

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 9/28/2023 Weekly Agenda Date: 10/3/2023

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Mark J. Nahra, Woodbury County Engineer

WORDING FOR AGENDA ITEM:

Consider sending a request for proposal for consultant services for preparing a federal grant application for funding the Southbridge Interchange Project

ACTION REQUIRED:

- | | | |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/> | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/> | Other: Informational <input type="checkbox"/> | Attachments <input checked="" type="checkbox"/> |

EXECUTIVE SUMMARY:

The Southbridge Interchange project is eligible for discretionary grant funding. Filing of an application for the funding is required. Consultant services are requested for funding the application.

BACKGROUND:

The project meets the criteria for both the INFRA and RURAL grant programs created under the Bipartisan Infrastructure Law. The next application for funding is due in 2024. The competitive grant application process is a rigorous exercise in grant writing and several consulting engineering firms have filed successful applications on behalf of clients.

FINANCIAL IMPACT:

I request that the county board consider gaming funds for the effort. Grant writing consultants for the Iowa County Engineers Association have cost between \$50K and \$70K for much more complex applications.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

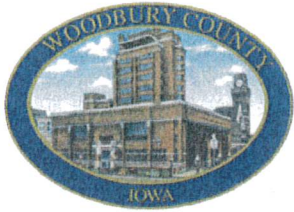
Yes No

RECOMMENDATION:

Allow the county engineer to prepare a request for proposals from a small pool of consultants who have successfully obtained grants for clients, review the applications, and return a recommendation to the Board of Supervisors.

ACTION REQUIRED / PROPOSED MOTION:

Motion to direct the county engineer to prepare a request for proposal for consultant services for a federal grant application.



Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

COUNTY ENGINEER
Mark J. Nahra, P.E.
mnahra@woodburycountyiowa.gov

ASSISTANT TO THE COUNTY ENGINEER
Benjamin T. Kusler, E.I.T.
bkusler@woodburycountyiowa.gov

SECRETARY
Tish Brice
tbrice@woodburycountyiowa.gov

To: Board members

From: Mark Nahra, Woodbury County Engineer

Date: September 28, 2023

Subject: Proposed project timeline for federal grant preparation

I am recommending the Board engage a consulting engineering firm experienced in federal grant writing to prepare a grant application for two federal discretionary programs. Our interchange project is eligible under the federal INFRA and RURAL programs. Both programs share one application, so our consultant only has to prepare one application on behalf of the county.

Both program applications for FY 2023 and 2024 funds were due at the end of August 2023. The schedule for next year's application should be similar. To meet the grant application schedule, I am proposing the following timeline:

Approval by Board of Supervisors:	October 3, 2023
Return of RFP by invited consultants:	November 1, 2023
Recommendation to Board of Supervisors:	November 21, 2023
Contract to Consultant:	December 1, 2023
Filing of Grant Application:	August 30, 2024