

# Application to Prequalify Planning Services Providers

TxCDBG Cycle Type: 2020

Firm Name: Esser & Company Consulting LLC	DUNS Number: 601640340	Federal EIN: 81-1252446
Prequalification Contact First, Last Name and Title: Carl Esser, Consultant	Phone Number: +1 (830) 278-1423	Prequalification Contact E-mail Address: carl.esser@hotmail.com
Firm Web Address N/A	Firm Mailing Address 702 Ashby Drive S. Uvalde, Tx. 78801	Name of Firm's President/Managing Officer: Carl Esser

## Application for Prequalification to Provide Planning Services

**IMPORTANT:** The term "respondent" refers to the individual or firm responding to this RFQ. Responses to the items in Part 1 will be posted on TDA's website with the Approved Vendor List for Planning Services. Responses to the items in Part 2 will be disclosed to participating local governments during the project-based solicitation. The applicant must verify their eligibility through the System for Award Management (SAM) and demonstrate they are not listed on the government-wide exclusion list. Attach printout(s) of verification page with date. **With the exception of SAM verification, TDA will not accept or publish any attachments to the application. A response is required for all questions.**

### Part 1

1. Provide a brief history or background of the respondent including number of years in the business of providing planning services.

The office of Esser & Company Consulting LLC has thirteen (13) years of proven experience dealing with Federal and State grants and loan agencies, as well as regulatory State agencies in successfully obtaining funding for the completion of local planning projects.

2. Describe the respondent's experience with the Community Development Block Grant (CDBG) Program and in particular the state CDBG program.

Esser & Company Consulting LLC's staff have proven success in obtaining and managing TxCDBG funds as exemplified by the multiple TxCDBG grants recently provided for the cities and counties throughout Southwest Texas. Current municipalities Esser & Company Consulting LLC have successfully obtained funding and successfully administered TxCDBG projects for the following cities to include but not be limited to the; City of Uvalde, Sabinal, Camp Wood, Brackettville, Big Wells, Leakey, Rocksprings, Spofford, Yoakum and Del Rio, and additionally the counties of Uvalde, Real, Edwards, Kinney, La Salle, Gillespie, Kendall, Val Verde and Zapata. Esser & Company Consulting LLC, is a customer focused company that implements innovative solutions to meet the challenges of infrastructure needs. The company is a leading provider of technical, program management, financial risk management, and construction management services to government clients across Southwest Texas. Esser & Company's history of exceeding client expectations has enabled us to remain the prime management firm for several clients throughout southwest Texas.

3. Describe the respondent's experience with the following:

#### a. Comprehensive plans

Esser & Company Consulting LLC has extensive experience with comprehensive plans and studies financed through provisions of the Texas Community Development Block Grant Program (TxCDBG) Grant from the U. S. Department of Housing and Urban Development. The plan's purposes have been to assess current conditions within unincorporated communities in order to identify needs and possible solutions with particular emphasis on water, sewer, streets, drainage, and housing.

#### b. Community development plans

Esser & Company Consulting LLC has extensive experience with Community Development Plan and studies financed through provisions of the Texas Community Development Block Grant Program (TxCDBG) Grant from the U. S. Department of Housing and Urban Development. The plan's purpose have been to assess current conditions within incorporated communities in order to identify needs and possible solutions with particular emphasis on land use, economic development, water, sewer, streets, drainage, throughfares, central business districts, housing, recreational and open space, subdivision ordinances and zoning.

#### c. Functional plans (e.g. housing, land use, economic development, open space, energy use, flood plain/wetlands, etc.)

Esser & Company Consulting LLC has extensive experience with Functional Plans and studies financed through provisions of the Texas Community Development Block Grant Program (TxCDBG) Grant from the U. S. Department of Housing and Urban Development. The plan's purpose have been to assess current conditions within incorporated and unincorporated communities in order to identify needs and possible solutions with particular emphasis on land use, economic development, recreation and



open space, housing, floodplains and wetlands. These functional plans have all been prepared with developing Goals and Objectives to be used during the planning period, updated and reviewed every three to five (3 to 5) years. All functional plans are developed by illustrating the existing and proposed systems and findings via the use of mapping.

d. Economic development plans

Esser & Company Consulting LLC has extensive experience with Economic Development Plans and studies financed through provisions of the Texas Community Development Block Grant Program (TxCDBG) Grant from the U. S. Department of Housing and Urban Development. Economic Development Plans have been prepared with reviews and analysis of the factors which have contributed to the present development of the planning area to include the development of the economy such as the physical growth of the community, and the relationship of the community to the region. Esser & Company Consulting LLC has prepared inventories of the social, economic, governmental, and industrial elements of the area's development and potential. These inventories have examined the number of people employed in the retail trade, manufacturing, construction and government, the dollar volume of various local employers, and employee income levels. Additionally these economic inventories have included retail facilities, wholesale facilities, service facilities, financial facilities, manufacturing facilities, physical facilities and rates for electric, water, natural gas, sewage and garbage disposal, transportation, quantity, quality and availability of raw materials, labor supply by sex, industry, and skills, available industrial sites and buildings to include location, utility connections, transportation, and availability.

Additionally Esser & Company Consulting LLC have successfully prepared applications to the Texas Historical Commission that have resulted in communities being designated as a Texas Main Street City.

e. Other plans/studies (e.g. neighborhood plans, capital improvement programs, individual project planning, environmental/historic preservation, etc.)

Esser & Company Consulting LLC has extensive experience with comprehensive and community development plans each which include the element of Capital Improvement Program and all capital needs. Plans have been prepared developing a capital needs list of projects by category with general priorities for improvements to be accomplished during the planning period through workshop meetings with local officials. Capital improvements have been prioritized according to guidelines, such as:

- (1) Mandatory: Those which protect life or health.
- (2) Necessary: Those which are important public services.
- (3) Desirable: Those which replace obsolete facilities.
- (4) Acceptable: Those which reduce operating costs.

f. Policy planning-management-capacity building activities

Esser & Company Consulting LLC has extensive experience with policy planning-management-capacity building activities to include preparing technical material necessary for the drafting of zoning ordinances and subdivision ordinances that will best be adapted to direct the use of land consistent with proposals of the city's previously prepared Land Use Plan. Technical material on zoning and subdivisions have been based on sound zoning and subdivision principles with all applicable laws, including affirmatively furthering fair housing and reducing or eliminating disparate treatment of classes protected under federal Fair Housing Law.

g. Grant writing/administration activities

The office of Esser & Company Consulting LLC has thirteen (13) years of proven experience dealing with Federal and State grants and loan agencies, as well as regulatory State agencies in successfully obtaining funding for the completion of local public works projects. These State and Federal Agencies include but are not limited to:

BCAP – Border Colonia Access Paving  
DSHS – Department of State Health Services  
FAA – Federal Aviation Agency  
FEMA – Federal Emergency Management Agency  
HRSA – Health Resources Services Administration  
OOG – Office of the Governor  
OOG, CJD – Office of the Governor Criminal Justice Program  
OOG,DHS – Office of the Governor Department of Homeland Security  
SECO – State Energy Conservation Office  
SOS – Secretary of State Office  
TDA – Texas Department of Agriculture  
TDEM – Texas Division of Emergency Management



TDHCA – Texas Department of Housing & Community Affairs  
TDSHS-Texas Dept. Of State Health Services  
TFS – Texas Forest Service  
TIDC – Texas Indigent Defense Commission  
TPWD – Texas Parks and Wildlife Department  
TWDB – Texas Water Development Board  
TCEQ – Texas Commission of Environmental Quality  
TxDOT – Texas Department of Transportation  
THC – Texas Historical Commission  
TMPC – Texas Military Preparedness Commission  
USACE – United States Army Corps of Engineers  
USDA – United States Department of Agriculture  
USDHS – United States Department of Homeland Security  
USFWS – United States Fish and Wildlife Service  
USHUD – United States Department of Housing

4. Describe the range of services that the respondent offers in-house and the services typically offered through subcontractors.

Esser & Company Consulting LLC's team provides key personnel with extensive knowledge and experience in all aspects and elements of planning services to include but not be limited to Base Planning, Housing, Population, Economic Development Land Use, Streets, Water, Wastewater, Drainage, Thoroughfares, Central Business District, Recreation and Open Space, Zoning and Subdivisions. All mapping both existing and future mapping elements are done in house.

5. Identify the geographic areas in which the respondent offers services.

<input checked="" type="checkbox"/> AACOG	<input type="checkbox"/> ATCOG	<input type="checkbox"/> BVCOG	<input type="checkbox"/> CAPCOG	<input type="checkbox"/> CBCOG
<input type="checkbox"/> CTCOG	<input checked="" type="checkbox"/> CVCOG	<input type="checkbox"/> DETCOG	<input type="checkbox"/> ETCOG	<input checked="" type="checkbox"/> GCRPC
<input type="checkbox"/> HGAC	<input type="checkbox"/> HOTCOG	<input type="checkbox"/> LRGVDC	<input checked="" type="checkbox"/> MRGDC	<input type="checkbox"/> NCTCOG
<input type="checkbox"/> NORTEX	<input type="checkbox"/> PBRPC	<input type="checkbox"/> PRPC	<input checked="" type="checkbox"/> RGCOG	<input type="checkbox"/> SETRPC
<input type="checkbox"/> SPAG	<input checked="" type="checkbox"/> STDC	<input type="checkbox"/> TEXOMA	<input type="checkbox"/> WCTCOG	<input type="checkbox"/> Statewide

6. Describe the respondent's ability to devote the needed time to a project based on current workload.

Esser & Company Consulting LLC's local office in Uvalde can provide immediate support to assist any client as needed.

7. Is the respondent a TxCDBG certified administrator?

- ☒ Yes, certified in 2019 and can provide administrative services for planning contracts.
- ☐ No, but can provide administrative services for planning contracts and will become certified.
- ☐ No, and does not offer administrative services for planning contracts.

If "No", provide most recent year of certification (as applicable):

8. Using the table below, provide detailed information on up to five planning services projects the respondent completed (if possible, include contracts with multiple different entities served by the respondent; in particular, planning projects supported by federal funds or those subject to federal requirements). Only include projects that were conducted in the last five (5) years or are currently under contract with the respondent, and that can be used as references.

Project Data and References			Add Project
Remove Project	Project Name	City of Camp Wood TxCDBG Contract No. 7217034	
Project Type		Planning & Capacity Building Study	



Project Location (Jurisdiction)	City of Camp Wood
<b>Project Description</b>	BASIC PLANNING ACTIVITIES, Base Mapping, Housing Inventory, Analysis and Plan, Population, Land Use Inventory Analysis, and Plan, Street System, Analysis and Plan, Water System Inventory, Analysis and Plan, Wastewater System Inventory, Analysis and Plan, Storm Drainage Inventory, Analysis, and Plan, Recreation and Open Space Inventory, Analysis and Plan, Capital Improvements Program, Financial Analysis, Capital Needs List, and Capital Improvement Program, Subdivision Ordinance Development and Review, Certifications, Presentations, Reports and Publications.
Roles & Responsibilities	All planning activities, mapping, environmental review, and close outs.
Project Cost	TxCDBG Planning and Capacity Building Funds \$29,205.00 City of Camp Wood Local Matching Funds \$1,460.25
Financing/Funding Source	TxCDBG Planning and Capacity Building Funds \$29,205.00 City of Camp Wood Local Matching Funds \$1,460.25
<b>Project Schedule</b> -Start and End Dates -Describe if project was completed on schedule or delayed	January 1, 2018 Start Date December 31, 2019 End Date Project was completed on schedule.
<b>Project Personnel</b> List all personnel associated with this project and their roles and responsibilities (only list those who may be assigned to a project).	Project personnel: Carl & Debbie Esser Responsibilities included but were not limited to the following activities. Basic Planning Activities Base Mapping, Housing Inventory, Analysis and Plan, Population, Land Use Inventory Analysis, and Plan, Street System, Analysis and Plan, Water System Inventory, Analysis and Plan, Wastewater System Inventory, Analysis and Plan, Storm Drainage Inventory, Analysis, and Plan, Recreation and Open Space Inventory, Analysis and Plan, Capital Improvements Program, Financial Analysis, Capital Needs List, and Capital Improvement Program, Subdivision Ordinance Development and Review, Certifications, Presentations, Reports and Publications. Project Management, Financial Management, Environmental Review, Civil Rights & Affirmatively Further Fair Housing Activities, Audit, Monitoring, and Close-Out Activities.
<b>Contact Information</b> Current phone and e-mail address of local government representatives you worked with.	City of Camp Wood, Jesus Chavez, Mayor of Camp Wood e-mail address cityhall@swtexas.net Phone (830) 597-2265
Remove Project	<b>Project Name</b> Edwards County TxCDBG 711315
Project Type	Colonia Comprehensive Plan and Study
Project Location (Jurisdiction)	Edwards County
<b>Project Description</b>	BASIC PLANNING ACTIVITIES, Base Mapping, Housing Inventory, Analysis and Plan, Population, Land Use Inventory Analysis, and Plan, Street System, Analysis and Plan, Water System Inventory, Analysis and Plan, Wastewater System Inventory, Analysis and Plan, Storm Drainage Inventory, Analysis, and Plan, Capital Improvements Program, Financial Analysis, Capital Needs List, and Capital Improvement Program, Certifications, Presentations, Reports and Publications.
Roles & Responsibilities	All planning activities, mapping, environmental review, and close outs.
Project Cost	TxCDBG Colonia Planning Funds \$34,250.00
Financing/Funding Source	TxCDBG Colonia Planning Funds \$34,250.00
<b>Project Schedule</b> -Start and End Dates -Describe if project was completed on schedule or delayed	September 16, 2011 Start Date September 15, 2013 End Date Project was completed on schedule.



<b>Project Personnel</b> List all personnel associated with this project and their roles and responsibilities (only list those who may be assigned to a project).	Project personnel: Carl & Debbie Esser Responsibilities included but were not limited to the following activities. Basic Planning Activities Base Mapping, Housing Inventory, Analysis and Plan, Population, Land Use Inventory Analysis, and Plan, Street System, Analysis and Plan, Water System Inventory, Analysis and Plan, Wastewater System Inventory, Analysis and Plan, Storm Drainage Inventory, Analysis, and Plan, Capital Improvements Program, Financial Analysis, Capital Needs List, and Capital Improvement Program, Certifications, Presentations, Reports and Publications. Project Management, Financial Management, Environmental Review, Civil Rights & Affirmatively Further Fair Housing Activities, Audit, Monitoring, and Close-Out Activities.
<b>Contact Information</b> Current phone and e-mail address of local government representatives you worked with.	Souli Asa Shanklin, Edwards County Judge e-mail address countyjudge@swtexas.net phone (830) 683-6122
Remove Project	<b>Project Name</b> City of Sabinal TxCDBG 712014
<b>Project Type</b>	Planning & Capacity Building Study
<b>Project Location (Jurisdiction)</b>	City of Sabinal
<b>Project Description</b>	BASIC PLANNING ACTIVITIES, Base Mapping, Housing Inventory, Analysis and Plan, Population, Land Use Inventory Analysis, and Plan, Street System, Analysis and Plan, Water System Inventory, Analysis and Plan, Wastewater System Inventory, Analysis and Plan, Gas System Inventory, Analysis and Plan, Thoroughfares Inventory Analysis and Plan, Central Business District Inventory Analysis and Plan, Storm Drainage Inventory, Analysis, and Plan, Recreation and Open Space Inventory, Analysis and Plan, Capital Improvements Program, Financial Analysis, Capital Needs List, and Capital Improvement Program, Zoning Ordinance Development and Review, Certifications, Presentations, Reports and Publications. Project Management, Financial Management, Environmental Review, Civil Rights & Affirmatively Further Fair Housing Activities, Audit, Monitoring, and Close-Out Activities.
<b>Roles &amp; Responsibilities</b>	All planning activities, mapping, environmental review, and close outs.
<b>Project Cost</b>	TxCDBG Planning and Capacity Building Funds \$50,520.00 City of Sabinal Local Matching Funds \$5,052.00
<b>Financing/Funding Source</b>	TxCDBG Planning and Capacity Building Funds \$50,520.00 City of Sabinal Local Matching Funds \$5,052.00
<b>Project Schedule</b> -Start and End Dates -Describe if project was completed on schedule or delayed	September 15, 2012 Start Date September 14, 2014 End Date Project was completed on schedule.
<b>Project Personnel</b> List all personnel associated with this project and their roles and responsibilities (only list those who may be assigned to a project).	Project personnel: Carl & Debbie Esser Responsibilities included but were not limited to the following activities. Basic Planning Activities Base Mapping, Housing Inventory, Analysis and Plan, Population, Land Use Inventory Analysis, and Plan, Street System, Analysis and Plan, Water System Inventory, Analysis and Plan, Wastewater System Inventory, Analysis and Plan, Gas System Inventory, Analysis and Plan, Thoroughfares Inventory Analysis and Plan, Central Business District Inventory Analysis and Plan, Storm Drainage Inventory, Analysis, and Plan, Recreation and Open Space Inventory, Analysis and Plan, Capital Improvements Program, Financial Analysis, Capital Needs List, and Capital Improvement Program, Subdivision Ordinance Development and Review, Certifications, Presentations, Reports and Publications. Project Management, Financial Management, Environmental Review, Civil Rights & Affirmatively Further Fair Housing Activities, Audit, Monitoring, and Close-Out Activities.
<b>Contact Information</b> Current phone and e-mail address of	Betty Jo Harris e-mail address harris_bettyjo@yahoo.com



local government representatives you worked with.	phone (830) 988-2218
Remove Project	<b>Project Name</b> City of Uvalde TxCDBG 713114
Project Type	Planning & Capacity Building Study
Project Location (Jurisdiction)	City of Uvalde
<b>Project Description</b>	BASIC PLANNING ACTIVITIES, Base Mapping, Housing Inventory, Analysis and Plan, Population, Land Use Inventory Analysis, and Plan, Street System, Analysis and Plan, Thoroughfares Inventory Analysis and Plan, Storm Drainage Inventory, Analysis, and Plan, Capital Improvements Program, Financial Analysis, Capital Needs List, and Capital Improvement Program, Subdivision Ordinance Development and Review, Certifications, Presentations, Reports and Publications. Project Management, Financial Management, Environmental Review, Civil Rights & Affirmatively Further Fair Housing Activities, Audit, Monitoring, and Close-Out Activities.
Roles & Responsibilities	All planning activities, mapping, environmental review, and close outs.
Project Cost	TxCDBG Planning and Capacity Building Funds \$55,000.00; City of Uvalde Local Matching Funds \$13,688.00
Financing/Funding Source	TxCDBG Planning and Capacity Building Funds \$55,000.00; City of Uvalde Local Matching Funds \$13,688.00
<b>Project Schedule</b> -Start and End Dates -Describe if project was completed on schedule or delayed	November 18, 2013 Start Date November 17, 2015 End Date Project was completed on schedule
<b>Project Personnel</b> List all personnel associated with this project and their roles and responsibilities (only list those who may be assigned to a project).	Project personnel: Carl & Debbie Esser Responsibilities included but were not limited to the following activities. Basic Planning Activities Base Mapping, Housing Inventory, Analysis and Plan, Population, Land Use Inventory Analysis, and Plan, Street System, Analysis and Plan, Thoroughfares Inventory Analysis and Plan, Storm Drainage Inventory, Analysis, and Plan, Capital Improvements Program, Financial Analysis, Capital Needs List, and Capital Improvement Program, Subdivision Ordinance Development and Review, Certifications, Presentations, Reports and Publications. Project Management, Financial Management, Environmental Review, Civil Rights & Affirmatively Further Fair Housing Activities, Audit, Monitoring, and Close-Out Activities.
<b>Contact Information</b> Current phone and e-mail address of local government representatives you worked with.	Joe Cardenas Assistant City Manager e-mail address jcar@uvaldetx.gov phone (8300 278-3315
Remove Project	<b>Project Name</b> Val Verde County Colonia(s) Area(s) Plan
Project Type	Colonia Area(s) Plan(s)
Project Location (Jurisdiction)	Val Verde County
<b>Project Description</b>	A Colonia Area Plan on behalf of Rise Estates, Rancho Del Rio, Escondido Estates Colonias
Roles & Responsibilities	All planning activities, mapping, environmental review, and close outs.
Project Cost	TxCDBG Colonia Planning Funds \$23,250.00
Financing/Funding Source	TxCDBG Colonia Planning Funds \$23,250.00
<b>Project Schedule</b> -Start and End Dates	September 16, 2011 Start Date September 15, 2013 End Date



-Describe if project was completed on schedule or delayed	Project was completed on schedule.
<b>Project Personnel</b> List all personnel associated with this project and their roles and responsibilities (only list those who may be assigned to a project).	Project personnel: Carl & Debbie Esser Responsibilities included but were not limited to the following activities. Basic Planning Activities Base Mapping, Housing Inventory, Analysis and Plan, Street System, Analysis and Plan, Water System Inventory, Analysis and Plan, Wastewater System Inventory, Analysis and Plan, Storm Drainage Inventory, Analysis, and Plan, Certifications, Presentations, Reports and Publications. Project Management, Financial Management, Environmental Review, Civil Rights & Affirmatively Further Fair Housing Activities, Audit, Monitoring, and Close-Out Activities.
<b>Contact Information</b> Current phone and e-mail address of local government representatives you worked with.	Lewis G. Owens Jr. e-mail address lowens@valverdecountry.texas.gov phone (830) 774-7501

9. Describe the experience, competence and training of personnel with respect to provision of planning services, and related work. Use the following table to present background on key personnel who will potentially be assigned responsibility for a core project task.

Esser and Company Consulting LLC has extensive knowledge and has worked hand in hand with Federal and State Agencies to successfully implement and manage more than 200 projects. Our extensive knowledge ensures all counties and cities applications will be complete and successful. Esser & Company Consulting LLC has developed open communications with all agencies, getting to know many of the staff members while communicating with them daily, thus providing for closer client relationships while working with all stakeholders.

Key Personnel Profile(s)		Add Personnel
Remove Personnel	<b>Full Name</b>	Carl Esser & Debbie Esser
Potential Role	Base Location	Consultants, Esser & Company Consulting LLC, Uvalde, Texas
<b>Current Employment</b>	Current job title	Owners-Operators of Esser & Company Consulting LLC
Job responsibilities	Number of years with respondent	Job Responsibilities: Grant Writing Services, Grant Administration Services, Planning and Mapping Services Number of Years: 13
<b>Overall</b>	Total Years or relevant experience Other relevant experience or accomplishments	Over the past thirteen (13) years Esser & Company Consulting LLC has developed the knowledge and technical expertise to tackle the most complex challenges, regardless of the scope of the project. With a large pool of resources to draw upon, Esser & Company Consulting LLC has the capacity to provide services to small and large clients alike. Esser & Company's history of exceeding client expectations has enabled us to remain the prime management firm for several clients throughout southwest Texas.

*NOTE: More detailed information, that expands upon staff experience, training background and other relevant information, may be provided at the request of interested communities who are in the process of soliciting proposals for planning services.*

10. Provide a statement on the availability and commitment of the firm and personnel to undertake the project.

The successful outcome of any project depends upon the assigned human resources. The resources of Esser & Company Consulting LLC include TDA certified professional grant administrators. The key personnel who will make up the project team to perform all aspects of work for TxCDBG funded projects have the experience and proven competence in the appropriate field of study, planning and administration. The present workload of Esser & Company is such that the management for the project could begin immediately. Esser & Company is familiar with municipal and county government administrations, purchasing, and staff requirements and expectations. Esser & Company Consulting LLC brings background experience to county and municipal governments through working relationships with contractors, consulting engineers, and state and federal agencies. We have a sincere interest in being assigned your work and look forward to a long lasting working relationship. Providing professional service is our business. Esser & Company Consulting LLC has no conflict of interest or outside influence with any of the Counties or Cities work.

11. Is the respondent certified or self-identified as a small business, minority- or woman- owned business enterprise, or Section 3 business?

Small Business		Woman Owned		Minority Owned		Section 3	
<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> Yes	<input checked="" type="radio"/> No

12. State the respondent's policy regarding affirmative action.

Esser & Company Consulting LLC agrees to ensure that no person shall on the grounds of race, color, national origin, religion, sex, age, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity assisted in whole or in part with TxCDBG funds. Esser & Company strives to maintain the goals established by the client and funding agency to incorporate Historically Underutilized Business (HUB), Disadvantaged Business Enterprise (DBE), Small Women-Owned Business Enterprise (SWBE), and Minority Business Enterprise (MBE). Esser & Company Consulting LLC agrees to comply with the non-discrimination laws, regulations, and executive orders referenced in 24 CFR 570.607 in employment and contracting opportunities.

13. Provide any additional information that the respondent feels is essential to the respondent's statement of qualifications.

As the professional responsible for the coordination of various disciplines, as well as communications with the client and state agencies and the overall progress of the project, the most single important position on the County or City project is the Grant Administrator. The grant administrator ensures that all grant activities comply with TxCDBG and Federal HUD guidelines and policies. Esser & Company Consulting LLC is experienced and capable to fulfill the various roles required for any project. The Project Manager for this project will be Mr. Carl Esser a TDA certified grant administrator. His wife Debbie also a TDA certified grant administrator will assist in the day to day activities of managing this project. Esser & Company Consulting LLC has overseen the administration of multiple TxCDBG projects to include but not be limited to water and sanitary sewer system improvements, on-site septic system projects, sidewalk projects, street paving and drainage projects and water and wastewater treatment facilities.

Esser & Company Consulting LLC's commitment to clients will not end with completion of our contractual requirements. Esser & Company Consulting LLC will continue to remain available to clients and provide recommendations and consulting services as needed.