



# MEMORANDUM

Council Agenda  
Item No. IX. BE  
5/20/2025

## The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Renewal No. 3 of Professional Services Agreement with Eide Bailly, LLP to provide financial and administrative services related to the American Rescue Plan Act, retroactive to February 1, 2025 through January 31, 2026, not to exceed \$17,166.25 for Coronavirus State and Local Fiscal Recovery Fund and \$22,500 for Emergency Rental Assistance Program, Phase 2.

### **Background:**

As part of the American Rescue Plan Act of 2021 (ARPA), The City of Oklahoma City received an allocation of \$122.5 million from the Coronavirus State and Local Fiscal Recovery Funds (Fiscal Recovery Funds). These funds were provided to assist government entities in recovering from the ongoing and lasting effects of the COVID-19 pandemic.

On October 26, 2021 (Item No. IX. BB.), the City Council approved a Request for Proposal (RFP) to be advertised for Financial and Administrative Services Related to the American Rescue Plan Act for the City of Oklahoma City (RFP-OCITY-117). On January 24, 2022, City Council approved the Professional Services Agreement with Eide Bailly LLP for financial oversight, administrative services, subrecipient monitoring, expertise in managing and reviewing expenses in accordance with the Federal guidelines and providing support in obtaining documentation supporting that expenditures are eligible for the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) and the second Emergency Rental Assistance Program (ERAP2). The contract provides for four annual renewals if agreed upon by both parties.

On June 20, 2023 (Item No. IX.CA), Council approved the first renewal with Eide Bailly, LLP to provide financial and administrative services related to the American Rescue Plan Act.

On February 27, 2024 (Item No. IX.BA), Council approved the second renewal with Eide Bailly, LLP to provide financial and administrative services related to the American Rescue Plan Act.

The agreement entered into between the parties on February 1, 2022 was a pricing agreement authorizing the City to pay a not-to-exceed amount of \$46,000 over the one-year term and including four possible renewals. To date, Eide Bailly has invoiced the City \$6,333.75, leaving \$39,666.25 available on the contract over the next two years. The renewal shall be subject to the same terms, conditions and provisions as entered into by the parties on the original agreement.

**Cost:**

\$39,666.25

**Source of Funds:**

CSLFRF \$17,166.25 - Department of Treasury - Non-Departmental - COVID-19 American Rescue Plan - Revenue Replacement - Other Services and Charges (1922-9808000-GCOV19ARP-GAR1A-52000001)

ERAP2 \$22,500 - Department of Treasury - Non-Departmental - COVID-19 American Rescue Plan - Revenue Replacement - Other Services and Charges (1922-9808000-GCOV19ERA2-GAR1A-52000001)

**Review:**

Finance Department

**Recommendation:** Professional Services Agreement be renewed.