



Legislation Text

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City of Alexandria, Virginia

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MEMORANDUM

**DATE:** MAY 3, 2022

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**THROUGH:** JAMES F. PARAJON, CITY MANAGER /s/

**FROM:** TERRY SUEHR, DIRECTOR, PROJECT IMPLEMENTATION

**DOCKET TITLE:**

American Rescue Plan Act (ARPA) Program and Projects Update.

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**ISSUE:** Provide quarterly report information on the implementation status of the American Rescue Plan Act (ARPA) funding as of March 31, 2022.

**RECOMMENDATION:** That City Council receive this quarterly report.

**BACKGROUND:** Last year, the City received \$29.8 million of Tranche #1 American Rescue Plan Act (ARPA) funding. On July 9, 2021, City Council approved the funds to be allocated across 28 individual projects, the General COVID Fund, and Food Insecurity and Rental Assistance Bridge Funds #1 and #2. The ARPA funds were allocated to address public health issues, negative economic impacts caused by the pandemic, increased or improved services to disproportionately impacted communities, infrastructure investment and administrative costs.

**DISCUSSION:** The Department of Project Implementation (DPI) manages the overall ARPA program to ensure compliance with federal regulations and oversees project alignment with established baselines. The purpose of this memorandum is to provide information on the implementation status of the ARPA funding as of March 31, 2022. Highlights of progress made on ARPA funded projects and the ARPA program management over the past quarter include:

- Department of Community and Human Services disbursed \$5 million for subrecipient allocations and internal expenses.
- The Alexandria Library managed projects progressed to 70% work effort complete and have spent nearly 50% of their allocation.
- The Request for Information (RFI) process has proven a vital tool for ensuring those managing ARPA projects are able to comply with the relevant federal regulations. ARPA project managers submit their RFIs, and responses or guidance are provided by our expert team comprised by Finance, Internal Audit, City Attorney's Office, Project Implementation, and external federal compliance consultant.
- Three Fraud Prevention training sessions were delivered to subrecipients, and a tracking system to monitor compliance with

- IT security training was developed.
- A process was implemented to ensure no disbursements were made to subrecipients or beneficiaries who appeared on the debarment list.
- An agreement was executed with Computer CORE for the Digital Equity project and the first half of the funds were distributed (\$30,000).

As of March 31, 2022, the City spent \$3.1 million and has \$4.6 million in encumbrances, totaling \$7.7 million. A breakdown of this can be found on Attachment #1, ARPA Financial Report Summary. The rate of spending is expected to increase moving forward, since most agreements with subrecipients have been executed and beneficiary disbursement processes are in place. Attachment #2, Program and Projects Update #3, provides details on each project's progress.

We are also conducting a review of each project that has had minimal progress to determine their necessity and whether the funds should be reallocated to other priorities related to the recovery.

The following table shows expenditures and encumbrances to date by ARPA category.

Public Health	• \$2,000,916 allocated • \$828,632 spent
Negative Economic Impacts	• \$13,861,000 allocated • \$5,090,274 spent
Services to Disproportionately Impacted Communities	• \$7,703,000 allocated • \$1,182,738 spent
Infrastructure	• \$6,052,000 allocated • \$551,502 spent
Administrative	• \$200,000 allocated • \$104,643 spent

**FISCAL IMPACT:** Since all ARPA approved projects have allocated budgets, the quarterly progress report does not have a fiscal impact. Project spending is monitored monthly to ensure progress is made toward individual project objectives.

### **ATTACHMENTS:**

Attachment 1: Financial Reports Summary  
Attachment 2: Program and Projects Update #3  
Attachment 3: Presentation

### **STAFF:**

Emily A. Baker, Deputy City Manager  
Terry Suehr, Director, Project Implementation  
Robert Snyder, Chief Internal Auditor  
Lisa Robrahn, Division Chief, Project Implementation  
Miguel Blancas, Project Manager, Project Implementation