

Application to Prequalify Planning Services Providers

TxCDBG Cycle Type: 2020

Firm Name: Public Management, Inc.	DUNS Number: 945630507	Federal EIN: 76-0361938
Prequalification Contact First, Last Name and Title: Patrick Wiltshire, President/CEO	Phone Number: +1 (281) 592-0439	Prequalification Contact E-mail Address: pwiltshire@publicmgt.com
Firm Web Address www.publicmgt.com	Firm Mailing Address 15355 Vantage PKWY W. STE 108, H	Name of Firm's President/Managing Officer: Patrick K. Wiltshire

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.

Public Management, Inc., established in 1982, is an employee owned, private consulting firm with over 30 years of experience operating in the state of Texas. With emphasis on assisting rural and sub-urban municipalities address their quality of life needs through planning, financing, and management initiatives, Public Management has developed a needs based approach to service delivery. Public Management was founded to help Texas communities navigate the challenges faced when pursuing prosperity for their cities and towns. We empower our clients to grow and improve the quality of life for their residents through sound planning, financing and management initiatives. We believe in the potential of every Texas city and town and exist to build vibrant and sustainable communities.

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

Public Management has been committed to aiding Texans since 1982. Our team collectively has decades of experience managing over 1,000 projects for more than 220 cities and towns across the State totaling over \$500 million. With projects ranging from sewer, water, streets, drainage, and planning, our people are equipped with the right tools and knowledge to ensure the successful follow through of a community's goals.

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

- a. Comprehensive plans

Public Management, Inc., established in 1982, has been preparing comprehensive plans for more than 35 years. Our senior planner, Kenneth J Coignet, has a Master's Degree in Applied Geography, with a concentration in Land/Area/Development and Management and has over 20 years of experience writing comprehensive plans. Additional support staff include Jake McAdams who holds a Masters Degrees in Public History, Patrick Wiltshire who holds a Masters Degree in Public Administration, and Tim Everitt who is a certified GIS technician with over 15 years experience.

- b. Community development plans

A majority of the plans prepared by Public Management are part of the Texas Community Development Block Grant Program. The remaining plans are funded by local communities. As such, all of Public Management's plans emphasize community development through goals and objectives aimed at addressing housing, infrastructure and quality of life issues.

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

Most of Public Management's comprehensive plans contain housing, land use, capital improvement, economic development, open space and recreation, utility and storm drainage elements. In addition, some of of Public Management's plans are stand-alone or strategic plans such as park master plans, coastal resources, downtown revitalization, flood mitigation, and economic development.

- d. Economic development plans

Specifically, these studies review past and present trends of economic development, inventory of underdeveloped and

underutilized land, as well as assessment of infrastructure needs as a resource for planning future economic development. Plans are developed to use existing characteristics of the community to enhance employment conditions and to increase the local tax base. Ideas and proposals from business leaders will be solicited to develop a plan to maintain current vitality and create new opportunities for the central business district.

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

Public Management's comprehensive plans contain neighborhood plans and capital improvement programs as necessary to assist our clients with long-term strategic planning efforts. These plans prove important for strategic visioning session for our clients as they assess the status of their community and plan a path forward. In addition, some of of Public Management's plans are stand-alone strategic plans such as capital improvement programs.

f. Policy planning-management-capacity building activities

Public Management, Inc., established in 1982, has been preparing planning/management/capacity plans for more than 35 years. Most of Public Management's comprehensive plans contain these components. In addition, some of of Public Management's plans are stand-alone strategic plans that include Flood Mitigation Plans and Coastal Resources plans.

g. Grant writing/administration activities

Public Management will work with the Client's staff to provide the necessary grant writing, administrative and planning services to see the project to completion. Public Management will meet with Client officials on a regular basis to review progress on the objectives of the project and then take actions to see that those objectives are met.

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

Public Management offers specialization in grant application preparation, project management, environmental services, acquisition services, contract management, labor standards and construction management compliance, and comprehensive planning and mapping. All services are performed in house.

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

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

Public Management assists clients across the state of Texas and our client base continues to grow.

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

Our entire team of professional planners and project managers offer a focused and unwavering commitment to complete this program to the full satisfaction of all parties. Our professional staff has the ability to handle a substantial workload due to the diversity of the organizational expertise. Many projects are completed using a "Team" system which allows greater flexibility of project management and service delivery. With this system, workloads are reduced and spread-out over the entire organization. Additionally, Public Management has the option to increase staff if needed in order to handle increased capacity.

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):

Not 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 Alma 2017 TxCDBG Planning
Project Type		2017 TxCDBG Planning/Capacity/Building Project
Project Location (Jurisdiction)		City of Alma, Texas
Project Description		Community Planning-Comprehensive Plan
Roles & Responsibilities		Preparation of the Comprehensive Plan, Administration
Project Cost		\$24,041.00
Financing/Funding Source		Texas Department of Agriculture, Texas Community Development Block Grant Program (\$21,855.00); City of Alma (\$2,186.00)
Project Schedule -Start and End Dates -Describe if project was completed on schedule or delayed		-Start and End Dates: 11/1/2018-12/31/2019 -Project was completed on schedule
Project Personnel List all personnel associated with this project and their roles and responsibilities (only list those who may be assigned to a project).		Kenneth J. Coignet, Senior Planner: Kenneth was responsible for the overall preparation of the plan, including completion of the written studies which included base studies, street system, water system, storm drainage system, capital improvements program, subdivision regulations and zoning. Kenneth was also responsible for the preparation of the plan for submission to TDA, meetings with the City and other interested parties, presentations to the City and other interested parties and overall grant administration. Timothy Everitt, Graphics and Mapping Specialist: Tim was responsible for preparation of all of the graphics, including the planning element mapping necessary to fulfill the requirements set forth by TDA in the City's contract. In addition, Tim helped prepare the final documents, including the compact disc at the conclusion of the project.
Contact Information Current phone and e-mail address of local government representatives you worked with.		Linda Blazek, City Secretary (972)-935-6777, cityof.almatx@yahoo.com
Remove Project	Project Name	City of Terrell 2015 TxCDBG Planning
Project Type		2015 TxCDBG Planning /Capacity/Building Project
Project Location (Jurisdiction)		City of Terrell
Project Description		Community Planning-Comprehensive Plan
Roles & Responsibilities		Preparation of the Comprehensive Plan, Administration
Project Cost		\$75,000.00
Financing/Funding Source		Texas Department of Agriculture, Texas Community Development Block Grant Program (\$55,000.00); City of Terrell (\$20,000.00)
Project Schedule -Start and End Dates		-Start and End Dates: 11/13/2015-11/12/2017 -Project was completed on schedule

-Describe if project was completed on schedule or delayed		
Project Personnel List all personnel associated with this project and their roles and responsibilities (only list those who may be assigned to a project).		<p>Kenneth J. Coignet, Senior Planner: Public Management, Inc. served as sub-contractor for this plan. Kenneth was responsible for preparation of certain elements of the overall plan, including completion of the written studies for the base studies, economic development, capital Improvements program, subdivision regulations, zoning ordinance, and public buildings. In addition, Kenneth was responsible for preparation of the plan for submission to TDA, meetings with the City and other interested parties, presentations to the City and other interested parties and overall grant administration.</p> <p>Timothy Everitt, Graphics and Mapping Specialist: Tim was responsible for preparation of all of the graphics, including the planning element mapping necessary to fulfill the requirements set forth by TDA in the City's contract. In addition, Tim helped prepare the final documents, including the compact disc at the conclusion of the project.</p>
Contact Information Current phone and e-mail address of local government representatives you worked with.		<p>Mike Sims, City Manager (972)-551-6600, mikesims@cityofterrell.org</p> <p>Charles Fenner, Municipal Development Director (972)-551-6600, CFenner@cityofterrell.org</p>
Remove Project	Project Name	City of Winters 2016 TxCDBG Planning
Project Type		2016 TxCDBG Planning /Capacity/Building Project
Project Location (Jurisdiction)		City of Winters, Texas
Project Description		Community Planning-Comprehensive Plan
Roles & Responsibilities		Preparation of the Comprehensive Plan, Administration
Project Cost		\$48,930.00
Financing/Funding Source		Texas Department of Agriculture, Texas Community Development Block Grant Program (\$44,430.00); City of Winters (\$4,500.00)
Project Schedule -Start and End Dates -Describe if project was completed on schedule or delayed		<p>-Start and End Dates: 10/14/2016-10/13/2018</p> <p>-Project was completed on schedule</p>
Project Personnel List all personnel associated with this project and their roles and responsibilities (only list those who may be assigned to a project).		<p>Kenneth J. Coignet, Senior Planner: Kenneth was responsible for the overall preparation of the plan, including completion of the written studies which included base studies, economic development, street system, water system, wastewater system, storm drainage system, recreation and open space, capital improvements program and zoning. Kenneth was also responsible for the preparation of the plan for submission to TDA, meetings with the City and other interested parties, presentations to the City and other interested parties and overall grant administration.</p> <p>Timothy Everitt, Graphics and Mapping Specialist: Tim was responsible for preparation of all of the graphics, including the planning element mapping necessary to fulfill the requirements set forth by TDA in the City's contract. In addition, Tim helped prepare the final documents, including the compact disc at the conclusion of the project.</p>
Contact Information Current phone and e-mail address of local government representatives you worked with.		<p>Virginia Ochoa, City Secretary (325) 754-4424, virginia@wtxs.net</p> <p>Lisa Yates, Mayor, City of Winters (325) 754-4424, citywin@wtxs.net</p>
Remove Project	Project Name	City of Italy 2016 TxCDBG Planning

Project Type	2016 TxCDBG Planning /Capacity/Building Project	
Project Location (Jurisdiction)	City of Italy	
Project Description	Community Planning-Comprehensive Plan	
Roles & Responsibilities	Preparation of the Comprehensive Plan, Administration	
Project Cost	\$46,550.00	
Financing/Funding Source	Texas Department of Agriculture, Texas Community Development Block Grant Program (\$38,550.00); City of Italy (\$8,000.00)	
Project Schedule -Start and End Dates -Describe if project was completed on schedule or delayed	-Start and End Dates: 10/14/2016-10/13/2018 -Project was completed on schedule	
Project Personnel List all personnel associated with this project and their roles and responsibilities (only list those who may be assigned to a project).	<p>Kenneth J. Coignet, Senior Planner: Kenneth was responsible for the overall preparation of the plan, including completion of the written studies which included base studies, economic development, central business district, street system, water system, wastewater system, storm drainage system, capital improvements program, subdivision regulations and zoning. Kenneth was also responsible for the preparation of the plan for submission to TDA, meetings with the City and other interested parties, presentations to the City and other interested parties and overall grant administration.</p> <p>Timothy Everitt, Graphics and Mapping Specialist: Tim was responsible for preparation of all of the graphics, including the planning element mapping necessary to fulfill the requirements set forth by TDA in the City's contract. In addition, Tim helped prepare the final documents, including the compact disc at the conclusion of the project.</p>	
Contact Information Current phone and e-mail address of local government representatives you worked with.	<p>Amber Cunningham, City Secretary (972)-483-7329, ext. 103, acunningham@italycityhall.org</p> <p>Shawn Holden, City Administrator (972)-483-7329, ext. 102, sholden@italycityhall.org</p>	
Remove Project	Project Name	City of Mabank 2017 TxCDBG Planning
Project Type	2017 TxCDBG Planning /Capacity/Building Project	
Project Location (Jurisdiction)	City of Mabank, Texas	
Project Description	Community Planning-Comprehensive Plan	
Roles & Responsibilities	Preparation of the Comprehensive Plan, Administration	
Project Cost	\$57,285.00	
Financing/Funding Source	Texas Department of Agriculture, Texas Community Development Block Grant Program (\$49,785.00); City of Mabank (\$7,500.00)	
Project Schedule -Start and End Dates -Describe if project was completed on schedule or delayed	-Start and End Dates: 1/1/2018-12/31/2019 -Project was completed on schedule	
Project Personnel List all personnel associated with this project and their roles and	Kenneth J. Coignet, Senior Planner: Kenneth was responsible for the overall preparation of the plan, including completion of the written studies which included base studies, economic development, central business district, street system, water system, wastewater	

responsibilities (only list those who may be assigned to a project).	<p>system, storm drainage system, recreation and open space and capital improvements program. Kenneth was also responsible for the preparation of the plan for submission to TDA, meetings with the City and other interested parties, presentations to the City and other interested parties and overall grant administration.</p> <p>Timothy Everitt, Graphics and Mapping Specialist: Tim was responsible for preparation of all of the graphics, including the planning element mapping necessary to fulfill the requirements set forth by TDA in the City's contract. In addition, Tim helped prepare the final documents, including the compact disc at the conclusion of the project.</p>
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Contact Information Current phone and e-mail address of local government representatives you worked with.	<p>Laurie Neustupa, City Secretary (903)-887-3241, Laurie@cityofmabank.org</p> <p>Bryant Morris, City Manager (903)-887-3241, Bryant@cityofmabank.org</p>
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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.

With a staff of highly qualified employees, Public Management is uniquely positioned to scale operations to the needs of the client. As a small firm of reliable experts with nimble capabilities, Public Management focuses our collaborative expertise on accomplishing the objectives of our clients.

Key Personnel Profile(s)		Add Personnel
Remove Personnel	Full Name	Patrick K. Wiltshire
Potential Role	Base Location	President and Chief Executive Officer located in Houston, TX
Current Employment	Current job title	January, 2014 through Present
Job responsibilities	Number of years with respondent	Supervisory authority over all Company operations including, but not limited to, project assignment and management; personnel policies; daily operational functions and policies; financial operations; and business development. The CEO will oversee short and long range strategic planning; enhance and/or develop, implement and enforce policies and procedures of the organization by way of systems that will improve the overall operation and effectiveness of the corporation; as well as plan, develop, organize, implement, direct and evaluate the organization's fiscal function and performance. In addition, the CEO will oversee and work closely with the Chief Operating Officer, Chief Financial Officer, Business Development Director, and Marketing Coordinator to ensure the Vision and Mission of the Company is maintained in each operational function of the business. Finally, the CEO promotes a culture of high performance and continuous improvement that values learning and a commitment to quality.
		Patrick has been with Public Management for 10 years.
Overall	Total Years or relevant experience	Patrick has 10 years of experience working with Public Management and has developed applications for and managed projects from the following programs, including but not limited to:
	Other relevant experience or accomplishments	TxCDBG Community Development Fund, Texas Capital Fund, TxCDBG Planning and Capacity Building, Hurricane and Ike Disaster Recovery, Texas Water Development Board DWSRF and CWSRF, Natural Resource Conservation Service Grant, FEMA Public Assistance, HOME and Texas Small Cities Park Grant.

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.

Remove Personnel	Full Name	Kenneth Coignet
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Potential Role Base Location	Vice President and Senior Planner located in San Antonio, TX
Current Employment Current job title Job responsibilities Number of years with respondent	November, 1999 through Present The Planner is responsible for the successful completion of projects assigned by the COO. Specifically, the Planner is responsible for the research and development of planning material as set out in the specified needs of the client. The Planner will need to attend meetings, conduct outreach and engage client and community leaders on planning needs. The Planner will assess all available material, evaluate trends, develop comparative analysis, and finalize requested planning studies based on client needs. Ken has been with Public Management for over 21 years.

Overall Total Years or relevant experience Other relevant experience or accomplishments	Ken has 21 years experience working with Public Management and has developed applications for and managed projects from the following programs, including but not limited to: TxCDBG Community Development Fund, Texas Capital Fund, TxCDBG Colonia Fund, HOME, TxCDBG Planning and Capacity Building, TxDot Infrastructure Fund and Texas Small Cities Park Grant
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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.

Remove Personnel	Full Name	Nicholas Houston
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Potential Role Base Location	Vice President and Chief Financial Officer located in Houston, TX
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Current Employment Current job title Job responsibilities Number of years with respondent	January, 2016 through Present Supervisory authority over all financial operations, including but not limited to, financial policies, budget preparation and financial planning and forecasting, retirement and benefits development and implementation, oversees accounts receivable & accounts payable, directs investments and distributions, maintains past and current financial records for reporting, assists and develops audit and tax reporting. The CFO works closely with the CEO to develop financial operational strategies by evaluating trends; establishing critical measurements; determining production, productivity, quality, and customer-service strategies; designing systems; accumulating resources; resolving problems; implementing change. In addition, the CFO develops organization prospects by studying economic trends and revenue opportunities; projecting acquisition and expansion prospects; analyzing organization operations; identifying opportunities for improvement, cost reduction, and systems enhancement; accumulating capital to fund expansion. Nic has been with Public Management for over 13 years.
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Overall Total Years or relevant experience Other relevant experience or accomplishments	Nic has 13 years of experience working with Public Management and has developed applications for and managed projects from the following programs including but not limited to: TxCDBG Community Development Fund, Texas Capital Fund, Hurricane Rita and Ike Disaster Recovery, HOME, Hazard Mitigation Grant Program and Texas Small Cities Park Grant
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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.

Remove Personnel	Full Name	Jake McAdams
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Potential Role Base Location	Regional Project Manager located in Granbury, Texas
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Current Employment Current job title	July, 2015 through Present
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Job responsibilities Number of years with respondent	The Regional Project Manager is responsible for client relations, business development and overall project management in the regions which Public Management has satellite offices or business interest. In addition to these duties, the Regional Project Manager shall have all other duties associated to the Project Manager. Jake has worked with Public Management for 6 years.
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Overall Total Years or relevant experience Other relevant experience or accomplishments	Jake has 6 years of experience working with Public Management and has developed applications for and managed projects from the following programs including but not limited to: TxCDBG Community Development Fund, Texas Capital Fund, Texas Water Development Board DWSRF and CWSRF and Texas Small Cities Park Grant.
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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.

Remove Personnel	Full Name	Timothy Everitt
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Potential Role Base Location	Graphics Manager, Assistant Planner and Labor Standards Officer located in Cleveland, Texas
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Current Employment Current job title Job responsibilities Number of years with respondent	January, 2003 through Present Prepares all project mapping, design and graphic related documentation. Develops and maintains graphics and mapping and database that is readily available for company usage. Creates and maintains Geographic Information System database for clients to access pertinent community mapping information. Develops company Information Technology infrastructure – hardware and software requirements, maintenance schedule, and security services. Conducts programmatic and manual analysis and create reports and thematic maps on the data within the GIS. Assures quality on new or revised data conforms to standards laid out in the Geo-database, or any other applicable standard or policy. Collects and converts mapping resources and data necessary for the input and editing of municipal infrastructures. Insures that all labor standards laws and regulations are observed for various projects and programs. Tim has been with Public Management for over 16 years
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Overall Total Years or relevant experience Other relevant experience or accomplishments	Tim has over 16 years of experience working with Public Management and has developed mapping and visual aids for the following programs, including but not limited to: TxCDBG Community Development Fund, Texas Capital Fund, TxCDBG Planning and Capacity Building, Hurricane and Ike Disaster Recovery, Texas Water Development Board DWSRF and CWSRF, Natural Resource Conservation Service Grant, FEMA Public Assistance, HOME and Texas Small Cities Park Grant
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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.

Remove Personnel	Full Name	Tiffany Hawthorne
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Potential Role Base Location	Compliance Specialist/Proposal Manager located in Houston, Texas
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Current Employment Current job title Job responsibilities Number of years with respondent	March, 2018 through Present The Compliance Specialist is responsible for assisting the Houston Project Managers in the management and administration of client projects. Other responsibilities include preparing all compliance documentation, track project status, update staff reports, collect data, prepare reports, forms and studies. She works to develop and implement state and federal programs based on client needs. As a Proposal Manager, she develops and maintains accurate project detail and client records in relation to funding, project type, and funding amounts. She prepares responses to Request for Proposals (RFP) for all company project considerations. She also maintains detailed procurement files and records for each proposal submission.
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	Tiffany has been with Public Management for over 6 years.
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Overall Total Years or relevant experience Other relevant experience or accomplishments	Tiffany has 6 years experience working with Public Management developing proposals, assisting with finances, interfacing with clients and maintaining records.
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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.

Remove Personnel	Full Name	Morgan Jimenez
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Potential Role Base Location	Project Manager located in Granbury, Texas
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Current Employment Current job title Job responsibilities Number of years with respondent	<p>August, 2018 through Present</p> <p>The Project Manager is responsible for successful completion of projects assigned by the CEO. Prepare all necessary compliance documentation and generally manage compliance issues for client projects. Retaining required environmental clearances and proper documentation to proceed with projects. Collect data and prepare reports, forms and studies for client projects. Engage and advise community leaders on management, planning and financial service best practices. Coordinate project outreach and initiate project status meetings. Deliver presentations to governing bodies and equip community leaders with quality information. Accomplish project objectives by planning and evaluating project activities. Encourages and develops business with existing and potential clients.</p> <p>Morgan has worked with Public Management for over 1 year.</p>
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Overall Total Years or relevant experience Other relevant experience or accomplishments	Morgan has over 1 year of experience working with Public Management and has managed projects from the following programs including but not limited to: TxCDBG Community Development Fund, Texas Capital Fund and Texas Small Cities Park Grant.
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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.

Public Management will commit all available resources to ensure the project is successful and completed to the full satisfaction of all parties.
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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 checked="" type="radio"/> Yes <input 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

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

Public Management, Inc. maintains a policy of non-discrimination in all phases of employment and complies in full with all applicable laws. Specifically:

Equal Employment Opportunity

a) Public Management will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. Public Management will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex,

sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Public Management agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b) Public Management will, in all solicitations or advertisements for employees placed by or on behalf of the Public Management; state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

c) Public Management will not discourage or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

d) Public Management will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives Application to Prequalify Grant Administrators Page 12 of 15 Public Management Inc. of the employers commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

e) Public Management will comply with all provisions of Executive Order 11246 of September 24, 1965, "Equal Employment Opportunity" and of the rules, regulations, and relevant orders of the Secretary of Labor.

f) Public Management will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

Section 503 of the Rehabilitation Act (the "Act") - Handicapped Affirmative Action for Handicapped Workers

a) Public Management will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant for employment is qualified. Public Management agrees to take affirmative action to employ, advance in employment and otherwise treat qualified handicapped individuals without discrimination based upon their physical or mental handicap in all employment practices such as the following: Employment, upgrading, demotion or transfer, recruitment, advertising layoff or termination rates of pay or other forms of compensation, and selection for training, including apprenticeship.

b) Public Management agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Act.

c) In the event of Public Management's non-compliance with requirements of this clause, actions for non-compliance may be taken in accordance with rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Act.

d) Public Management agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the company, provided by or through the employer. Such notices shall state the employers obligation under the law to take affirmative action to employ and advance in employment qualified handicapped employees and applicants for employment, and the rights of applicants and employees.

e) Public Management will notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the employer is bound by the terms of Section 503 of the Rehabilitation Act of 1973, and is committed to take affirmative action to employ and advance in employment physically and mentally handicapped individuals.

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

Public Management was founded to help Texas communities navigate the challenges faced when pursuing prosperity for their cities and towns. We empower our clients to grow and improve the quality of life for their residents through sound planning, financing, and management initiatives. We believe in the potential of every Texas city and town and exist to build vibrant and sustainable communities.

Public Management, Inc. is more than a consultant. We do more than grant management and offer much more than typical planning services. We help communities, big and small, in the pursuit of prosperity. Our team collectively has decades of experience managing over 1,000 projects for more than 220 cities and towns across the state. With client funding ranging from \$10,000 to \$59 million, our people are equipped with the right tools and knowledge to ensure successful follow through of a community's goals.