



CITY COMMISSION STAFF REPORT

DEPARTMENT: Administration

DATE: 6/11/2024

SUBJECT: Motion to Approve an Eighth Amendment to an agreement with John M. Perez to administer programs funded by the American Rescue Plan Act (ARPA) of 2021 and approval of appropriation of funds. - **Administration**

CITY MANAGER RECOMMENDATION:

The City Manager Recommends approval of the Eighth Amendment with John M. Perez to administer the programs and initiatives proposed for funding by ARPA and approve the appropriation of funds

BACKGROUND OF ITEM:

The City of Cooper City has received a total of \$17,930,000 of ARPA-related funds. Staff reviewed the project guidelines and developed a preliminary list of projects that were considered and approved by the Commission.

These funds were primarily established for use in four main categories: support urgent COVID-19 response efforts to decrease the spread of the virus and the pandemic; replace lost revenues for municipalities to strengthen support for vital public services and help to retain jobs; support immediate economic stabilization for households and businesses; and address systematic public health/economic challenges that have contributed to the unequal impact of the pandemic.

ANALYSIS:

ARPA funds have allowed the City to undertake projects beyond the City's regular operations and therefore, is beyond the routine staffing allocation in the annual budget. As such, additional staffing and/or consulting services are required. There are approximately 60 programs and initiatives being progressed.

There is a need for staff resources to setup programs (research program guidelines; project eligibility and compliance; develop implementation schedule, etc.) and coordinate the City's efforts among the various departments. The ARPA guidelines acknowledge the need for additional staff to support ARPA execution and allow for administrative costs to be included within the funding. John M. Perez has the requisite experience and has been coordinating this effort over the last 17 months (bio attached).

FISCAL IMPACT:

The proposed hourly rate is \$70 per hour, with the City incurring no benefits, with a total estimate of \$40,000. These are eligible ARPA administrative costs that qualify for funding from the City's ARPA allocation. The Previously Used 2024 figure below includes encumbrances totaling \$79,672.50 to vendors Witt O'Briens, Kirk Buffington, and John M. Perez. A budget amendment

will be required to fund this 8th Amendment to this Agreement. We're funding this by closing the ARPA Ineligible STARS Grant Program with a FY24 Budget of \$100,000.

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount FY 2024</u>	<u>Previously Used FY 2024</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
110-160-531100-519	\$175,000	\$207,825	\$100,000	\$67,175
110-160-564320-519-STRGP	\$100,000	\$0	-\$100,000	\$0

ALTERNATIVES:

None.

ATTACHMENTS:

1. Original Agreement
2. Bio
3. 1st Amendment
4. 2nd Amendment
5. 3rd Amendment
6. 4th Amendment
7. 5th Amendment
8. 6th Amendment
9. 7th Amendment
10. 8th Amendment