



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date: 10/15/2024

ALL

Item Creation Date: 10/2/2024

WS1298734890 - Consulting Services for the Brownfields Redevelopment Program  
(Community Lattice, LLC) - MOTION

Agenda Item#: 11.

**Summary:**

**NOT A REAL CAPTION**

**APPROVE** Spending Authority for Consulting Services for the Brownfields Redevelopment Program with **COMMUNITY LATTICE, LLC** for Houston Public Works - One Year - \$100,000.00 - Enterprise Fund

**Background:**

**Professional Services – (P23-WS1298734890) Approve spending authority in the total amount of \$100,000.00 for consulting services from Community Lattice, LLC for the Brownfields Redevelopment Program for a one (1) year period for Houston Public Works.**

**Specific Explanation:**

The Chief Operating Officer of Houston Public Works (HPW) and Chief Procurement Officer recommend that City Council approve spending authority in the total amount of **\$100,000.00** to **Community Lattice, LLC** for consulting services for the Brownfields Redevelopment Program (BRP) for a **one (1) year period** for Houston Public Works.

Community Lattice, LLC will provide professional services and support for the Brownfields Redevelopment Program. This will include weekly program meetings with city staff, quarterly reports in support of the Environmental Protection Agency (EPA) grant, and reporting and facilitating public meetings when necessary. Community Lattice, LLC will provide technical and ongoing community engagement support in collaboration with the Houston Health Department and Mayor’s Office concerning environmental complications and assist with addressing contamination of properties in the Fifth Ward, Kashmere Gardens, and the Union Pacific Railway site. This will also allow HPW to pursue additional grant funding and provide application support.

This recommendation is made pursuant to subsection 252.022(a)(4) of the Texas Local Government Code, which provides that "a procurement for personal, professional, or planning services" is exempt from the competitive requirements for purchases.

**MWBE Participation:**

Zero-percent goal document approved by the Office of Business Opportunity.

**Hire Houston First:**

This procurement is exempt from the City’s Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing a professional services procurement justification for this purchase.

**Fiscal Note:**

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal note is required as stated in the Financial Policies.

10/9/2024

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Jedediah Greenfield, Chief Procurement Officer  
Finance/Strategic Procurement Division

10/14/2024

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Randall V. Macchi, Chief Operating Officer  
Houston Public Works

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Estimated Spending Authority:			
Department	FY2025	Out Years	Total
Houston Public Works	\$100,000.00	\$0.00	100,000.00

**Amount and Source of Funding:**

\$100,000.00  
Water & Sewer Operating Fund  
Fund: 8300

**Contact Information:**

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Brian Blum, Assistant Director	HPW/PFW	(832) 395-2717
Carolyn Hanahan, Assistant Chief Policy Officer	Finance/SPD	(832) 393-9127
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD	(832) 393-9126

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
Approved Professional Service Justification	Backup Material
Proposal	Backup Material
Ownership Information Form	Backup Material
Tax Report	Backup Material
Conflict of Interest Form	Backup Material
Approved MWBE Goal Waiver	Backup Material
Insurance	Backup Material
Certification of Funds	Financial Information
Funding Verification	Financial Information