



AGENDA ITEM REPORT

DATE: June 2, 2026
DEPARTMENT: County Manager
REQUESTER: Nicole Turner
TITLE: Approve Amendment for CDBG-DR Program Management

I. MOTION REQUESTED

- A. Approve Amendment 4 to the contract with Hunt, Guillot & Associates, LLC, under Solicitation No. RFP230391BAG, CDBG-DR Program Management and Implementation Staff Augmentation, revising Exhibit C. Fee Schedule to include pricing for Biological Assessments and Bat Acoustic Surveys on an as-needed basis.
- B. Authorize the County Manager or designee to execute the Amendment on behalf of the Board of County Commissioners.

II. ITEM SUMMARY

Approves an amendment to the contract with Hunt, Guillot & Associates, LLC providing for continuity of ongoing environmental reviews in support of CDBG-DR projects by expanding accessibility to biological assessments and bat acoustic surveys, as may be required on an as needed basis.

III. BACKGROUND AND IMPLICATIONS OF ACTION

Hunt, Guillot & Associates, LLC provides program management staff augmentation to include grant compliance and monitoring activities, environmental reviews, project implementation services, and administrative coordination and support for the Community Development Block Grant - Disaster Recovery (CDBG-DR) allocation on an as-needed basis. Each project that requires construction or other ground disturbance must go through the applicable HUD environmental review process pursuant to 24 CFR Part 58 prior to the authorization of physical activities or other choice-limiting actions.

Depending on the location and characteristics of a project site, additional environmental analysis may be required to evaluate potential impacts to protected species and habitats, including completion of biological assessments and bat acoustic surveys. This amendment establishes pricing for these expanded services on an as-needed basis to support completion of required environmental reviews.

IV. FINANCIAL INFORMATION

Current Year Dollar Amount:	None
Included in the Current Budget?:	Yes
Fund:	Federal Grants through General Fund
Comments:	CDBG-DR Grant Funded, Long Term Recovery Initiative HG-006

Is this a revenue or expense item? Expense

Is this Discretionary or Mandatory? Discretionary

Will this item impact future budgets? No

Program: Community Development Block Grant - Disaster Recovery Funding

Project: CDBG-DR

Account Strings: 11137113301 & 11144013301

Fund Type? Federal Grants through General Fund

V. RECOMMENDATION

Approve

ATTACHMENTS:

RFP230391BAG - CDBG-DR Program Mgmt-Staff Aug - Am 4

REVIEWERS:

Joanna Villalobos , County Manager
Nicole Turner, County Manager
Anne Henkel, Budget Services
Peter Winton, County Manager
Amanda Swindle, County Attorney
Glen Salyer, County Manager

Created/Initiated - 5/22/2026
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