



Legislation Details (With Text)

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File created: 6/25/2024 **In control:** Finance & Governance Committee

On agenda: 7/15/2024 **Final action:** 7/18/2024

Title: To authorize the Director of the Department of Finance and Management to extend a professional services contract with Greenwood 360, LLC to provide monitoring, reviewing, and reporting services to ensure proper controls are being administered for organizations receiving Emergency Rental Assistance Funding in the amount of \$38,045.50 pursuant to sole source provisions of City Code Chapter 329; to authorize the expenditure of \$38,045.50 from funds received for the Emergency Rental Assistance Program; and to declare an emergency. (\$38,045.50) (Repealed by ordinance 2746-2024 passed 10/28/2024)

Sponsors:

Indexes:

Code sections:

Attachments: 1. Ord 1919-2024 Legislation Template.pdf, 2. Sole Source Form - Greenwood 360.pdf

Date	Ver.	Action By	Action	Result
7/18/2024	1	CITY CLERK	Attest	
7/17/2024	1	ACTING MAYOR	Signed	
7/15/2024	1	COUNCIL PRESIDENT	Signed	
7/15/2024	1	Columbus City Council	Approved	Pass

BACKGROUND: This legislation authorizes the Director of the Department of Finance and Management execute the first amendment to the agreement with Greenwood 360 to extend the current contract to June 30, 2025.

Ordinance No. 1743-2023, passed by Columbus City Council on July 10, 2023, authorized the Director of Finance and Management to enter into a professional services contract with Greenwood 360 to provide monitoring and reporting services specifically related to applications submitted for funding under the Emergency Rental Assistance Program (“ERAP”)

The City of Columbus (“the City”) received \$90,537,806.23 in funding from the U.S. Department of the Treasury (“Treasury”) for ERA2. In connection with acceptance of Treasury’s funding, the City is required to comply with the provisions of the *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (“Uniform Guidance”). Pursuant to the Uniform Guidance, the City is required to implement internal controls over compliance and financial reporting, execute monitoring of compliance with the terms and conditions of the federal award from Treasury, and disclose to Treasury all violations of Federal criminal law involving fraud, bribery, or gratuity potentially affecting the Federal award.

This contract will be used to ensure proper use of the funds by subrecipients, beneficiaries, contractors, and other organizations who receive ERAP dollars. Greenwood 360 currently administers the software system housing all ERAP applications and associated supporting documentation and also coordinates ERAP applications and program management meetings with other ERAP funding administrators in Franklin County. Extension of a contract for these services is necessary for the proper administration of the federal grant and pursuant to the sole source provisions of Chapter 329.

FISCAL IMPACT: This ordinance authorizes the expenditure of up to \$38,045.50 from funding provided to the City by Treasury for the Emergency Rental Assistance Program. There is no impact to the General Fund as a result of this legislation.

EMERGENCY DESIGNATION: Emergency action is requested to allow the financial transaction to be posted in the city's accounting system as soon as possible and to continue addressing suspicious activity reports without interruption.

To authorize the Director of the Department of Finance and Management to extend a professional services contract with Greenwood 360, LLC to provide monitoring, reviewing, and reporting services to ensure proper controls are being administered for organizations receiving Emergency Rental Assistance Funding in the amount of \$38,045.50 pursuant to sole source provisions of City Code Chapter 329; to authorize the expenditure of \$38,045.50 from funds received for the Emergency Rental Assistance Program; and to declare an emergency. (\$38,045.50)

WHEREAS, the City has received funds from the United States Department of Treasury (“Treasury”) for the Emergency Rental Assistance Program (“ERAP”);

WHEREAS, the expenditure must be consistent with the allowable costs and activities associated with ERAP, including administrative costs;

WHEREAS, this service will be used to ensure that internal control required by the terms and conditions of the ERAP funding agreements executed by and between the City and Treasury;

WHEREAS, Greenwood 360 and its personnel possess the necessary access to data and documentation and have the knowledge, skills, tools, and ability to conduct monitoring and reporting for the City and is the sole source for these services;

WHEREAS, ERAP funds received from Treasury will be utilized to fund the contract; and

WHEREAS, an emergency exists in the usual daily operation of the Department of Finance and Management in that it is immediately necessary to authorize the Director to extend a contract with Greenwood 360 in order to meet the requirements of the ERAP funding agreements, such immediate action is necessary for the preservation of the public health, peace, property, and safety; **NOW, THEREFORE,**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:

SECTION 1. That the Director of the Department of Finance and Management is hereby authorized to extend a contract with Greenwood 360 using current Emergency Rental Assistance Program (“ERAP”) funding to administer monitoring and reporting services specifically related to ERAP pursuant to the sole source provisions of City Code Chapter 329. This renewal will extend the contract through June 30, 2025.

SECTION 2. That for the purpose stated in Section 1, the expenditure of up to \$38,045.50, is hereby authorized in Fund 2208, per the accounting codes in the attachment to this ordinance.

SECTION 3. That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated and the City Auditor shall establish such accounting codes as necessary.

SECTION 4. That the City Auditor is authorized to make any accounting changes to revise the funding source for all modifications associated with this ordinance.

SECTION 5. That, for the reasons stated in the Preamble hereto, which is hereby made a part hereof, this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after passage and approval by

the Mayor or ten days after passage if the Mayor neither approves nor vetoes the same.