



**Modification to Subgrant Agreement**

February 14, 2019

**Modification Number 2 to Subgrant Agreement Between  
the Department of Economic Opportunity and  
Alachua County**

This Modification Number 2 is entered into by and between the State of Florida, Department of Economic Opportunity, (“DEO”), and Alachua County, Florida (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 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, Project Detail Budget and Deliverables of the 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

February 14, 2019

**Recipient:** Alachua County**Modification Number:** 2**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 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, 2022, 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. The Agreement is hereby reinstated as though it had not expired.
10. Special Condition: As a part of this modification, the Recipient shall provide bi-weekly progress reports to DEO to ensure the timely progression and closeout of the project hereafter. Failure to comply with the special condition may result in the grant being rescinded by DEO.
11. Special Condition: Henceforth, the Recipient agrees that it will not undertake the rehabilitation or demolition and replacement of any additional housing units other than those currently underway unless the undertaking can most assuredly be completed on or before April 2, 2022.



# Modification to Subgrant Agreement

February 14, 2019

**Recipient:** Alachua County

**Modification Number:** 2

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

**FLAIR Contract Number:** H2306

All provisions of the 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: \_\_\_\_\_

By: \_\_\_\_\_

Name: Meredith Ivey

Name: Ken Cornell

Title: Chief of Staff

Title: Chairman

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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  
DocuSigned by:  
*Diana Johnson*  
9E797AC46776481...  
Alachua County Attorney

By: \_\_\_\_\_

Approved Date: \_\_\_\_\_

## Attachment A – Project Detail Budget and Deliverables

**Recipient:** Alachua County                      **Modification Number:** 2                      **Contract Number:** 18DB-OM-03-11-01-H03

Activity		Accomplishments		Beneficiaries				Budget			
Activity #	Description	Unit	Number	VLI	LI	MI	All	CDBG Amount	Other Funds	Source*	Total Funds
<b>1. Project Implementation</b>											
21A	Administration							\$112,500			\$112,500
<b>2. Temporary Relocation Assistance</b>											
08	Temporary Relocation	HH	10	2	5	3	10	\$15,000			\$15,000
<b>3. Housing Rehabilitation</b>											
14A	Housing Rehabilitation / Demolition and Replacement	HU	11	2	5	4	11	\$622,500	\$50,000	1	\$672,500
<b>Totals:</b>								\$750,000	\$50,000		\$800,000

\* Show the sources and amounts of "Other Funds" needed to complete the project below, including local funds, grants from other agencies and program income.

Source	Other Funds Counted as Leverage	Other Funds Not Counted as Leverage
1. Alachua County State Housing Initiatives Partnership (SHIP)	\$50,000	
2.		
3.		
4.		
5.		

## Attachment A – Project Detail Budget and Deliverables

Recipient: Alachua County      Modification Number: 2      Contract Number: 18DB-OM-03-11-01-H03

Deliverable	Minimum Level of Service (to submit for request for payment)	Financial Consequences
<p><b>Project Implementation</b> The Recipient shall complete eligible project implementation tasks as detailed in Attachment B – Project Narrative.</p> <p>Total Deliverable 1 cost reimbursement not to exceed: \$112,500</p>	<p>The Recipient shall be reimbursed upon completion of a minimum of one project implementation task on a per completed task basis as detailed in Attachment B - Project Narrative; evidenced by invoice(s) noting completed tasks.</p>	<p>Failure to perform the Minimum Level of Service shall result in nonpayment for this deliverable for each payment request.</p>
Deliverable	Minimum Level of Service (to submit for request for payment)	Financial Consequences
<p><b>Temporary Relocation Assistance</b> The Recipient shall provide temporary relocation assistance as detailed in Attachment B - Project Narrative.</p> <p>Total Deliverable 2 cost reimbursement not to exceed: \$15,000</p>	<p>The Recipient shall be reimbursed for temporary relocation assistance provided for a minimum of 1 home as detailed in the Attachment B - Project Narrative; evidenced by invoice(s) noting expense(s).</p>	<p>Failure to perform the Minimum Level of Service shall result in nonpayment for this deliverable for each payment request.</p>
Deliverable	Minimum Level of Service (to submit for request for payment)	Financial Consequences
<p><b>Housing Rehabilitation</b> The Recipient shall complete rehabilitation services to at least the minimum number of number low- to moderate-income homes listed in Attachment B - Project Narrative.</p> <p>Task 1: Construction to rehabilitate or demolish/ rebuild home(s) Task 2: Rehabilitation Services</p> <p>Total Deliverable 3 cost reimbursement not to exceed: \$622,500</p>	<p>Task 1: The Recipient shall be reimbursed upon completion of a minimum of 20 percent of the rehabilitation activities for one home. As evidence of percent completion, Recipient shall provide completed DEO-approved forms, documenting the percent completion for the home and the associated costs, signed by the contractor and certified by the housing specialist or building inspector for the project.</p> <p>Task 2: The Recipient shall be reimbursed upon completion of a minimum of one rehabilitation services task on a per completed task basis as detailed in Attachment B - Project Narrative; evidenced by invoice(s) noting completed tasks.</p>	<p>Failure to perform the Minimum Level of Service shall result in nonpayment for this deliverable for each payment request.</p>

## Attachment C – Activity Work Plan

Recipient: Alachua County                      Activity: 21A - Administration                      Project Budget: \$112,500  
 Contract Number: 18DB-OM-03-11-01-H 03                      Date Prepared: 4/8/2021                      Modification Number: 2

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 (33, 66, 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”
1/18	4/18	Fulfill requirements of the special conditions, prepare Unspecified Site Strategy and submit to DEO, and obtain release of funds.		\$5,000
5/18	9/18	Advertise for applicants, review applications, and rank applicants per HAP.		\$20,000
10/18	4/21	Prepare site specific environmental reviews, perform inspections, prepare bid documents, bid first round of houses. Take photos of homes before rehabilitation begins.		\$50,000
5/21	10/21	Complete construction procurement process; bid, award and rehabilitate six houses. Perform inspections; take photos of rehabilitation work; prepare pay requests and coordinate with homeowners and contractors.		\$80,000
11/21	3/22	Complete construction procurement process; bid, award and rehabilitate five houses. Perform inspections: take photos of rehabilitation work; prepare pay requests and coordinate with homeowners and contractors.		\$110,000
3/22	4/22	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: \$15,000  
 Contract Number: 18DB -OM -03-11-01-H 03      Date Prepared: 4/5/2021      Modification Number: 2

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 (33, 66, 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”
5/21	10/21	Provide Relocation Assistance to first group of Households.	5 HH	\$5,000
11/21	3/22	Provide Relocation Assistance to second group of Households.	10 HH	\$15,000

Recipient: Alachua County Activity: 14A- Housing Rehabilitation/Demolition and Replacement Project Budget: \$622,500  
 Contract Number: 18DB-OM-03-11-01-H03 Date Prepared: 4/8/2021 Modification Number: 2

Start Date (month/year)	End Date (month/year)	<b>Describe Proposed Action to be Completed by the “End Date.”</b> <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 (33, 66, 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”
5/21	10/21	Provide rehabilitation assistance to first six houses, construction and inspections.	6 HU	\$345,000
11/21	3/22	Provide rehabilitation assistance to last five houses, construction and inspections.	11 HU	\$622,500