 (out of 96 points)