



## Legislation Text

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**File #:** 1743-2023, **Version:** 1

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**BACKGROUND:** This ordinance is necessary to authorize the Director of the Department of Finance and Management to enter into a professional services contract with Greenwood 360, LLC, 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, LLC, 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. Execution 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 not more than \$49,000.00 from funding provided to the City by the 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 begin addressing suspicious activity reports that have been reported.

To authorize the Director of Finance and Management to enter into a professional services contract in an amount not to exceed \$49,000.00 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 pursuant to the sole source provisions of City Code Chapter 329; to authorize an expenditure not to exceed \$49,000.00 from funds received for the Emergency Rental Assistance Program; and to declare an emergency. (\$49,000.00)

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

**WHEREAS,** 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”); and

**WHEREAS,** 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; and

**WHEREAS**, to ensure that the City is complying with the Uniform Guidance, the Director of the Department of Finance and Management desires to enter into a professional services contract with Greenwood 360, LLC, to provide monitoring and reporting services specifically related to applications submitted for funding under ERAP; and

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

**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; and

**WHEREAS**, Greenwood 360, LLC, 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; and

**WHEREAS**, ERAP funds received from Treasury will be utilized to fund the contract in the amount not to exceed \$49,000.00; 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 enter into a contract with Greenwood 360, LLC, in order to meet the requirements of the ERAP funding agreements and to begin addressing suspicious activity reports that have been reported, and such immediate action is necessary for the preservation of the public health, peace, property, safety and welfare;

**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 authorized to enter into a contract with Greenwood 360, LLC, in an amount not to exceed \$49,000.00 using 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.

**SECTION 2.** That for the purpose stated in Section 1, an expenditure not to exceed \$49,000.00, is 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 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.