



MEMO TO CITY COUNCIL

Request to Include Topic on the City Council Agenda

From:	Keith Watts, Procurement	Meeting Date:	January, 17 2023
Presenter:	Keith Watts	Estimated Time:	Consent
Topic:	Approval of Purchase Order # to Berry, Dunn, McNeil & Parker, LLC for Grant Management Services for the Not-To-Exceed amount of \$150,000.00		

Recommended Council Action:

Approve Purchase Order 23-0175

Background:

Through prior discussion related to American Rescue Plan Act (ARPA) funding needs, Council expressed interest for staff to move forward with retaining services for compliance reporting and auditing needs of the ARPA funds allocated to Meridian due to the US Treasury reporting guidance. Staff recommended an allocation of up to \$175,000 of ARPA funding to be set aside for these compliance and auditing services. The City issued an RFQ for services, with four applications being received and evaluated. The evaluation committee selected BerryDunn. Based on the estimated (expected) amount of work, and the received payment schedule, staff recommends that Council approves the Not-To-Exceed amount of \$150,000 for the contracted services.