



City of Austin

Recommendation for Action

File #: 25-1707, **Agenda Item #:** 45.

8/28/2025

Posting Language

Authorize a contract for Urban Forest Grant fund administration for the Development Services Department with Austin Community Foundation, for an initial term of three years with up to two 1-year extension options in an amount not to exceed \$10,000,000. Funding: \$333,333 is available in the Operating Budget of Development Services Department. Funding for the remaining contract term is contingent upon available funding in future budgets.

Lead Department

Financial Services Department.

Client Department(s)

Development Services Department.

Fiscal Note

Funding in the amount of \$333,333 is available in the Fiscal Year 2024-2025 Operating Budget of Development Services Department.

Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

Professional Services.

MBE/WBE:

The professional services contract was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program). For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established.

For More Information:

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at: FSDCentralProcurementRCAs@austintexas.gov or 512-974-2500.

Additional Backup Information:

The contract will provide grant administration services on behalf of the City to support the Urban Forest Grant. City staff will review tree-related project requests and approve those that support the implementation of Imagine Austin, Austin's Urban Forest Plan, and Austin's Climate Equity Plan. The contractor will receive funds from the City and award grants to applicants in consultation with the City.

The Urban Forest Grant provides funding to community groups and nonprofit partners to promote conservation and improvement projects that benefit Austin's urban forest. The projects will be financially supported by the Urban Forest Replenishment Fund. The Urban Forest Replenishment Fund receives funding from development related tree mitigation when on-site mitigation, also known as tree planting, is not feasible. The

City's Land Development Code, § 30-5, Subchapter B, Tree and Natural Area Protection provides context for tree mitigation.

This contract replaces a contract that expires September 1, 2025. The requested authorization is based on historical spend and departmental estimates of future needs. The recommended contractor is the current provider for these services.

Contract Details:		
Contract Term	Length of Term	Contract Authorization
Initial Term	3 years	\$6,000,000
Optional Extension 1	1 year	\$2,000,000
Optional Extension 2	1 year	\$2,000,000
Total	5 years	\$10,000,000
Note: Contract Authorization amounts are based on the City's estimated annual usage.		