

Date:

Rebuild Florida CDBG - Mitigation General Planning Support Program Application

Official Project Title

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Applicant Information

Official Applicant Entity Name:		FEIN #:	
Primary Project Contact Name:		DUNS #:	
Title:		E-mail:	
Mailing Address:			Phone Number:
City:	State:		Zip Code:
Please list co-applicant entities if any:		Contact Person:	E-mail Address:

Project Description (2,500 word limit)

Write an overview/summary of the project being proposed:
 1) State the project purpose, area of benefit and a description of the proposed activity. 2) Specify the risk(s) that will be mitigated by completion of this project. 3) Describe how the work will be done and the team that will do it. 4) Explain the method used to determine project funding requirements. 5) Describe anticipated outcomes. 6) Has a comprehensive plan already been created? If yes, describe how the proposed plan or activity will integrate with the comprehensive plan and attach the Executive Summary of the comprehensive plan.

Insert Attachment:

Please title zip folder: EntityNamePD_GPS

Community Value (1,500 word limit)

Describe: The project's value to the community in normal circumstances and in times of natural disasters. Include: The community lifelines served this project; How the project enhances community resilience; Public notice of the planned project; and Community involvement in the project planning process.

Insert Attachment:

Please title doc: EntityNameCV_GPS

Capacity Plan (1,500 word limit)		
<p>Provide a strategic plan overview that addresses goals, stakeholders, the work plan, (major tasks and deliverables), resources (staffing and budget) and monitoring/quality controls. Identify the staff members who will be responsible and/or positions that will be filled for the GPS project management and maintenance. Provide a short profile on each person on your current staff who perform project-related tasks and a position description for any new hires who will be assigned to project work. If your project will require specific tools or skilled personnel, such as mapping do you have the capabilities and the staff to complete your plan? Attach a Word document with the planning team's CV/resumes into the zip folder. Describe the circumstances under which this plan will be updated and detail how subsequent updates will be funded.</p>		
Insert Attachment:		Please title zip folder: EntityNameCP_GPS

Implementation Plan		
<p>Use the Implementation Plan Template provided in Appendix D to prepare a chronological timeline for the entire life of the project that organizes work into logical, manageable tasks and deliverables.</p>		
Insert Attachment:		Please rename template: EntityNameIP_GPS

Budget		
<p>Include your project budget using the Budget Worksheet provided as Appendix E (and in the GPS Application, Appendix A). Ensure your budget is reasonable, appropriate and accurate. Are the budgeted items consistent with the project description and tasks? Does the amount requested fall within the GPS's allowable minimum (\$20,000) and maximum (\$10,000,000)? Ensure there is no duplication of benefits.</p>		
Insert Attachment:		Please rename template: EntityNameBudget_GPS
Is there any duplication of benefits?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
<p>All funds identified for use on your project must be fully disclosed and detailed to ensure budget accuracy and no duplication of benefits.</p>		
Will funding – other than CDBG-MIT funding – be used to fund this project? If yes, detail the anticipated or committed funds in the Leveraged Dollars section.	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>

Leveraged Dollars

If your project involves the qualified use of matching or leveraged funds or services, describe the specifics of leveraged fund/service usage. Are there local or other funds available to address the proposed project in whole or in part? If yes, report all sources of funding and the amount available. Disclose sources and uses of non CDBG-MIT funds. What other federal, state and/ or local entities have you contacted concerning funding for the proposed project and what were the results? Put "N/A" if this section is not applicable to your project.

[Empty response area for Leveraged Dollars section]

Compliance

According to 84 FR 45838 August 30, 2019 Section V.A.(18), "The State shall make reviews and audits, including on-site reviews of any subrecipients, designated public agencies and local governments, as may be necessary or appropriate to meet the requirements of section 104(e)(2) of the HCDA, as amended, as modified by this notice. In the case of noncompliance with these requirements, the State shall take such actions as may be appropriate to prevent a continuance of the deficiency, mitigate any adverse effects or consequences, and prevent a recurrence. The State shall establish remedies for noncompliance by any designated subrecipients, public agencies, or local governments."

Can you certify to comply with state and federal register regulations as outlined in 84 FR 45838? Yes: No:

Sign and Date

As the primary entity contact for this project, I certify:

- A. All staff, contractors, vendors and community partners of our mitigation initiative:
 1. Will comply with all HUD and Florida requirements in the administration of the proposed CDBG-MIT funded activities;
 2. Will work in a cooperative manner to execute the Subrecipient Agreement that provides the pathway for successful CDBG-MIT program(s) and/or project(s) and;
- B. All information submitted in this Application is true and accurate.

Signature:

[Signature box]

Date:

[Date box]

Print button will only print application and not attached documents. Submit button will deliver application to email to the cdbg-mit@deo.myflorida.com. Please attach all relevant documents to this email.

Print Application

Submit Application

City of Avon Park
Drinking Water Master Plan

PROJECT DESCRIPTION

The City of Avon Park is located in Highlands County which is in a Rural Area of Opportunity. The City is located within a HUD Priority Zip code and is a Rural Area of Opportunity. The population is 8,836+, of which, over 50% are LMI by census. The City desires to develop a comprehensive Drinking Water Master Plan (DWMP) to manage its water infrastructure to meet public expectation for level of service while maintaining the critical goals of safety, efficiency, mitigation, and sustainability. Additionally, the DWMP will allow for the enhancement of service to its customers by ensuring the availability of services for the existing customer base and the anticipated growth within the City and County. This project includes specific tasks to gather information, develop a plan for future water demands & needs, perform necessary hydraulic analysis, develop recommendations and costs, and produce a prioritized list to help develop a capital improvement budget.

The City has not developed a DWMP in the past and it is essential for the City to have an integrated plan. This project will benefit the City, and their existing and future customers as it will increase the level of service provided. The City's potable water system will be analyzed for future growth and development. Review of the City's velocities and pressures in the system will be important to ensure the City can meet pressures sufficient to meet fire flow requirements, chlorine residual requirements, along with adequate water pressures. The DWMP will help confirm the size and location of existing water mains that will be used to build a more accurate GIS.

Risks that will be mitigated by completion of this project include:

- Unknown location of water mains/shutoff valves,
- Capacity or velocity issues in water mains,
- Low pressures in water system,
- Inability to meet fire flow requirements,
- Mains undersized,
- Inadequate funding.

The project work for the development of a DWMP will be completed through a Project team comprised of City Public Works, Utilities, Building, Planning and Zoning staff, supplemented with CDBG compliant RFP procured Planning Consultant, Engineer, and Grant Consultant.

Project funding requirements were developed Planning & Design Consultant (Kimley-Horn) and Engineering Consultant (Cool and Cobb), in conjunction with the City input on available in-house resources.

Upon completion of DWMP the City will be able to prioritize recommended improvements to maintain system reliability, safety, mitigation, sustainability and address current and proposed system needs in a cost-effective manner.

The City has a Comp Plan and the DWMP will be incorporated into the Comp Plan through revision of the CIP during the planning process.

City of Avon Park Drinking Water Master Plan

COMMUNITY VALUE

A water distribution system is vital to a community, as it provides a means for safe drinking water, domestic use, food production, recreational activity, and sanitation. A comprehensive understanding of the City's water system, its current and future needs, and areas of weakness and risks (lack of generators, critical facilities located in flood prone areas, etc.) is crucial. Without it, in times of natural disasters, a community opens itself up to the potential of contaminated water or an inability to provide water, either of which can influence the transmission of disease and pose health risks.

The critical community lifelines that the City plans to address through this project are food, water and shelter, and health and medical, including the potential economic effects on the business community. The development of a Drinking Water Master Plan enhances community resilience by providing the City with a roadmap that prioritizes recommended improvements to maintain system reliability, safety, mitigation, sustainability and address current and proposed system needs in the most cost effective manner. This is even more critical as the overall City census block groups are over 50% LMI. This plan will ensure that the residents of Avon Park will continue to be able to have access to safe drinking water and mitigate other potential health risks.

The City plans to involve the community in the proposed Drinking Water Master Plan project through advertisement on the City's public webpage, including the Draft Application, and a newspaper advertisement of the Notice of Public Comment, both of which will allow for a 14-day comment period. For non-English speaking residents, Spanish and Haitian Creole versions will be made available upon request.

City of Avon Park Drinking Water Master Plan

CAPACITY PLAN

Project goal: Prepare Drinking Water Master Plan, (DWMP) for management of water infrastructure to meet expectation of service/maintain safety, efficiency, mitigation & sustainability Enhancement of service ensures availability of services for customers and anticipated growth within City and County.

Major tasks:

<u>TASK</u>	<u>DELIVERABLE</u>
➤ Population Current/Future GIS database development	Base water population, anticipated growth projections.
➤ Water Systems Data Collection/Analysis	Projected water usage rates & develop hydraulic model.
➤ Systems Assessment/ Site Inspections	Evaluation of system, rehabilitation, creation / calibration hydraulic model, prioritizing maintenance replacement high-risk assets/hardening efforts.
➤ Water Usage Rates	Projections per capita current/future water usage rates.
➤ Hydraulic Model	Creation/Calibration/Evaluation existing/future hydraulic
➤ DWMP Report	CIP development, ID deficiencies, rehabilitation, growth/expansion.

Stakeholders: City Council, staff, citizens, businesses of the City.

Responsible team members: City Manager, Utility Director, City Clerk / Finance Director.

Mark Schrader, City Manager – Former Chief Deputy / U.S. Marshall. Education – MBA.

Kimberly Gay, City Clerk – Master Municipal Clerk, Certified Business Tax Official, Florida Certified Records Manager.

Daniel Zimolzak, Finance Director – Former President/CEO of Toledo Metro Credit Union. MBA.

Rick Reed, Utility Manager – Experience in back flow, wastewater & water plants.

Skills to complete DWMP plan, grants administration, engineering, will be procured through CDBG compliant RFP process.

The City proposes updating DWMP every five years through Utilities CIP funding.

FL CDBG Mitigation

General Planning Support Program Project Budget

Project Name:	City of Avon Park Drinking Water Master Plan	Primary Contact Name and Phone Number:	Kim Gay 863-452-4400	Official Applicant Entity Name:	City of Avon Park
Project		Budget			Notes
Description	CDBG-MIT Amount	Other non CDBG-MIT Funds	Source of Funds*	Total Funds (CDBG-MIT and Other)	
Population-Current and Projected Future					
Population Demand/Future Growth Projections	\$18,000.00	0	0	\$18,000.00	
Existing Systems Assessment, GIS Database					
Existing Systems Assessment, GIS Database	\$278,000.00	0	0	\$278,000.00	
Data Requests/Collection, GIS Database Development	\$69,000.00	0	0	\$69,000.00	
Hydraulic Model					
Hydraulic Modeling Data Gathering Capacity Evaluation, Creation/Calibration of Existing Hydraulic Model	\$48,000.00	0	0	\$48,000.00	

CIP Development and Presentation	\$14,400.00	0	0	\$14,400.00	
TOTAL COSTS	\$427,400.00	0	0	\$427,400.00	
Engineering	\$42,740.00	0	0	\$42,740.00	10%
Grant Administration	\$42,740.00	0	0	\$42,740.00	10%
Totals:	\$512,880.00	0	0	\$512,880.00	

*** All funds identified for use on your project must be fully disclosed and detailed to ensure budget accuracy and no duplication of benefits. Show the sources and amounts of other funds needed to complete the project below, including local funds and grants from other agencies. Any anticipated or committed funds must also be included.**

Source of Other Funds	Amount
1. N/A	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	