



City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #: 240551

Submitted Department/Preparer: Water

Revised 6/10/24

Docket memos are required on all ordinances initiated by a Department Director. More information can be found in [Administrative Regulation \(AR\) 4-1](#).

Executive Summary

Authorizing the Manager of Procurement Services to execute a \$1,000,000.00 professional, specialized or technical services contract with the Mid America Assistance Coalition, for the Low Income Assistance Program for a one-year term; approving three successive one-year renewal options with further Council approval; and recognizing this ordinance as having an accelerated effective date.

Discussion

Project Justification/Project Description

The City Council established the Water Services Utility Funding Task Force in 2016 to integrate community values into a funding strategy for its water, wastewater, and stormwater utilities.

The Water Services Utility Funding Task Force recommended increasing the amount of customer assistance to benefit eligible low-income households to help pay their water, wastewater, and stormwater utility bills.

The Water Services Department (WSD) desires to continue a public assistance program to aid low-income residents in payment of their water bills. WSD wants to contract with one umbrella social service agency, which then coordinates assistance with the other local social services agencies.

The Mid America Assistance Coalition (MAAC), a not-for-profit corporation, is the coordinating agency for emergency assistance organizations and homeless services providers in the Kansas City area. WSD sets the eligibility criteria and then sends payments to MAAC. Through MAAC, local social service agencies will be able to access a database and tap into the funds when a client meets the eligibility criteria. The social service agency will then write the check to WSD on behalf of the client.

MAAC has distributed utility funds to Kansas City area agencies since 1982, and currently provides this assistance service for Evergy, formerly known as KCP & L and others. MAAC uses MAACLink, a centralized computer database system to fund and

track performance of area agencies and the distribution of financial resources. Currently, their system links funding sources through more than fifty (50) agencies in the local service area. Through this program, they are able to meet our reporting requirements for all monies provided.

Term

The term of this project will be 365 days for the initial contract. This contract will also have three successive one-year renewal options with further City Council approval. The amount of funding for future contracts will be determined at that time, subject to the availability and appropriation of funds in future annual budgets.

Solicitation

A solicitation waiver was approved by the City Manager on May 1, 2024 pursuant to Code of Ordinances 3-3(d)(3) and 3-7(2)(d). There is only one source for this service.

MBE/WBE Goals

CREO KC approved a waiver of goals on June 11, 2024 based on this contract is with a non-profit company.

Estimated Project Cost

The City's estimated cost for this project will not exceed \$1,000,000.00.

Fiscal Impact

1. Is this legislation included in the adopted budget? ☒ Yes ☐ No

2. What is the funding source?
25-8010-801100-619060 = \$1,000,000.00
Consumer Services, Water fund

3. How does the legislation affect the current fiscal year?
This ordinance is revenue supported and will not have a net impact on the current fiscal year.

4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.
No

5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?
No

Office of Management and Budget Review

(OMB Staff will complete this section.)

- | | | |
|---|---|--|
| 1. This legislation is supported by the general fund. | ☐ Yes | ☒ No |
| 2. This fund has a structural imbalance. | ☐ Yes | ☒ No |
| 3. Account string has been verified/confirmed. | ☒ Yes | ☐ No |

Additional Discussion (if needed)

Click or tap here to enter text.

Citywide Business Plan (CWBP) Impact

1. View the [Adopted 2025-2029 Citywide Business Plan](#)
2. Which CWBP goal is most impacted by this legislation?
Housing and Healthy Communities (Press tab after selecting.)
3. Which objectives are impacted by this legislation (select all that apply):
 - ☐ Utilize planning approaches in neighborhoods to reduce blight, ensure sustainable housing, and improve resident wellbeing and cultural diversity.
 - ☐ Maintain and increase affordable housing supply to meet the demands of a diverse population.
 - ☒ Address the various needs of the City's most vulnerable population by working to reduce disparities.
 - ☐ Foster an inclusive environment and regional approach to spur innovative solutions to housing challenges.
 - ☐ Ensure all residents have safe, accessible, quality housing by reducing barriers.
 - ☐ Protect and promote healthy, active amenities such as parks and trails, play spaces, and green spaces.

Prior Legislation

N/A

Service Level Impacts

Providing financial assistance to low-income families for their water service bills benefits the City in several ways. It reduces collection costs, decreases levels of arrearages, and minimizes the number of service disconnections for those facing financial hardship

in meeting this essential need. Moreover, such support fosters a positive relationship between the City and its community.

Other Impacts

1. What will be the potential health impacts to any affected groups?
Access to essential water services with this program for qualifying low-income individuals/households.
2. How have those groups been engaged and involved in the development of this ordinance?
N/A
3. How does this legislation contribute to a sustainable Kansas City?
Providing financial assistance to low-income families for their water service bills benefits the City in several ways. It reduces collection costs, decreases levels of arrearages, and minimizes the number of service disconnections for those facing financial hardship in meeting this essential need. Moreover, such support fosters a positive relationship between the City and its community.
4. Does this legislation create or preserve new housing units?
No (Press tab after selecting)

Click or tap here to enter text.

Click or tap here to enter text.

5. Department staff certifies the submission of any application Affirmative Action Plans or Certificates of Compliance, Contractor Utilization Plans (CUPs), and Letters of Intent to Subcontract (LOIs) to CREO prior to, or simultaneously with, the legislation entry request in Legistar.

No - CREO's review is not applicable (Press tab after selecting)
Please provide reasoning why not:
CREO KC approved a waiver of MBE/WBE goals on June 11, 2024. MAAC has less than 50 employees so the Affirmative Action Plan is not applicable to this contract.
6. Does this legislation seek to approve a contract resulting from an Invitation for Bid?

No(Press tab after selecting)

Click or tap here to enter text.

7. Does this legislation seek to approve a contract resulting from a Request for Proposal/Qualification (RFP/Q)?
No(Press tab after selecting)