MEMORANDUM

To: Galveston County Commissioners Court

From: Grants Administration

Court Date: August 17, 2026

RE: GrantWorks Services Agreement, Split Task Order No. 1 and Create NEW Task Order No. 5, related to DR 4332 0025 & 0239 Galveston County Elevations

BACKGROUND

On August 25, 2017, the President declared a major disaster for the State of Texas as a result of Hurricane Harvey (DR-4332-TX).

On June 18, 2018, Galveston County authorized the submission of two separate applications to the Hazard Mitigation Grant Program (HMGP) to elevate 27 and 43 repetitive loss and/or substantially damaged residential structures, respectively, within Galveston County to at least two feet above Base Flood Elevation (BFE).

On November 30, 2020, Galveston County Commissioners Court accepted the HMGP awards for the Elevation of Properties Batch #1 project in the amount of $4,244,414.00, with an additional $212,220.70 in Management Costs, and the Elevation of Properties Batch #3 project in the amount of $5,624,903.00, with an additional $281,245.65 in Management Costs.

The combined HMGP awards totaled $9,869,317.00, plus $493,466.35 in Management Costs.

To support the ongoing administration of the HMGP awards under a newly procured contract, Galveston County issued RFP 25-075 for Grant Program Management.

On February 16, 2026, Galveston County Commissioners Court approved Agenda Item No. 25-217, awarding the contract to GrantWorks and authorizing execution of the resultant agreement. The Services Agreement with GrantWorks was executed that same day.

On March 16, 2026, Galveston County Commissioners Court approved Agenda Item No. 26-319, authorizing the execution of Task Order No. 1 for work related to FEMA HMGP Elevation Projects 0025 and 0239 under DR-4332-TX.

SUMMARY

This item is being presented to Commissioners Court for consideration of an amendment to Task Order No. 1 for FEMA HMGP Project 0025 and the creation of Task Order No. 5 for FEMA HMGP Project 0239 to facilitate separate billing, track the level of effort associated with each batch, and reflect their distinct funding sources.

FINANCIAL SUMMARY

Services Agreement (Not-to-Exceed Amount)	$1,500,00.00
Task Order No. 1 – HMGP 4332-0025 (Not-to-Exceed Amount):	$212,220.70
Task Order No. 5 – HMGP 4332-0239 (Not-to-Exceed Amount):	$281,245.65

RECOMMENDATIONS

Grants Administration requests that Commissioners Court consider approval of an amendment to Task Order No. 1 for FEMA HMGP Project 0025 and the creation of Task Order No. 5 for FEMA HMGP Project 0239 under the existing Services Agreement with GrantWorks, as submitted.

ATTACHEMENTS FOR WET SIGNATURE

- **Task Order No. 1 Amendment 1 Request**
- **Task Order No. 1 MSA Attachment**
- **Task Order No. 1 for FEMA HMGP DR 4332 0025**
- **Task Order No. 5 MSA Attachment**
- **Task Order No. 5 for FEMA HMGP DR 4332 0239**