

2021-2022 FISCAL NOTE

Ordinance/Motion: 6th COVID Supplemental
 Title: COVID-19 Monitoring Support
 Affected Agency and/or Agencies: DES/FBOD
 Note Prepared By: Karl Nygar
 Date Prepared: 1/22/21
 Note Reviewed By: Chris McGowan
 Date Reviewed: 2/10/21

Description of request:

This proposal extends the CRF grant management contract until April 2021. With the extensive expenditures related to Coronavirus Relief Fund (CRF), along with the required monitoring associated with the expenditures and additional monitoring required for sub-recipient organizations, assistance is needed to properly set up a system of eligibility review and monitoring to ensure maximum reimbursement of costs from outside consultant. An additional resource is needed to develop and implement federal reporting process and ensure proper set up in EBS to track the costs and distribute the CRF to appropriate agencies. Finally, a reporting expert is needed, and will be sourced internally if possible, otherwise externally.

Revenue to:

Agency	Fund Code	Revenue Source	2021-2022	2023-2024	2025-2026
DES	A13800	R3310	2,707,000		
TOTAL			2,707,000	0	0

Expenditures from:

Agency	Fund Code	Department	2021-2022	2023-2024	2025-2026
DES	A13800	FBOD	2,707,000		
TOTAL			2,707,000	0	0

Expenditures by Categories

	2021-2022	2023-2024	2025-2026
SERVICES-OTHER CHARGES (53000)	2,707,000		
TOTAL	2,707,000	0	0

Does this legislation require a budget supplemental? Yes

Resource	Cost	Notes
CRF Grant Management Support (Witt O'Brien)	2,400,000	Extend contract through April 2021
Financial Management Systems Support	177,000	100% CRF through February, 50% March through June
Accounts Payable Support for grant payments	100,000	Provides 3 months of support
Francis & Co SEPA Audit	30,000	CRF will pay for 1/2 of the SEFA Audit Cost (\$60,000 total)