



CITY OF  
**FORESTPARK**

# City Council Agenda Item

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**Subject:** Discussion of a Home Repair Grant Program and Guidelines - Procurement

**Submitted By:** Arthur Geeter

**Date Submitted:** June 15, 2023

**Work Session Date:** June 20, 2023

**Council Meeting Date:** June 20, 2023

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**Background/History:**

The Final Treasury Rules around the American Rescue Plan Act (ARPA) funds which took effect April 2022 appropriated funds that local municipalities could use to aid Disproportionately Impacted Households and Communities. Per the direction of the City Council, the City Manager reviewed several programs to determine the proper criteria and use and submits for council review and prerogative the attached guidelines. Such improvements will increase the lifespan of the City's housing stock, work to address systemic housing inequities, and stabilize home values for the neighborhood and the residents.

The approved guidelines will be used to develop the Request for Proposal for an organization that could serve as the administrator of this program on behalf of the city. The City Manager is seeking direction and approval to move forward with the RFP, based on the criteria set by the council and to have the program start obtaining applications by first quarter 2023. The RFP was advertised on 02-21-2023, and the proposals were due on 04-12-2023, we received 3 proposals. The fees for the services came in well over \$300,000 per year. After extensive conversation with the City Manager those fees were too high. We would like to bring these services in house, which we feel will allow more funding to go to the Forest Park Community in which the funds are to be used for.

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**Cost: \$ 1,300,000**

**Budgeted for:** \_\_\_\_\_ **Yes**   X   **No**

**Financial Impact:**

American Rescue Plan Act Funds

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**Action Requested from Council:**

Provide directions on bringing the administration services in house.