



MEMORANDUM

Council Agenda
Item No. IX. AR
12/6/2022

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Amendment No. 4 to Professional Services Agreement for administration of the Emergency Rental Assistance Program with Communities Foundation of Oklahoma, allocating additional funding received from the U.S. Department of the Treasury, increase of \$583,626.77.

Background:

The City of Oklahoma City has received \$19,664,923.40 from the federal government pursuant to Section 501 of Title V of Division N of the Consolidated Appropriations Act, 2021 for the Emergency Rental Assistance program. On March 2, 2021, the City entered into a contract with the Communities Foundation of Oklahoma ("CFO") to administer the Emergency Rental Assistance (ERA) program through the "Community Cares Partners" (CCP) resource center. (Item No. VII.AZ.)

After entering into the Agreement, Congress amended provisions related to the ERA program and the United States Department of the Treasury ("Treasury") clarified and modified its guidance on use of the ERA funding. On September 14, 2021 (Item No. IX.BR.) Council approved Amendment No. 1 to the Agreement to reflect the changes of the Treasury's updated guidance and extend the term of the Agreement to December 1, 2022.

On January 18, 2022 (Item No. IX.AS) Council approved Amendment No. 2 to the Agreement, which allocated interest earnings to be used for ERA1 purposes.

In September of 2021, the Department of the Treasury began the process of reallocating excess ERA1 funds from amounts Grantees had not obligated from their initial ERA1 allocations. Treasury's objective in reallocations is to ensure ERA funds remain available to Grantees in accordance with their jurisdictional needs and demonstrated capacity to deliver assistance while the ERA appropriations remain available. The City of Oklahoma submitted a request for reallocated funds and was awarded \$709,612.91 in ERA 1 funding because of the demonstrated need from the community and the proven capability of the Contractor to effectively deliver needed assistance. On August 2, 2022 (Item No. IX.N.) Council approved Amendment No. 3 to the Agreement, which allocated these funds to the program.

On November 1, 2022 the Department of the Treasury notified the City that it was awarded an additional \$648,474.19 in reallocated funds. In accordance with the Act, 90% of these funds are to be provided to eligible households for rent and utility assistance and no more than 10% of the total

award amount may be applied toward administrative costs. The City shall retain \$4,500 to increase audit services associated with the program award. This Amendment No. 3. increases the Contractor's total compensation by \$60,347.42. All terms and provisions of the March 2, 2021 Agreement, September 14, 2021 Amendment No. 1, January 18, 2022 Amendment No. 2, and August 2, 2022 Amendment No. 3 shall remain the same and in full force and effect.

Cost:

Increase of \$583,626.77 in program funding and \$60,347.42 for administrative services.

Term:

March 2, 2021 through December 29, 2022

Source of Funds:

Program:

Grant Fund - Department of Treasury - Non-Departmental - Emergency Rental Assistance - Resident Support Project - Other Services and Charges (OCITY-019-6980-9808000-GCV3E-GCOVID19ERA-GRANT-52000001)

Administration:

Grant Fund - Department of Treasury - Non-Departmental - Emergency Rental Assistance - Resident Support Program Administration Project - Other Services and Charges (OCITY-019-6980-9808000-GCV3F-GCOVID19ERA-GRANT-52000001)

Review:

City Manager's

Recommendation: Amendment be approved.