

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
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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
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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.

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:

Date:

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 Wastewater 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 roughly 8,836+, of which, over 50% are LMI by census. The City of Avon Park desires to develop a comprehensive Wastewater Master Plan (WWMP) for the purpose of mitigating the effects of large storm events on the City's collection's system and identifying and prioritizing capital projects. This project includes specific tasks to gather information, estimate population growth and develop respective future needs, perform existing system condition assessment, perform necessary hydraulic analyses, develop project recommendations and associated costs, perform a desktop inflow and infiltration (I&I) analysis, and produce a prioritized list of funded needs for each planning period. The City has not developed a WWMP in the past and it is essential for the City as it will provide multiple benefits. The Wastewater Master Plan will focus on capital improvements required to serve the existing, 5, 10, and 20-year future needs of the wastewater service area.

The proposed WWMP, would provide an understanding of the wastewater system's current/future needs or areas of weakness (lack of generators, critical facilities located in flood prone areas, etc.). With a WWMP, the City can mitigate the risks for potential overflows of possible raw sewage to backup into homes or businesses, resulting in property damage, health risks and contamination of nearby waterways.

The project work for the development of a WWMP 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 by Planning & Design Consultant (Kimley-Horn) and Engineering Consultant (Cool and Cobb), in conjunction with the City input on available in-house resources.

Upon completion, the WWMP will provide list of improvements needed to prevent future overflows; new location for Master Lift Station Tulane away from Lake Tulane; and CIP for existing period and the 5, 10, and 20-year horizons.

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

City of Avon Park Wastewater Master Plan

COMMUNITY VALUE

The City's proposed Wastewater Master Plan (WWMP) is vital to a community, as it pumps and moves wastewater away from residential homes and commercial areas to the WWTP for safe treatment. A comprehensive understanding of the City's wastewater system's current/future needs or areas of weakness and risks (lack of generators, critical facilities in flood prone areas, etc.) is crucial. Especially during natural disasters, a sewer system can have overflows permitting the potential of raw sewage to backup into homes/businesses, resulting in property damage, health risks and contamination of waterways. The WWMP provides great value to the community as it provides a higher level of safety and security to City residences as the plan provides improvements to the collection system to ensure it is sized for future and peak weather events, preventing future overflows into the lakes and streets.

The critical community lifelines to be addressed through this project are hazardous materials, food, water and shelter and health and medical, including the potential economic effects on the business community. The development of a WWMP enhances community resiliency by providing the City with a roadmap that prioritizes recommended improvements for system reliability, safety, mitigation, sustainability and address current/future system needs in a cost-effective manner.

The City plans to involve the community in the proposed WWMP 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 Wastewater Master Plan

CAPACITY PLAN

Project goal - prepare Wastewater Master Plan, (WWMP) allowing management of wastewater infrastructure to meet expected level of service while maintaining critical goals of safety, efficiency, mitigation, sustainability for existing customers, anticipated growth within the City / County.

Major tasks:

<u>TASK</u>	<u>DELIVERABLE</u>
➤ Population Current/Future	Per capita sewer generation rate, sewer Projections.
➤ Sewer Systems Data Collection/Analysis	Future sewer usage rates & development hydraulic model.
➤ Systems Assessment/GIS Database/Site Inspect./Analysis	Develop hydraulic model, lift station discharge schematics/flow charts. System evaluation, electrical, instrumentation, control system.
➤ Projected Sewer Generation Rates	Map future sewer generation rates - sewer basin/sub-basin.
➤ Hydraulic Model	Plans- construct sewer system hydraulic Model, transmission path - City's lift stations.
➤ WWMP Report	Overview site inspections / deficiencies, rehabilitation, service growth.

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 - back flow, wastewater & water plants.

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

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

FL CDBG Mitigation

General Planning Support Program Project Budget

Project Name:	City of Avon Park Wastewater 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)	
Existing Systems Assessment, GIS Database and Site Inspections					
Data Collection/GIS Database Development/Kickoff meeting	\$24,000.00	0	0	\$24,000.00	
Population-Current and Projected Future					
Population Demand/Future Growth Projections	\$14,400.00	0	0	\$14,400.00	
Wastewater System Analysis/Capacity Evaluation	\$24,000.00	0	0	\$24,000.00	
Desktop Inflow & infiltration (I&I) Analysis	\$24,000.00	0	0	\$24,000.00	
WWTF Facility Expansion Plan	\$30,000.00	0	0	\$30,000.00	
Capital Improvement Program Development	\$10,200.00	0	0	\$10,200.00	

Wastewater Master Plan Report	\$12,000.00	0	0	\$12,000.00	
TOTAL COSTS	\$138,600.00	0	0	\$138,600.00	
Engineering	\$13,860.00	0	0	\$13,860.00	10%
Grant Administration	\$13,860.00	0	0	\$13,860.00	10%
Totals:	\$166,320.00	0	0	\$166,320.00	

*** 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.	