

Grants & Contracts - Transmittal Memo

DATE: May 29, 2020

FROM: Procurement, Contracts

TO: Candie Nixon, Ardonna Ward

CONTRACT #: 11693

VENDOR: State of Florida Department of Economic Opportunity

DESCRIPTION: #11693 State of Florida Department of Economic Opportunity Modification #1 to Subgrant Agreement extends the agreement to April 2, 2021

APPROVED BY: Board of County Commissioners

APPROVAL DATE: May 26, 2020

RECEIVED ON: May 28, 2020

TERM START: April 2, 2018

TERM END: April 2, 2021

AMOUNT: \$750,000.00 Revenue

RFP/BID #:

GMW: N/A

**POR #
(ENCUMBERANCE):**

ACTIONS REQUIRED: Please forward a copy to the vendor & retain a copy for your files.



Modification to Subgrant Agreement

February 14, 2019

**Modification Number 1 to Subgrant Agreement Between
the Department of Economic Opportunity and
Alachua County**

This Modification Number 1 is entered into by and between the State of Florida, Department of Economic Opportunity, (“DEO”), and Alachua County, (“the Recipient”), (each individually a “Party” and collectively the “Parties”).

WHEREAS, DEO and the Recipient entered into **Contract Number 18DB-OM-03-11-01-H03, FLAIR Contract Number H2306**, on April 3, 2018 (“the Agreement”), pursuant to which DEO provided a subgrant in the amount of \$750,000 to the Recipient under the Small Cities Community Development Block Grant (“CDBG”) Program as set forth in the Agreement;

WHEREAS, Paragraph (4) of the Agreement provides that modifications to the Agreement shall be valid when executed in writing by both Parties;

WHEREAS, DEO and the Recipient desire to modify the Agreement;

NOW, THEREFORE, in consideration of the mutual promises of the parties contained herein, the parties agree as follows:

Revise the Activity Work Plan

1. Attachment C, Activity Work Plan, of the Subgrant Agreement is hereby deleted and is replaced by the revised Attachment C, which is attached hereto and incorporated herein by reference.

Revise the Project Budget

2. Attachment A, _____, of the Subgrant Agreement is hereby deleted and is replaced by the revised Attachment A, which is attached hereto and incorporated herein by reference.

Revise the Project Narrative

3. Attachment ____, Project Narrative, of the Subgrant Agreement is hereby deleted and is replaced by the revised Attachment ____, which is attached hereto and incorporated herein by reference.

Change the Number of Accomplishments and/or Beneficiaries

4. Attachments _____ of the Subgrant Agreement are hereby deleted and are replaced by the revised Attachments _____, which are attached hereto and incorporated herein by reference.



Modification to Subgrant Agreement

Recipient: Alachua County

Modification Number: 1

DEO Contract Number: 18DB-OM-03-11-01-H03

FLAIR Contract Number: H2306

Include an Unaddressed Need from the Application for Funding as Addressed Need

- 5. Attachments _____ of the Subgrant Agreement are hereby deleted and are replaced by the revised Attachments _____, which are attached hereto and incorporated herein by reference.

Change the Participating Parties

- 6. (Type in the name of firm), is removed as a Participating Party to the Subgrant Agreement.
- 7. (Type in the name of new firm) is added as a Participating Party to the Subgrant Agreement. A copy of the new Participating Party Agreement, containing provisions and caveats that meet or exceed the conditions agreed to in the original Participating Party Agreement, is attached.

Extend the Agreement

- 8. Paragraph (3) titled Period of Agreement on page 1 of the Subgrant Agreement is hereby deleted and replaced by the following Paragraph (3):

(3) Period of Agreement

This Agreement begins on April 3, 2018 and ends April 2, 2021, unless terminated earlier in accordance with the provisions of Paragraph 13 (Termination) of this Agreement. Any extension to this Agreement will not be granted unless the Recipient is able to provide substantial justification and the Director of the DEO Division of Community Development approves such extension.

Other:

- 9. Reinstatement of the Agreement
The Agreement is hereby reinstated as though it had not expired.
- 10. Special Conditions
As a part of this modification, the County will provide bi-weekly updates to the Department to ensure timely progression and closeout of the project. Failure to comply with the special conditions may result in the grant being rescinded by the Department.



Modification to Subgrant Agreement

February 14, 2019

Recipient: Alachua County

Modification Number: 1

DEO Contract Number: 18DB-OM-03-11-01-H03

FLAIR Contract Number: H2306

All provisions of the Subgrant Agreement and any attachments thereto in conflict with this Modification shall be and are hereby changed to conform to this Modification, effective as of the date of the execution of this Modification by both parties.

All provisions not in conflict with this Modification remain in full force and effect and are to be performed at the level specified in the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this document as of the dates set herein.

State of Florida
Department of Economic Opportunity

Recipient: Alachua County

By: 
DocuSigned by:
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By: 

Name: Brian McManus

Name: Robert Hutchinson

Title: Chief of Staff

Title: Chairman

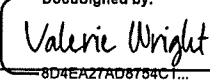
Date: 6/21/2020

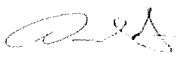
Date: May 26, 2020

Approved as to form and legal sufficiency,
subject only to the full and proper execution
by the Parties

Office of the General Counsel
Department of Economic Opportunity

Approved as to Form

By: 
DocuSigned by:
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Alachua County
Attorney

Approved Date: 6/18/2020

Attachment C – Activity Work Plan

Recipient: Alachua County Activity: 21A - Administration Project Budget: \$112,500
 Contract Number: 18DB-OM-03-11-01-H03 Date Prepared: 4/23/2020 Modification Number: 1

Start Date (month/year)	End Date (month/year)	Describe Proposed Action to be Completed by the "End Date." <i>Examples of Actions: Procure Administrator or Engineer, Complete Environmental Review and Obtain Release of Funds, Request Wage Decision, Complete and Submit Design and Specifications, Advertise for and Open Bids, Issue Notice to Proceed, Construction Completion (20, 40, 60, 80, and 100 percent or 25, 50, 75, and 100 percent), Complete Construction Procurement Process, Advertise Availability of Housing Rehabilitation Funds, Complete Rankings of Homes per HAP, Number of Houses Rehabilitated, and Submit Closeout Package to DEO.</i>	Estimated Units to be Completed by the "End Date"	Estimated Funds to be Requested by the "End Date"
04/18	09/19	Fulfill requirements of the special conditions, prepare Unspecified Site Strategy and submit to DEO, and obtain release of funds.		\$5,000
11/18	09/19	Advertise for applicants, review applications, and rank applicants per HAP.		\$20,000
10/19	06/20	Prepare site specific environmental reviews, perform inspections, prepare bid documents, bid all homes. Take photos of homes before rehabilitation begins.		\$50,000
06/20	07/20	Bid out rehabilitation of all homes, receive bids, bids are reviewed and recommendations to award are presented to Board of County Commission for approval.		\$80,000
07/20	03/21	BCC Award Bids, Construction Contracts are executed, Notice to Proceeds are issued and permits applied for. Take photos of rehabilitation work, Prepare pay requests and coordinate with homeowner and contractor		\$110,000
04/21	04/21	Take photos of completed homes. Prepare and submit Administrative Close-Out		\$112,500

Attachment C – Activity Work Plan

Recipient: Alachua County Activity: 08 - Temporary Relocation Project Budget: \$5,000
 Contract Number: 18DB-OM-03-11-01-H03 Date Prepared: 4/23/2020 Modification Number: 1

Start Date (month/year)	End Date (month/year)	Describe Proposed Action to be Completed by the "End Date." <i>Examples of Actions: Procure Administrator or Engineer, Complete Environmental Review and Obtain Release of Funds, Request Wage Decision, Complete and Submit Design and Specifications, Advertise for and Open Bids, Issue Notice to Proceed, Construction Completion (20, 40, 60, 80, and 100 percent or 25, 50, 75, and 100 percent), Complete Construction Procurement Process, Advertise Availability of Housing Rehabilitation Funds, Complete Rankings of Homes per HAP, Number of Houses Rehabilitated, and Submit Closeout Package to DEO.</i>	Estimated Units to be Completed by the "End Date"	Estimated Funds to be Requested by the "End Date"
12/20	02/21	Provide Relocation Assistance to Households	8	\$5,000

Attachment C – Activity Work Plan

Recipient: Alachua County Activity: 14A - Housing Rehab/Demo/Replacement Project Budget: \$632,500
 Contract Number: 18DB-OM-03-11-01-H03 Date Prepared: 4/23/2020 Modification Number: 1

Start Date (month/year)	End Date (month/year)	Describe Proposed Action to be Completed by the "End Date." <i>Examples of Actions: Procure Administrator or Engineer, Complete Environmental Review and Obtain Release of Funds, Request Wage Decision, Complete and Submit Design and Specifications, Advertise for and Open Bids, Issue Notice to Proceed, Construction Completion (20, 40, 60, 80, and 100 percent or 25, 50, 75, and 100 percent), Complete Construction Procurement Process, Advertise Availability of Housing Rehabilitation Funds, Complete Rankings of Homes per HAP, Number of Houses Rehabilitated, and Submit Closeout Package to DEO.</i>	Estimated Units to be Completed by the "End Date"	Estimated Funds to be Requested by the "End Date"
04/20	05/20	Asbestos inspections completed on all homes and initial results provided (positive or negative home specific). Site specific environmental reviews – 75% complete.		
05/20	06/20	Asbestos abatement specifications completed for homes that test positive. Bid specifications completed for all homes, site specific environmental reviews completed and submitted to DEO.		
06/20	07/20	Bid out rehabilitation of all homes, receive bids, bids are reviewed and recommendations to award are presented to Board of County Commission for approval.		
07/20	07/20	BCC Award Bids, Construction Contracts are executed, Notice to Proceeds are issued and permits applied for.		
08/20	09/20	Construction – 25% complete		\$158,125
10/20	11/20	Construction – 50% complete		\$316,250
12/20	01/21	Construction 75% complete		\$474,375
02/21	04/21	Construction – 100% complete	8 HU	\$632,500