



## American Rescue Plan (ARPA) Program – State of Kansas Master Service Contract # \_\_\_\_\_

On March 11, 2021, the American Rescue Plan Act (ARPA) of 2021 was signed into law which included the Coronavirus Local Fiscal Recovery Funds (LFRF). Through LFRF, Kansas Counties, Cities, and Non-Entitlement Units (NEUs) of Local Government are projected to receive over \$1 billion in direct funding from the federal government. Potential uses of LFRF include supporting COVID-19 response efforts, revenue replacement, economic stabilization, and addressing systemic public health and economic challenges.

The State of Kansas is making available a master services contract with prequalified Contractors to assist Kansas government entities with the administration of these funds. Contractors can assist Kansas local units of government with tasks such as federal program compliance and disaster recovery consulting services, accounting/financial support and auditing services.

### Contracted Tasks and Services

While pre-qualified Contractors may be able to provide services beyond those listed below, Table 1 represents examples of tasks and services identified in the scope of work in the State of Kansas Request for Bid. Contractors will work closely and collaborate with local governments to establish tailored scope of work on individual contracts. Local governments should assess current gaps in capability or capacity before identifying the tasks and services needed. Local Governments can use the [ARPA Compliance Master Services Contract – Information Request Form](#) to request a service quote or reach out to contractors directly.

**Table 1: Tasks and Services Identified in Scope of Work for Contractors**

Task 1: Federal Programs Compliance and Disaster Recovery Consulting Services	Task 2: Accounting/Financial Support and Management	Task 3a: Audit Preparation
<ul style="list-style-type: none"> <li>Regulatory Compliance Expertise</li> <li>Funding Optimization and Planning Support</li> <li>Federally Mandated Reporting Support</li> <li>FEMA Cost Recovery</li> <li>Risk Assessments</li> <li>Development and Performance</li> <li>Internal Control Assessment and Performance</li> <li>Monitoring Plan Design Assistance and Execution</li> <li>Subrecipient Monitoring Assessment and Assistance</li> <li>Guidance on Expenditure Allowability</li> <li>Program Development and Implementation Support for FEMA, HHS, Treasury and HUD programs</li> </ul>	<ul style="list-style-type: none"> <li>Finance Policy and Procedure Assistance</li> <li>Federal Financial Management Support</li> <li>Policy and Procedure Reviews (to ensure federal compliance)</li> <li>Create and modify forms for use by local government entities to properly track revenues, expenses, equipment, transfers and budgets associated with federal funding</li> <li>Review, Aggregation, and Submission of Federal Expenditure Reporting</li> </ul>	<ul style="list-style-type: none"> <li>File Readiness Assessment</li> <li>Document Retention</li> <li>Sample Compliance Reviews and Structured Guidance/Feedback</li> <li>Closeout Preparation Assistance</li> <li>Resolution of Findings and Questioned Costs</li> <li>Fiscal Statement Review</li> </ul>
		<p><b>Task 3b: Auditing Services</b></p>
		<ul style="list-style-type: none"> <li>Annual financial statement audit</li> <li>Federal Single Audit (if applicable)</li> </ul>

Contractors were selected by the State because their bids demonstrated experience in federal grants management either programmatically or financially with intimate knowledge and expertise in the relevant areas of compliance



(such as federal Office of Management and Budget (OMB)'s Uniform Guidance 2 CFR Part 200 federal funding requirements).

Table 2 below contains information on each prequalified Contractor chosen by the State of Kansas, including contact information, tasks the Contractor can perform for government entities and the Contractor's blended hourly rate.

**Table 2: Prequalified Contractors in Master Services Contract**

*Note: Contract numbers should be included on all invoices and agreements between local government entities and contractors.*

Contractor Information					
Contract # and Contractor Name	50567: BKD CPAs & Advisors	50569: CliftonLarsonAllen (CLA)	50571: CohnReznick	50568: Guidehouse	50570: Virchow Krause & Company
Contact Name	William Pickert or Michael Gerber	Doug Host	William Hughes or Abby Rollins	Raveen Rao	Tom Kaleko
Phone	316-265-2811	913-491-6655	WH: 703-774-6701 AR: 512-499-1439	630-650-1034	816-333-7294
E-mail	<a href="mailto:wpickert@bkd.com">wpickert@bkd.com</a> <a href="mailto:mgerber@bkd.com">mgerber@bkd.com</a>	<a href="mailto:doug.host@claconnect.com">doug.host@claconnect.com</a>	<a href="mailto:billhughes@cohnreznick.com">billhughes@cohnreznick.com</a> <a href="mailto:Abigail.rollins@cohnreznick.com">Abigail.rollins@cohnreznick.com</a>	<a href="mailto:r Rao@guidehouse.com">r Rao@guidehouse.com</a>	<a href="mailto:Tom.kaleko@bakertilly.com">Tom.kaleko@bakertilly.com</a>
Contracted Tasks					
<b>Task 1:</b> Program Compliance & Disaster Recovery	✓		✓	✓	✓
<b>Task 2:</b> Accounting Management	✓		✓	✓	
<b>Task 3a:</b> Audit Preparation & Compilation	✓	✓	✓	✓	
<b>Task 3b:</b> Auditing Services		✓	✓	✓	
<b>Blended Hourly Rate</b>	\$225 for Tasks 1-2; \$200 for Task 3 Mileage/travel billed at actual costs.	\$165 for Task 3 Mileage at federal rate and ½ of travel time billed.	\$218.75 for Tasks 1-3 Rates include travel expenses.	Blended rate not provided. See Table 3. Mileage/travel billed at actual costs.	Blended rate not provided. See Table 3.

**Contractor Hourly Rates (for Contractors without blended rates)**

Table 3 below contains hourly rate information for Contractors without blended rates, with a column for each staff level.

**Table 3: Contractor Hourly Rates, For Vendors Without Blended Rates**

Rate Card	Partner	Director	Senior Manager	Manager	Senior Consultant	Staff Consultant/ Associate	Partner/ Principal	Analyst	Specialist II	Specialist	Support Staff
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<b>50568</b>	\$390	\$309		\$265	\$184	\$124		\$110	\$90	\$75	\$60
<b>50570</b>	\$400	\$365	\$250	\$220	\$160	\$135	\$130				