City Council Agenda Item Request
Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** August 4, 2025

2. **Primary contact person and Department requesting agenda item:** James Shelton, CED

3. **Requested Council meeting date:** August 26, 2025

4. **Subject:** Authorization to Enter Contract for HOME-ARP Consultation Services

5. **Action Requested:** Authorize the City Manager to enter into a general services contract with ICF Incorporated, LLC for HOME-ARP Program Consulting Services

6. **Note if time sensitive, and why:** Yes, time sensitive to meet HUD program requirements.

7. **Potential fiscal impact(s) - if known by staff at time of request:** $469,455.96 in federal HOME-ARP funding

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).**
    - Not applicable

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:**
    - N/A

10. **Identify key issues:**
    - The Asheville Regional Housing Consortium (ARHC) was awarded $4,706,922 in one-time funding via the HOME - American Rescue Plan (HOME-ARP) Program in 2021
    - The Allocation Plan for the HOME-ARP Program funding was approved by the ARHC and Asheville City Council on March 28, 2023 as part of Resolution No. 23-69 and was approved by the U.S. Department of Housing and Urban Development (HUD)
    - The approved Allocation Plan includes $704,979.30 for Administrative and Planning costs, of which $674,966.49 remains after costs were incurred for the development of the Allocation Plan itself.
    - The Community and Economic Development Department issued a Request for Proposals (RFP) for consultation services to assist the Community Development Division in utilizing these funds for the development of affordable housing and funding supportive services including case management, mental health, and substance abuse services
    - ICF Incorporated, LLC submitted a proposal in response to the RFP and received the highest average score from the review committee