



**CITY OF FORT LAUDERDALE  
City Commission Agenda Memo  
REGULAR MEETING**

**#25-0677**

**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Rickelle Williams, City Manager

**DATE:** June 30, 2025

**TITLE:** Motion Approving an Agreement Between the City of Fort Lauderdale and IEM International, Inc. to Assist in Implementing and Managing the City's Community Development Block Grant - Disaster Recovery Program Funding – Not to Exceed \$6,500,000 – (**Commission Districts 1, 2, 3 and 4**)

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**Recommendation**

Staff recommends the City Commission approve an agreement between the City of Fort Lauderdale and IEM International, Inc., in substantially the form attached, for the implementation and management of the Community Development Block Grant-Disaster Recovery (CDBG-DR) program funding awarded to the City of Fort Lauderdale, in the not-to-exceed amount of \$6,500,000.

**Background**

On April 12, 2023, the City of Fort Lauderdale experienced a thousand-year historic rainfall event and suffered from widespread flooding that destroyed properties throughout the City. On January 16, 2025, it was announced that the City of Fort Lauderdale was allocated \$88,051,000 in CDBG-DR funds (Exhibit 1 - Federal Register Volume 90, Number 10, Notices). The funds were made available by the Disaster Relief Supplemental Appropriations Act, 2025, for major disasters occurring in 2023 or 2024.

Activities eligible under this grant include but are not limited to:

- Constructing new housing for residents located in a floodplain;
- Buying severely damaged structures and relocating the affected household or business out of harm's way;
- Debris removal (when it is not covered by another source, such as FEMA);
- Rehabilitation of homes or non-residential buildings damaged by the disaster;
- Constructing or rehabilitating public facilities or improvements (e.g., streets, government buildings, neighborhood centers, and water/sewer/drainage systems);
- Costs of environmental reviews and mitigation to offset environmental impacts;
- Homeownership assistance (e.g., down payment assistance, interest rate subsidies, and loan guarantees);
- Public services (generally limited to no more than 15% of the grant);
- Helping businesses retain or create jobs;

- Code enforcement (tied to flood prevention, preparation or mitigation);
- Planning (limited to 15% of the award); and
- Administration (limited to 5% of the award).

On April 3, 2025, the City's Procurement Services Division issued Request for Proposals (RFP) Event No. 455-2 to solicit competitive proposals from qualified and experienced consulting firms to provide technical assistance on behalf of the United States Department of Housing and Urban Development (HUD) for its Community Development Block Grant - Disaster Recovery (CDBG-DR) program and to implement and manage the City's CDBG-DR program.

The Scope of Services includes conducting a needs assessment, developing an Action Plan, obtaining Action Plan approval from HUD, implementing programs and projects identified in the approved Action Plan, documenting compliance, reporting and maintaining the Disaster Recovery Grant Reporting System, and other duties and responsibilities as deemed necessary.

During the solicitation process, Addendum No. 1 was issued to correct the Question & Answer closing date from April 14, 2025 to April 15, 2025. Addendum No. 2 included a time extension to provide answers to questions from potential proposers and an extension of the solicitation deadline to April 24, 2025 to allow sufficient time for proposers to prepare and submit their response thereafter.

On April 24, 2025, the RFP closed with a total of six (6) firms submitting proposals:

- GrantWorks, Inc.
- Hagerty Consulting, Inc.
- ICF Incorporated LLC
- IEM International, Inc.
- Lemoine Disaster Recovery, LLC
- Tetra Tech, Inc.

On June 3, 2025, the Evaluation Committee convened to evaluate the proposals and hear presentations. The firms were ranked based on the evaluation criteria shown in the table below.

CRITERIA	SCORE
Experience of the Firm and Key Personnel Experience	35%
Approach to Scope and Adherence to Timeline	30%
Reference & Past Performance	15%
Cost Proposal	20%
<b>TOTAL</b>	<b>100%</b>

Evaluation of the proposals resulted in the following ranking:

VENDOR	RANK
IEM International, Inc.	1
Tetra Tech, Inc.	2
ICF Incorporated LLC	3
Hagerty Consulting, Inc.	4
Lemoine Disaster Recovery, LLC	5
GrantWorks, Inc.	6

The proposal by IEM International, Inc. met all the solicitation requirements, and it was deemed the highest ranked, responsive, and responsible firm. The Disadvantaged Business Enterprise preference is not applicable to this solicitation.

Negotiations have been completed, and staff is recommending the award to IEM International, Inc. The scope of services developed in the Agreement allows for task orders to be issued on as needed basis to supplement existing internal City resources to implement and manage the CDBG-DR program. The CDBG-DR program is new to the City of Fort Lauderdale and represents a substantial amount of funds to manage in compliance with technical program requirements. The expenditure of funds is restricted to specific types of eligible projects and strict timelines. As a new program, staff require technical assistance and additional capacity to efficiently navigate through the program to ensure success. Therefore, staff recommends entering into an agreement that will allow a qualified contractor possessing the required technical expertise to support and guide City staff to administer the CDBG-DR program. Services provided by IEM International, Inc. will be covered by the funds allowable for Administration (5%) and Planning (15%). Although the CDBG-DR program allows for a higher allocation of dollars (approximately up to \$17.6 million or 20%) to this activity, staff recommends that the City Commission authorize a lesser amount of up to \$6,500,000 for the services being procured.

### **Resource Impact**

There will be a fiscal impact to the City in the amount of \$6,500,000 for this agreement in Fiscal Year 2025. However, funds will be expended on a task order basis over the maximum six (6)-year life of the program. Funds are available in the account listed below.

<i>Funds available as of June 20, 2025</i>					
ACCOUNT NUMBER	COST CENTER NAME (Program)	CHARACTER/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-108-9300-554-80- 8001-25CD-DRADM	2025 CDBG – Disaster Recovery- Administration	Grant Services / Program Funds	\$4,400,000	\$4,400,000	\$4,000,000
10-108-9300-554-80- 8001-25CD-DRPLN	2025 CDBG – Disaster Recovery-Planning	Grant Services / Program Funds	\$13,207,650	\$13,207,650	\$2,500,000
<b>TOTAL AMOUNT ►</b>					<b>\$6,500,000</b>

### **Strategic Connections**

This item is a FY 2025 *Commission Priority*, advancing the Infrastructure and Resilience and the Affordable Housing and Economic Development initiatives.

This item supports the *Press Play Fort Lauderdale 2029* Strategic Plan, specifically advancing:

- The Housing Focus Area, Goal 2: Enable housing options for all income levels.
- The Infrastructure and Resilience Focus Area, Goal 3: Be a sustainable and resilient community.
- The Business Growth and Support Focus Area, Goal 6: Build a diverse and attractive economy.

This item advances the *Fast Forward Fort Lauderdale 2035* Vision Plan: We Are Ready.

This item supports the *Advance Fort Lauderdale 2040* Comprehensive Plan, specifically advancing:

- The Internal Support Focus Area
- The Climate Change Element
- Goal 3: Preserve and enhance the quality of life through advance planning, improved coordination with businesses and local and regional governments, better monitoring of evolving conditions, and equitable provision of resources to address issues related to climate change, hazard and natural disaster resiliency and recovery.

### **Attachments**

Exhibit 1 - Federal Register, Vol. 90, No. 10

Exhibit 2 - Solicitation

Exhibit 3 - IEM International, Inc. Proposal

Exhibit 4 - Evaluation Committee Scores

Exhibit 5 - Negotiated Hourly Rates

Exhibit 6 - Agreement

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