



## City Council Agenda Item Summary Report

Meeting Date: November 2, 2021			
Submitted by: Deborah Woodham, Director of Finance			
Consent <input checked="" type="checkbox"/>	Discussion Only	Public Hearing	Action/Discussion
Item Title: Consider authorizing staff to seek proposals through a request for qualifications from qualified firms for American Rescue Plan Act consultant services.			
How this item ties-in with the City's Mission, Vision and Values:			
Attachments: RFQ #2021-006			

**Item Summary:**

As part of the American Rescue Plan Act of 2021 (ARPA), the City anticipates receiving approximately \$6.7 million in additional funds to address local needs generated by the COVID-19 pandemic. The City is seeking a professional consulting firm to provide expertise in ensuring compliance with federal regulations while maximizing the recovery of and beneficial uses of the ARPA dollars in the local community.

The selected consulting firm shall assist the City with the following duties as mutually agreed upon:

- Assist in developing appropriate policies and procedures for use of ARPA funds.
- Provide expert guidance and advisory services regarding all applicable legislation, regulations, policies, and rules related to federal recovery funds.
- Provide support for strategic planning and coordination of all recovery efforts
- Review contracts and purchasing documentation to ensure cost recovery and compliance of expenditures using federal funds
- Identify potential improvements and maximize public assistance/American Rescue Plan Act funding in conjunction with the City
- Review and assist with processing payment requests, determining allowable costs, with scope of review and assistance to be set by City
- Represent the City of Forney and attend meetings with FEMA, U.S. Treasury, or other agencies as may be necessary on behalf of the City
- Provide the City with grant/funding close-out services to ensure funding is retained
- Resolve any requests for information, justification, audit findings and eligibility appeals
- Streamline reporting process to ensure continued compliance and provide post-award grants administration