

MEMORANDUM

May 26, 2015

TO: Honorable Mayor and City Commission

VIA: Kenneth Fields, City Manager

FROM: Jennifer Nanek, Assistant to the City Manager/Deputy City Clerk

RE: CDBG 2nd Public Hearing and Resolution 2015-12 to authorize the grant application and Resolution 2015-13 authorizing the SRF funds to be used as match.

SYNOPSIS: This is the required second public hearing regarding the City's CDBG application for funding for the second phase of the C Street Sewer project.

RECOMMENDATION

It is recommended that the City Commission take the following action:

1. Approve Resolution 2015-12 authorizing the mayor to sign and submit an application in the Neighborhood Revitalization CDBG grant categories for \$650,000 towards the second phase of replacing sewer lines in the C Street area.
2. Approve Resolution 2015-13 authorizing SRF funds (local match) to be combined with CDBG funds in order to fund the full cost of phase 2 of the project.

BACKGROUND

On February 3, 2015 the first public hearing on the CDBG grant application was held and was conducted by the City's grant consultant, Andy Easton. The City Commission authorized the preparation of an application in one of the four categories and approved the use of State Revolving Loan funds that have already been approved for the C Street Sewer project as local match for the 2015-2016 CDBG application.

On January 22, 2015 the Citizens Advisory Task Force met and voted unanimously to recommend to the City Commission that they apply for the CDBG Neighborhood Revitalization grant category to replace sewer lines in the C Street area.

The City of Lake Wales is eligible to receive up to \$750,000 in CDBG funds through the Small Cities Program, however, in order to make the application more competitive, only \$650,000 is being requested. These funds must be used for one of the following purposes:

1. To benefit low and moderate income persons;
2. To aid in the prevention or elimination of slums or blight; or

3. To meet other community development needs of recent origin having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and where other financial resources are not available to meet such needs.

The categories of activities for which these funds may be used are: housing, neighborhood revitalization, commercial revitalization, or economic development including such improvement activities as acquisition of real property, loans to private-for-profit business, purchase of machinery and equipment, construction of infrastructure, rehabilitation of houses and commercial buildings, and energy conservation.

OTHER OPTIONS

Do not apply for a 2015-2016 Small Cities Program grant. Since the City has missed the deadline for reentering the County's program, no CDBG funds could be expected in FY15'16.

FISCAL IMPACT

If the Commission decides to apply for the Neighborhood Revitalization funding category, and the CDBG grant is funded, the CDBG funds will be combined with loan funds from the State Revolving Loan fund that has already been approved for the project. The CDBG grant will help to lower the total amount of funds that need to be borrowed from the SRF program.

ATTACHMENTS

Fiscal Impact Statement
CDBG grant application
Resolution 2015-12
Resolution 2015-13

RESOLUTION 2015-12

RESOLUTION OF THE CITY COMMISSION OF LAKE WALES, FLORIDA, AUTHORIZING THE MAYOR TO MAKE APPLICATION TO THE FLORIDA DEPARTMENT OF COMMUNITY AFFAIRS FOR APPROVAL OF A COMMUNITY DEVELOPMENT BLOCK GRANT SPONSORED BY THE CITY OF LAKE WALES; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the City of Lake Wales, Florida is experiencing a need for physical improvements in one or more low-to-moderate income neighborhoods; and

WHEREAS, it is the desire of the City Commission that local residents be assisted in creating an improved living environment in these areas.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF LAKE WALES, FLORIDA;

SECTION 1. The Community Development Block Grant (CDBG) program is declared to be a workable program for providing needed physical improvements to City residents;

SECTION 2. The City Commission hereby directs the Mayor, City Manager or City Clerk, in his/her absence, to sign all necessary certifications of the Community Development Block Grant application, grant contract or other grant documents required by the CDBG program.

SECTION 3. The City Commission directs the Mayor, City Manager, or City Clerk, in his/her absence, to execute and submit the CDBG grant application to the Florida Department of Economic Opportunity for state approval.

SECTION 4. The Mayor, City Manager or City Clerk, in his/her absence, is authorized and directed to submit additional information in a timely manner as may be required by the Florida Department of Economic Opportunity during the application review process and after execution of a contract agreement with the Department.

SECTION 5. The proposed CDBG application is consistent with the local comprehensive plan.

SECTION 6. The City's comprehensive plan is hereby adopted as the City's community development plan.

SECTION 7. This Resolution shall take effect immediately upon its passage.

ADOPTED unanimously in open session of the City Commission of Lake Wales, Florida, on this 2nd day of June, 2015.

Attest:

City Clerk Clara VanBlargan, MMC

Mayor

RESOLUTION 2015-13

RESOLUTION OF THE CITY COMMISSION OF LAKE WALES, FLORIDA, AUTHORIZING FUNDS FOR THE PROPOSED SEWER LINE AND RELATED FACILITIES IMPROVEMENTS TO BE COMBINED WITH THE ANTICIPATED CDBG NEIGHBORHOOD REVITALIZATION GRANT

Whereas, the City of Lake Wales plans to provide improvements to the community to benefit low and moderate income persons; and

Whereas, the City of Lake Wales will apply for Federal Fiscal Year 2014 grant funds from the Neighborhood Revitalization Category of the Florida Small Cities Community Development Block Grant (CDBG) program to partially fund a sewer line and related facilities improvement project; and

Whereas, based on a phase 3 project cost of \$1,496,644, the City will need to provide \$936,664 in non-CDBG funds to be combined with the anticipated \$560,000 in construction funds from the CDBG grant to fund the full phase 3 cost; and

Whereas, the CDBG grant program rules require that the City document the absolute availability of the non-CDBG funds for the project; and

Whereas, the City has funds available from the State Revolving Fund (SRF) that may be used for the proposed improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF LAKE WALES, FLORIDA;

SECTION 1. That the City of Lake Wales commits funds in the amount of \$936,664 for the proposed sewer line and related facilities improvements to be combined with the anticipated construction funding of \$560,000 from the CDBG Neighborhood Revitalization grant.

SECTION 2. That the non-CDBG funds will be expended after the date of the grant agency's Site Visit and before administrative closeout of the CDBG grant.

SECTION 3. That \$50,000 of the City funds to be contributed to this project will be used for grant scoring purposes in the CDBG grant application. The project budget, project map and Engineer's Cost Estimate are included as Attachment "A" to this resolution.

ADOPTED unanimously by the City Commission of Lake Wales, Florida, on this 2nd day of June, 2015.

Attest:

City Clerk Clara VanBlargan

Mayor

Attachment A

Project Budget, Project Map and Engineer's CostEstimate

City of Lake Wales CDBG Grant Program Budget

Activity	CDBG Budget	LMI Benefit
Sewer Line Replacment	\$560,000	+51%
Engineering	\$39,000	NA
Grant Administration	<u>\$51,000</u>	NA
Total	\$650,000	

Other Funds: \$936,664 from the SRF program

Amount of other funds claimed for CDBG grant scoring purposes: \$50,000

Total Construction Cost: \$936,664 + \$560,000 = \$1,496,664

20 May 2015

Mr. Thomas J. Moran, P.E.
Public Works Director
CITY OF LAKE WALES
201 West Central Avenue Lake
Wales, Florida 33853

Subject | CDBG Project Description
Project | Sewer Line Replacement Project Phase 3
City of Lake Wales
Envisors No. | WAL51501

Dear Mr. Moran:

Envisors, a Pennoni Company (Envisors) is pleased to submit to the City of Lake Wales the following project description for use with the City's CDBG Application.

Project Overview:

The City is in the process of implementing a multi-phase project that will replace substandard gravity sanitary sewer system lines with more durable and reliable PVC pipe.

Phase 1, which was completed in early 2015, replaced the sewer main on Dr. J.A. Wiltshire Avenue, Dorsett Avenue, and in the vicinity of Booker Avenue and also rehabilitated Wastewater Lift Station No. 16 (Figure 1). Phase 1 was funded by a combination of CDBG and City funds.

Phase 2, which is expected to be bid in June 2015 will involve the replacement of substandard sewer lines in the area that is generally bounded by C Street to the east, G Street to the west, Dr. J.A. Wiltshire to the south and Florida Avenue to the north (Figure 1). Phase 2 will be funded by the FDEP State Revolving Fund (SRF) program.

The final phase of the project, Phase 3, will involve the replacement of substandard sewer lines on Carver Drive and Crescent Circle and in the area north of Dr. J.A. Wiltshire Avenue between A Street and C Street (Figure 1). Phase 3 is anticipated to be funded by a combination of CDBG and SRF funds. It is our understanding that the CDBG application will request funds that are allocated to the State of Florida from the FFY 2014 CDBG program year. Since the project is already designed, the project may be bid after all of the required CDBG approvals have been obtained.

Phase 3 Project Description:

As the City's engineering consultant, Envisors, has designed and has permitted a replacement sewer system for the entire area described above. Phase 3 will include the replacement of

existing substandard vitrified clay pipe gravity sanitary sewer system sewer lines with a new PVC sanitary sewer lines. However, the CDBG Project (Phase 3) as proposed will only involve constructing approximately 5,400 LF of 8-inch gravity sewer with associated manholes. Funding for Phase 3 is anticipated to be accomplished using a combination of currently available SRF funds and proposed CDBG funding. The limits of this project are illustrated on the attached project area map (Figure 1). The map shows that Phase 3 is divided into two service areas. Service Area "A" includes Carver Drive and Crescent Circle, and Service Area "B" includes the area north of Dr. J.A. Wiltshire Avenue between A Street and C Street.

The sewer system upgrades are designed in accordance with current City of Lake Wales and industry standards including minimum pipe slopes and minimum pipe cover to improve the level of service within the project area. The proposed sewer improvements include sewer pipes designed to be generally laid with steeper grades and at lower elevations compared to the existing system.

The design location of the proposed sewer system throughout the project area is in most cases parallel and directly adjacent to the existing sewer system. This route was determined to be the apparent most cost effective design scenario to replace the sewer system in the project area. All sewer line improvements will be located in existing public right of way or in previously properly acquired easements.

The contractor's scope of work for the CDBG project will be to furnish all labor, materials, equipment, management, administration, supervision, insurance coverage, and any other facilities and services necessary to successfully construct, start-up, and warranty the completed project. The major items of construction are summarized below:

- 1) Construct approximately 5,400 feet of 8-inch gravity PVC sanitary sewer pipe;
- 2) Construct 27 sanitary sewer manholes.
- 3) Provide the City with insurance, guarantees, lien releases, as-built drawings, etc.; and
- 4) Warranty the completed project for one (1) year and provide services as required during the one (1) year warranty period.

Project Cost Estimate and Phasing:

The engineer's opinion of probable cost for the proposed CDBG project is based on sewer construction projects that we are familiar with including the recently completed Phase 1 of the project (Table 1).

Unaddressed Needs: Unaddressed needs include the remainder Phase 3 of the project not funded by CDBG funds.

Mr. Thomas J. Moran, P.E.

20 May 2015

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Please feel free to call us if you have any questions. We sincerely appreciate the opportunity to assist the City of Lake Wales with this important Project.

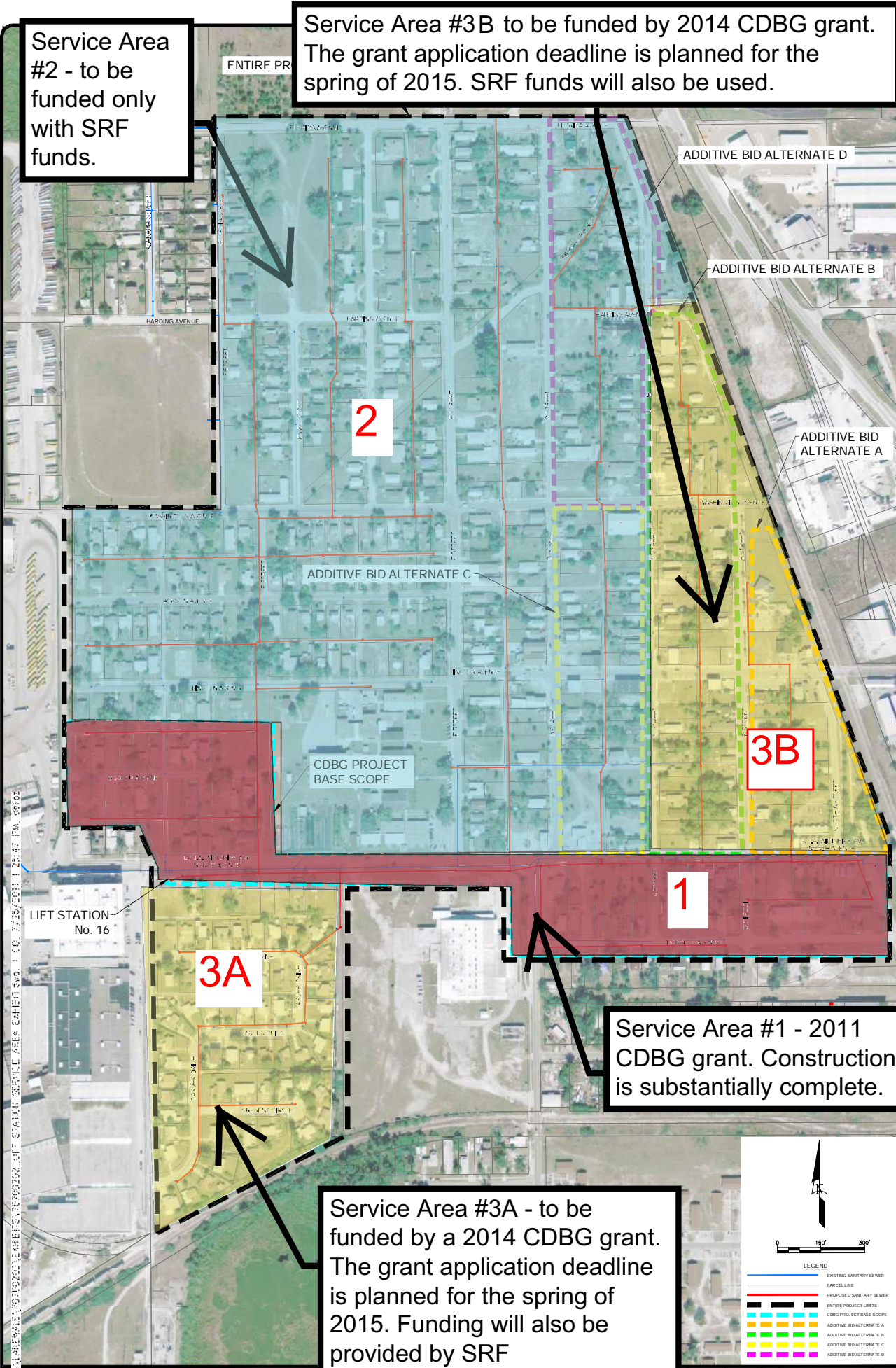
Sincerely,
ENVISORS, a Pennoni Company



Roger L. Homann
Project Manager

Service Area #2 - to be funded only with SRF funds.

Service Area #3B to be funded by 2014 CDBG grant. The grant application deadline is planned for the spring of 2015. SRF funds will also be used.



Service Area #1 - 2011 CDBG grant. Construction is substantially complete.

Service Area #3A - to be funded by a 2014 CDBG grant. The grant application deadline is planned for the spring of 2015. Funding will also be provided by SRF

FIGURE 1

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CDA No. 00002130

CITY OF LAKE WALES
LIFT STATION No. 16 SERVICE AREA SEWER REPLACEMENT
PROJECT LIMITS

ENVISORS
ENGINEERS | PLANNERS | SURVEYORS
2700 DUNBAR ROAD • PO BOX 5079 • WELLS SPRING, FL 32083 • P. 850-224-1112 • F. 850-224-6100
WWW.ENVISORS.COM • CDA No. 00002130

DESIGNED	SLESS			
DRAWN	DJE			
CHECKED	SLESS			
APPROVED	SLE			
JOB NO.	70700202			
DATE:	July 11	NO.	REVISION DESCRIPTION	DATE

TABLE 1
CDBG PHASE 3 SEWER FACILITIES IMPROVEMENT PROJECT
CITY OF LAKE WALES
OPINION OF PROBABLE COST*

Carver Drive Area (Area "A")

Item No.	Item	Unit	Estimated Quantity	Unit Cost	Total
1.0	Mobilization	LS	1	\$ 45,000.00	\$ 45,000.00
2.0	8" PVC Sewer Lines (Includes installation, dewatering, testing, site restoration to preconstruction conditions, etc.)	LF	2,283	\$ 208.00	\$ 474,864.00
3.0	Sanitary Manholes (Includes installation, dewatering, testing, site restoration to preconstruction conditions, etc.)	EA	13	\$ 5,520.00	\$ 71,760.00
4.0	Manhole Abandonment in accordance with Construction plans	EA	14	\$ 1,261.00	\$ 17,654.00
5.0	Single Service Lateral Connections - (4") Same side of Existing Connection (Includes installation, dewatering, testing, site restoration to preconstruction conditions, etc.)	EA	5	\$ 1,052.00	\$ 5,260.00
6.0	Double Service Lateral Connections - (4") Same side of Existing Connection (Includes installation, dewatering, testing, site restoration to preconstruction conditions, etc.)	EA	26	\$ 1,400.00	\$ 36,400.00
7.0	New Single Sewer Service at Vacant Lot Location	EA	2	\$ 897.00	\$ 1,794.00
8.0	New Double Sewer Service at Vacant Lot Location	EA	2	\$ 1,119.00	\$ 2,238.00
Total					\$654,970.00

*Because Envisors has no control over the cost of labor, materials, equipment, or services furnished by contractors; methods of determining prices; competitive bidding; nor economic market conditions, any opinions of construction and material costs are made on the basis of past experience and represent Envisors' best judgment as experienced and qualified professional engineers familiar with the construction industry. Envisors cannot guarantee that proposals, bids, or actual costs will not vary from our opinion of probable costs. If at any time the City of Lake Wales desires greater assurance as to the probable costs, an independent cost estimator can be retained to develop a detailed cost estimate.

TABLE 1 (Continued)
CDBG PHASE 3 SEWER FACILITIES IMPROVEMENT PROJECT
CITY OF LAKE WALES
OPINION OF PROBABLE COST*

Area Between A and C Streets (Area "B")

Item No.	Item	Unit	Estimated Quantity	Unit Cost	Total
1.0	Mobilization	LS	1	\$ 45,000.00	\$ 45,000.00
2.0	8" PVC Sewer Lines (Includes installation, dewatering, testing, site restoration to preconstruction conditions, etc.)	LF	3,075	\$ 208.00	\$ 639,600.00
3.0	Sanitary Manholes (Includes installation, dewatering, testing, site restoration to preconstruction conditions, etc.)	EA	14	\$ 5,520.00	\$ 77,280.00
4.0	Manhole Abandonment in accordance with Construction plans	EA	10	\$ 1,261.00	\$ 12,610.00
5.0	Single Service Lateral Connections - (4") Same side of Existing Connection (Includes installation, dewatering, testing, site restoration to preconstruction conditions, etc.)	EA	21	\$ 1,052.00	\$ 22,092.00
6.0	Double Service Lateral Connections - (4") Same side of Existing Connection (Includes installation, dewatering, testing, site restoration to preconstruction conditions, etc.)	EA	13	\$ 1,400.00	\$ 18,200.00
7.0	New Single Sewer Service at Vacant Lot Location	EA	20	\$ 897.00	\$ 17,940.00
8.0	New Double Sewer Service at Vacant Lot Location	EA	8	\$ 1,119.00	\$ 8,952.00
Total					\$841,674.00

*Because Envisors has no control over the cost of labor, materials, equipment, or services furnished by contractors; methods of determining prices; competitive bidding; nor economic market conditions, any opinions of construction and material costs are made on the basis of past experience and represent Envisors' best judgment as experienced and qualified professional engineers familiar with the construction industry. Envisors cannot guarantee that proposals, bids, or actual costs will not vary from our opinion of probable costs. If at any time the City of Lake Wales desires greater assurance as to the probable costs, an independent cost estimator can be retained to develop a detailed cost estimate.

City of Lake Wales CDBG Grant Program Budget

Activity	CDBG Budget	LMI Benefit
Sewer Line Replacment	\$560,000	+51%
Engineering	\$39,000	NA
Grant Administration	<u>\$51,000</u>	NA
Total	\$650,000	

Other Funds: \$936,664 from the SRF program

Amount of other funds claimed for CDBG grant scoring purposes: \$50,000

Total Construction Cost: \$936,664 + \$560,000 = \$1,496,664



Florida Small Cities Community Development Block Grant (CDBG)

Application for Funding

Applicant: City of Lake Wales
(Name of Local Government)

- Commercial Revitalization Housing Rehabilitation
 Neighborhood Revitalization Economic Development

Federal Fiscal Year 2014

Application Due Date: June 22, 2015

Mailing Address: Department of Economic Opportunity
Bureau of Community Revitalization
107 East Madison Street – MSC 400
Tallahassee, Florida 32399-6508

Telephone: (850) 717-8405
Fax: (850) 922-5609
Web: <http://www.floridajobs.org/SmallCitiesCDBG>

Contents

Left click on the appropriate check boxes to indicate which parts of the application form are included in this application package.

- Part 1 – General Information**
- Part 2 – Application Profile and General Scoring Criteria (Required)**
- Part 3 – Sources and Uses of Non-CDBG Funds**
- Part 4 – Commercial Revitalization**
- Part 5 – Economic Development**
- Part 6 – Housing Rehabilitation**
- Part 7 – Neighborhood Revitalization**
- Part 8 – Certification and Score Summary (Required)**
- Part 9 – Supporting Documentation (Required)**
 - Appendix A: Maps (Required)**
 - Appendix B: Local Governing Body's Resolutions for Signature Delegation and Application Submission (Required)**
 - Appendix C: Comprehensive Plan Documents (Required)**
 - Appendix D: Public Hearing/CATF Meeting Documentation (Required)**
 - Appendix E: Leverage Documentation**
 - Appendix F: Grant Application Preparation Cost Documentation**
 - Appendix G: Readiness to Proceed Documentation**
 - Appendix H: VLI/LMI Worksheets and Survey Documentation or Census Data and Maps**
 - Appendix I: Documentation Related to Health and Safety Impact Score**
 - Appendix J: Joint Agreements/Contingency Funding Documentation/Interlocal Agreements**
 - Appendix K: Housing Assistance Plan (Required for all Housing Rehabilitation Applications)**
 - Appendix L: Historic Preservation Documents**
 - Appendix M: Special Designation Documentation**
 - Appendix N: Documentation for Economic Development Applications**
 - Appendix O: Documentation for Other Community Development Activities Score (Commercial Revitalization)**
 - Appendix P: Documentation for Demolition of Vacant Dilapidated Structures (Commercial Revitalization)**
 - Appendix Q: Local Government Minority Contracting and Fair Housing Score Documentation**
 - Appendix R: Engineer's Cost Estimate**

**Application Profile
 Table G-1**

Local Government Contact Information:

Local Government Name: City of Lake Wales		
Street Address: 201 West Central Ave.		
Mailing Address (if different): P.O. Box 1320		
City: Lake Wales	Zip Code: 33859	County: Polk
Main Telephone: 863-678-4182		Main Facsimile: 863-678-4180
DUNS Number: 073212201		Federal ID Number: 59-6000357

Chief Elected Official: Eugene Fultz	Title: Mayor
Telephone: 863-678-4182	Facsimile: 863-678-4180
E-mail Address: use: Jnanek@cityoflakewales.com	

Local Government Financial Officer: Dorothy Ecklund	Title: Finance Director
Telephone: 863-632-0424	Facsimile: 863-678-4180
E-mail Address: decklund@cityoflakewales.com	

Local Government Project Contact: Jennifer Nanek	Title: Deputy Clerk and Assistant to the City Manager
Street Address: 201 West Central Ave.	
City: Lake Wales	Zip Code: 33859
Direct Telephone: 863-678-4182	Facsimile: 863-678-4180
E-mail Address: Jnanek@cityoflakewales.com	

Application Profile – Table G-1 (Continued)

Application Preparer Information		
Preparer's Name: Andy Easton	Organization Preparing Application: <input type="checkbox"/> Local Government <input checked="" type="checkbox"/> Private Company <input type="checkbox"/> RPC	
Street Address: 203 Ridgeland Road		
City: Tallahassee	State: Florida	Zip Code: 32312
Telephone: 850-445-7829	Facsimile: 850-807-7324	
E-mail Address: andyeaston2@msn.com		

Consultant Information		
Consultant's Name:	<input type="checkbox"/> Private Company <input type="checkbox"/> RPC	
Street Address:		
City:	State:	Zip Code:
Telephone:	E-mail Address:	

Demographics		
U.S. Congressional District Number: 12	Florida Senate District Number: 17	Florida House District Number: 66
Service Area Census Tract(s): 143.01	Census Block Group(s): 2	

Application Type: Indicate the application category. A completed application must include the appropriate section as listed below.	
<input type="checkbox"/> Commercial Revitalization (Part 4)	<input type="checkbox"/> Economic Development (Part 5)
<input type="checkbox"/> Housing Rehabilitation (Part 6)	<input checked="" type="checkbox"/> Neighborhood Revitalization (Part 7)

Application Profile – Table G-1 (Continued)

<p>Funding for Planning and Design: You must check the Planning and Design Funding – Neighborhood Revitalization box if you want to be considered for funding. (The maximum funding for Planning and Design is \$70,000. In addition to the total funding needed for planning and design, the dollar amounts needed for basic engineering, additional engineering and administration must be shown below.)</p>		
<input type="checkbox"/> Planning and Design Funding – Neighborhood Revitalization		
If you will accept funding for Planning and Design, indicate the total amount being requested: \$		
Basic Engineering \$	Additional Engineering \$	Administration \$

<p>Citizen Participation – Public Hearings Documentation of the citizen participation activities must be included in Appendix D of Part 9.</p>	
List the date that the public notice for the first public hearing was published: 1-28-15	List the date when the first public hearing was held: 2-3-15
List the date that the public notice for the second public hearing was published: 5-18-15	List the date when the second public hearing was held: 6-2-15

<p>Subgrant Funding Request: The maximum funding request for Neighborhood Revitalization, Commercial Revitalization and Housing Rehabilitation subgrants is based on the jurisdiction’s LMI population as determined by HUD. Please see the table below. The maximum subgrant funding request for Economic Development subgrants is \$1,500,000, and the cost per job created must be less than \$35,000. At the bottom of the left column, enter the actual LMI population. (Data available on CDBG website.) At the bottom of the right column, enter the actual subgrant amount being requested.</p>	
LMI Population	Maximum Subgrant Request
1 – 499	\$600,000.00
500 – 1,249	\$650,000.00
1,250 – 3,999	\$700,000.00
4,000 – and above	\$750,000.00
Local Government’s LMI Population: 6,275	Subgrant Funds Being Requested: \$ 650,000

**Application Profile
 Table G-1 (Continued)**

Answer the following questions by clicking on the correct check box.		
Historic Preservation Will the project impact a building, public improvement or planned open space that is 50 or more years old? If yes, documentation must be provided in Appendix L of Part 9. (See instructions.)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Interlocal Agreement Will project activities require an interlocal agreement? If yes , the interlocal agreement(s) must be provided in Appendix J of Part 9. (See instructions.)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
State of Financial Emergency Is the local government currently identified as being in a State of Financial Emergency pursuant to Section 218.50 – 218.504, Florida Statutes? Check at http://www.leg.state.fl.us/cgi-bin/View_Page.pl?File=financial-emergencies.cfm&Directory=committees/joint/Jcla/&Tab=committees	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Grant Preparation Costs The applicant may request subgrant funds for the cost of application preparation. See instructions if funds are requested. Does the applicant wish to request subgrant funds for the cost of application preparation? If yes, documentation must be included in Appendix F of Part 9. Amount: \$ _____	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
National Flood Insurance Program Is the applicant currently participating in the National Flood Insurance Program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**Project Narrative
Form G-2**

The City of Lake Wales is applying for a \$650,000 CDBG grant in the Neighborhood Revitalization Category to fund sewer line replacement activities in a low to moderate income neighborhood. The CDBG funds will be combined with approximately \$936,664 in State Revolving Loan Funds (SRF) in order to complete the planned sewer line replacement activities. The sewer lines need to be replaced because they are in aging deteriorated condition. This CDBG project is part of a multi-phase sewer line replacement project that has the goal of replacing all sewer lines in the low income minority residential area of Lake Wales. The project phases and service areas have been arranged in the following manner:

Service Area Number	Comments
<p align="center">1 (Completed, not part of this CDBG application)</p>	<p>This was the first phase of the project. It was completed on January 29, 2015 and was funded by a \$750,000 CDBG grant and City funds. Project activities included the replacement of the sewer main along Wiltshire Avenue and a major upgrade to Sewer Lift Station #16 (which is located at the corner of Carver Drive and Wiltshire Avenue). The total project cost for this portion of the project was approximately \$2 million.</p>
<p align="center">2 (To be funded with SRF loan funds, not part of this CDBG application)</p>	<p>This is the second phase of the project. It will be bid in June/July of 2015 and will be funded entirely with SRF funds. It is not part of this CDBG grant project. The project activities will include sewer line replacement on all streets west of C Street, North of Dr. A.J. Wiltshire Ave., south of Florida Avenue and east of G street. The total cost of this phase is expected to be approximaty \$5 million.</p>
<p align="center">3 and 3A (This grant application, to be funded by SRF and CDBG)</p>	<p>This is the 3rd and final phase of the project. Sewer line replacement activities will occur north of Dr. J. A. Wiltshire Avenue in the vicinity of A Street, B Street and C Street and along the portions of Lincoln Avenue, Washington Ave and Harding Avenue that are located east of C Street. These streets comprise Service Area 3.</p> <p>CDBG funds will also be used for sewer line replacement activities along Carver Drive and Crescent Circle (Service Area 3A).</p> <p>The CDBG funds will be combined with \$936,664 in State Revolving Loan Funds in order to complete the planned sewer line replacement activities.</p>

Grant Administration and Engineering (CDBG Funds)

Grant administration activities will include complete management and reporting for each project with separate tracking for each funding source. The amount of funding for administration is shown in the table below. Engineering costs will include project inspection and construction contract administration. The budget for engineering is shown in the table below.

Budget Summary (CDBG and City Funds)

The following table shows the total project budget

City of Lake Wales Sewer Line Replacment Project Budget			
Item	CDBG	SRF Funds	Totals
Engineering	\$39,000	--	\$39,000
Administration	\$51,000	--	\$51,000
Sewer Lines and Related Components	\$560,000	\$936,664	\$1,496,664
TOTAL	\$650,000	\$936,664	\$1,586,664

Meeting the CDBG National Objective

Over 51% of the people that will benefit from CDBG funds are classified by HUD as low to moderate (LMI) income persons. Therefore, the national objective to be met by this project is “benefit to low and moderate income persons”. The percent VLI and LMI benefit by service area is shown below:

SA 3 (A,B and C Streets)			
total persons	111	total hh	49
vli persons	59	vli hh	24
lmi + vli per	102	vli +lmi hh	44
abv per	9	abv hh	5
vli%	53.15%		
lmi%	91.89%		
abv %	8.11%		
Total	100.00%		

Service Area 3 (Carver)				
total persons	130		total hh	52
vli persons	24		vli hh	10
lmi + vli per	82		vli +lmi hh	33
abv per	48		abv hh	19
vli%	18.46%			
lmi%	63.08%			
abv %	36.92%			
Total	100.00%			

Service Areas 3 and 3A Combined				
total persons	241		total hh	101
vli persons	83		vli hh	34
lmi + vli per	184		vli +lmi hh	77
abv per	57		abv hh	24
vli%	34.44%			
lmi%	76.35%			
abv %	23.65%			
Total	100.00%			

Additional Project Narrative Statements:

There are no plans by FDOT, Lake Wales or Polk County to undertake road construction activities in the service area.

The construction activities will not take in the 100 year flood plain.

The City is planning to begin construction during the 4th quarter of 2015

The project scope does not include providing handicap access to public buildings.

The project will not impact historic resources.

General Scoring Criteria — Table G-3

<p>1. Community-Wide Needs Score (CWNS) The CWNS for each non-entitlement local government is posted on the Department’s website at: http://www.floridajobs.org/community-planning-and-development/assistance-for-governments-and-organizations/florida-small-cities-community-development-block-grant-program/downloads-and-information-for-applicants (Transfer this score to line 1. of the Application Scoring Summary page – Part 8, page 4.)</p>		<p>Score: <u>135.48</u></p>
<p>2. Special Designation Score Check all applicable designations below and enter a score of 20 points if all CDBG activities will be conducted within any of the boundaries of the special designation areas checked. Documentation must be included in Appendix M of Part 9. (See instructions.) (Transfer this score to line 3a. of the Application Scoring Summary page.)</p>		<p>Score: <u>0</u></p>
<p><input type="checkbox"/> Rural Area of Opportunity (RAO)</p>	<p><input type="checkbox"/> Rural Community as defined by §288.0656, F.S.</p>	
<p><input type="checkbox"/> Area of Critical State Concern pursuant to §380.05, F.S.</p>	<p><input type="checkbox"/> Florida Enterprise Zone pursuant to §290.0065, F.S.</p>	
<p>3. Grant History Score: If the applicant has not had an open CDBG contract in the NR, CR, or HR categories within five years of application deadline, claim 100 points. (Transfer this score to line 3b. of the Application Scoring Summary page.)</p>		<p>Score: <u>0</u></p>
<p>4. CATF Score: The applicant can score a maximum of 10 points if it has appointed a Citizen Advisory Task Force (CATF) to provide input on all phases of the Small Cities CDBG Program process and the CATF met to discuss community needs and make recommendations to the local governing body before the application was drafted. The task force must be comprised of residents of the applying jurisdiction, and at least 51% of the members must be from LMI households. None of the members can be an elected official of the jurisdiction, and only one member can be an employee of the applicant. The CATF shall have at least five members, and at least 51% members must participate in the meeting to claim CATF points. Documentation must be included in Appendix D of Part 9. (See instructions.)</p>		
<p>4a. If the CATF met before the first public hearing was conducted and before a draft application was developed to discuss community needs and make recommendations to the local governing body as to the program area and activities that should be considered when drafting a Small Cities CDBG application, score 10 points, or</p>		<p>Score: <u>10</u></p>
<p>4b. If the CATF met before the notice for the second public hearing was published and before a draft application was finalized to make recommendations to the local governing body as to the program area and activities that should be included in its Small Cities CDBG application, score 5 points. (Transfer this score to line 3c. of the Application Scoring Summary page.)</p>		
<p>If applicable, list the date that the public notice for the CATF meeting was published: 1-17-15</p>	<p>If applicable, list the date when the CATF meeting was held: 1-22-15</p>	

General Scoring Criteria — Table G-3 (Continued)

5. Outstanding Performance in Equal Employment Opportunity (EEO)						
M/WBE Contracting: The applicant may claim up to 20 points for achievement in Minority-/Women-Owned Business Enterprises (M/WBE) contracting in the most recent Small Cities CDBG subgrant that was administratively closed not more than four years before application deadline date. Review the M/WBE reports submitted to DCA/DEO for that subgrant and enter a score based on the achievement reported.						
Most Recent Administratively Closed Small Cities CDBG Contract Number:			<u>12DB-OH-07-63-02-N15</u>			
0 Amount Awarded to M/WBE firms	÷	750,000 Total Prime Contracts Amount	X 100 =	<u>0</u> M/WBE %		
M/WBE %		Points		5a. M/WBE Contracting Score: <u>0</u> (Maximum 20 points)		
0.0 – 4.99%		0				
5.0 – 14.99%		5				
15.0 – 19.99%		10				
20.0 – 24.99%		15				
25.00%+		20				
If the applicant has not administratively closed a Small Cities CDBG subgrant within four years of the application deadline date, score 5 points.						
Local Government Minority Employment: The applicant may claim up to 60 points for meeting minority employment goals. Complete the table below to calculate the applicant’s percentage of minority employees. See instructions for calculations.						
Number of Permanent Full-time Equivalent Minority Applicant Employees <u>23</u>	÷	Number of Permanent Full-time Equivalent Applicant Employees <u>144</u>	=	Applicant’s Percentage of Minority Employees <u>15.57%</u>		
Enter percentage of minorities in the applicant’s county: 20.1%						
If the “Prorated 60 Points Score” is claimed, complete the following equation:						
Applicant’s Percentage of Minority Employees <u>15.57</u>	÷	Percentage of Minorities in Applicant’s County <u>20.1</u>	=	Applicant’s Percentage of Minority Employees <u>0</u>	X 60 =	Points Claimed <u>46.48</u>

If the applicant has three or less employees, 40 points may be claimed.		
5b. Local Government Minority Employment Score (60 Points Maximum):		<u>46.48</u>
6. Outstanding Performance in Fair Housing		
The applicant may claim five points for adopting a Fair Housing Ordinance prior to the application deadline and five points for conducting a Fair Housing workshop in the 12 months prior to the application deadline. See instructions for guidelines and documentation requirements.		
	Date	Score
6a. Date Fair Housing Ordinance Adopted:	<u>11-19-2002</u>	<u>5</u>
6b. Date of Fair Housing Workshop:	<u>2-3-15</u>	<u>5</u>
6c. Total Fair Housing (6a+6b) Score (10 Points Maximum):		<u>10</u>

Outstanding Performance in EEO and Fair Housing (5a+5b+6c) Score: 56.48
 (Transfer this score to line 2. on the Application Scoring Summary page – Part 8, page 4.)
 (90 points maximum)

Sources and Uses of Non-CDBG Funds
Private, Participating Party, Public Leverage from Non-Local and Local Funding Sources
Table L-1

Activity #	Source	Amount Claimed for Scoring	Amount Not Claimed for Scoring	Type (Participating Party, Loan, Grant, Local Government Funds, Donated Land, or Other Leverage)
03J	SRF	\$50,000	\$866,664	Loan
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
Totals		\$ 50,000	\$ 866,664	
Total Funds Claimed for Leverage Scoring		\$50,000		

Use the preceding totals to compute the number of points you are claiming for leverage scoring on the next page.

Leverage Score Summary

Leverage Points Calculation for NR, CR, and HR

Communities with a LMI Population of 1,249 or Less

$$\frac{\text{\$na}}{\text{\$1,000}} = \text{Points}$$

(25 Points Maximum)

Leverage Points Calculation for NR, CR, and HR

Communities with a LMI Population of 1,250 or More

$$\frac{\text{\$50,000}}{\text{\$2,000}} = \text{25 Points}$$

(25 Points Maximum)

Leverage Points Calculation for ED

$$\frac{\text{\$na}}{\text{\$10,000}} = \text{Points}$$

(125 Points Maximum)

Leverage Score: 25

**(Transfer this score to line 3d. on the Application Scoring Summary page in Part 8.
25 Points Maximum for NR, HR, and CR. 125 Points Maximum for ED.)**

CDBG Funds and Activity Goals – Table N-1

A		B	C	D	E	F
1. Activity Number and Name (*Same points in the activity supported.)		Appropriate RUS Engineering Table	Enter CDBG Activity Funds	% Of CDBG Project Cost (Col. C ÷ Total of Col. C)	Goal Points	Activity Goal Score (D x E)
01	Acquisition (in support of)*	NA	\$		*	
03J	Fire Hydrants ¹⁶	Table II	\$		60	
03J	Fire Protection ¹	Table II	\$		60	
03I	Flood and Drainage ²	Table II	\$		65	
03I	Hazard Mitigation Activities ³	Table II	\$		50	
14A	Housing Rehabilitation – Plumbing ⁴	NA	\$		60	
03F	Parks, Playgrounds ⁵	Table II	\$		50	
03L	Pedestrian Malls/Sidewalks ⁶	Table II	\$		65	
03E	Recreation/Neighborhood Center	Table II	\$		50	
08	Relocation	NA	\$		35	
10	Removal of Architectural Barriers ⁷	Table II	\$		50	
03A	Senior Center	Table II	\$		55	
03C	Temporary Shelters ¹¹	Table II	\$		55	
03J	New Sewage Treatment Plant	Table I	\$		85	
03J	Sewage Treatment Plant Upgrades	Table I	\$		70	
03J	New Sewer Lines & Components ⁸	Table I	\$		85	
03J	Sewer Line Replacement ⁹	Table I	\$560,000	100	70	70
03J	Sewer Hookups ¹⁰	Table I	\$		85	
03J	Solid Waste Disposal	Table II	\$		25	
03K	Street Improvements – New Paving ¹²	Table II	\$		70	
03K	Street Improvements – Repaving ¹³	Table II	\$		55	

*Same points as the activity it supports.

CDBG Funds and Activity Goals – Table N-1 (Continued)

A		B	C	D	E	F
1. Activity Number and Name (*Same points in the activity supported.)		Appropriate RUS Engineering Table	Enter CDBG Activity Funds	% of CDBG Project Cost (Col. C ÷ Total CDBG Project Cost)	Goal Points	Activity Goal Score (D x E)
03J	Water Hookups ¹⁴	Table II	\$		85	
03J	Water Lines, New – Potable ¹⁵	Table II	\$		85	
03J	Water Line Replacement ⁹	Table II	\$		70	
03J	New Water Tank/Well/Treatment Plant ⁶	Table I	\$		85	
03J	Water Tank/Well/Treatment Plant Improvements ⁶	Table I	\$		70	
03M	Child Care Center	Table II	\$		55	
03P	Health Facility	Table II	\$		55	
			\$		25	
			\$		25	
2. Add Column C (from both pages) to get the Total CDBG Project Cost:			\$560,000			
3. Add the Activity Goal Scores in Column F (from both pages) to get the Total Activity Goal Score: <u>70</u>						(85 Point Maximum)
4. Indicate the Appropriate RUS Used and Enter Engineering Funds:			RUS Table Used: <input checked="" type="checkbox"/> I <input type="checkbox"/> II <input type="checkbox"/> Both Prorated			
4a. Basic Fee		\$10,000				
4b. Resident Inspection Fee		\$29,000				
4c. Preliminary Engineering Fee		\$0				
4d. Additional Engineering Services:		\$0				
5. Total the CDBG Engineering Fees (4a+4b+4c+4d_):			\$39,000			
6. Enter CDBG Administrative Cost:			\$51,000			
7. Total the CDBG Funds Requested (2+5+6):			\$650,000			

**Addressed Needs – Activities and Beneficiaries
 Table N-2a**

Census or survey data must be compiled to complete this and the remainder of the application forms.

A		B	C	D	E
Activity Number and Name		Enter # of Addressed CDBG Units	Enter # of VLI CDBG Beneficiaries	Enter # of LMI CDBG Beneficiaries	Enter # of Total CDBG Beneficiaries
01	Acquisition (in support of)				
03J	Fire Hydrants				
03J	Fire Protection				
03I	Flood and Drainage				
03I	Hazard Mitigation Activities				
14A	Housing Rehabilitation – Plumbing				
03F	Parks, Playgrounds				
03L	Pedestrian Malls/Sidewalks				
03E	Recreation/Neighborhood Center				
08	Relocation				
14E	Removal of Architectural Barriers				
03A	Senior Center				
03C	Temporary Shelters ¹¹				
03J	Sewage Treatment Plant				
03J	New Sewer Lines & Components				

(Use the following units of measure in Column B: Barriers, Buildings, Homes, Hydrants, Lift Stations (LS), Linear Feet (LF), Plants, Sites, Tanks, Wells, and Units.)

**Addressed Needs – Activities and Beneficiaries
 Table N-2a (Continued)**

A		B	C	D	E
Activity Number and Name		Enter # of Addressed CDBG Units	Enter # of VLI CDBG Beneficiaries	Enter # of LMI CDBG Beneficiaries	Enter # of Total CDBG Beneficiaries
03J	Sewer Line Replacement	5358 LF	83	184	241
03J	Sewer Hookups ¹⁰ (Beneficiaries calculated by Households)				
03J	Solid Waste Disposal				
03K	Street Improvements – New Paving ¹²				
03K	Street Improvements – Repaving ¹³				
03	Utility Hookups – Other (Beneficiaries calculated by Households)				
03J	Water Hookups ¹⁴ (Beneficiaries calculated by Households)				
03J	Water Lines, New – Potable ¹⁵				
03J	Water Line Replacement ⁹				
03J	New Water Tank/Well/Treatment Plant ⁶				
03J	Water Tank/Well/Treatment Plant Improvements ⁶				
03M	Child Care Center				
03P	Health Facility				

**Unaddressed Needs – Activities and Beneficiaries
 Table N-2b**

Census or survey data must be compiled to complete this and the remainder of the application forms.

A		B	C	D	E
Activity Number and Name		Enter # of Unaddressed CDBG Units	Enter # of VLI CDBG Beneficiaries	Enter # of LMI CDBG Beneficiaries	Enter # of Total CDBG Beneficiaries
01	Acquisition (in support of)				
03J	Fire Hydrants				
03J	Fire Protection				
03I	Flood and Drainage				
03I	Hazard Mitigation Activities				
14A	Housing Rehabilitation – Plumbing				
03F	Parks, Playgrounds				
03L	Pedestrian Malls/Sidewalks				
03E	Recreation/Neighborhood Center				
08	Relocation				
14E	Removal of Architectural Barriers				
03A	Senior Center				
03C	Temporary Shelters ¹¹				
03J	Sewage Treatment Plant				
03J	Sewer Lines & Components				

(Use the following units of measure in Column B: Barriers, Buildings, Homes, Hydrants, Lift Stations (LS), Linear Feet (LF), Plants, Sites, Tanks, Wells, and Units.)

Unaddressed Needs – Activities and Beneficiaries

Table N-2b (Continued)

A		B	C	D	E
Activity Number and Name		Enter # of Unaddressed CDBG Units	Enter # of VLI CDBG Beneficiaries	Enter # of LMI CDBG Beneficiaries	Enter # of Total CDBG Beneficiaries
03J	Sewer Line Replacement	0	0	0	0
03J	Sewer Hookups ¹⁰ (Beneficiaries calculated by Households)				
03J	Solid Waste Disposal				
03K	Street Improvements ¹²				
03K	Street Improvements – Repaving ¹³				
03	Utility Hookups – Other (Beneficiaries calculated by Households)				
03J	Water Hookups ¹⁴ (Beneficiaries calculated by Households)				
03J	Water Lines, New – Potable ¹⁵				
03J	Water Line Replacement ⁹				
03J	New Water Tank/Well Treatment Plant ⁶				
03J	Water Tank/Well/Treatment Plant Improvements ⁶				
03M	Child Care Center				
03P	Health Facility				

**Beneficiary Verification Summary by Service Area
 Table N-3**

A	B	C	D	E	F	G	H	I	J
Enter Service Area # / Benefit Survey Method*	Enter Activities to be Completed in Each Service Area (Use More than One Line for Multiple Activities)	Enter Total # of Households (HH in the Service Area (Universe-Col. H)	Enter Total # of Responses Required	Enter Total # of Households Responding to the Survey	Enter Total # of VLI Beneficiaries	Enter Total # of LMI Beneficiaries	Enter Total # of All Beneficiaries	Calculate Percent of VLI Benefit (F ÷ H)	Calculate Percent of LMI Benefit (G ÷ H)
3/B	Sewer Line Replacement	49	49	49	59	102	111	53.15%	91.89%
3A/B	Sewer Line Replacement	52	52	52	24	82	130	18.46%	63.08%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%

* A= Random Sample, B=Small Service Area, C=Census, D= Survey from previous application, not more than five years old, where the service area is identical to the one in the previously submitted application. If a random survey was conducted, include as an appendix a description of the methodology which describes the basis of the universe, the confidence interval selected, and the procedures used to contact the initial sample before surveying an alternate. The sample and alternates must be selected from a random number generator website (such as random.org) and a print out of those numbers included in the appendix.

Beneficiaries Scores — Table N-4

1.(a) Enter the total funds requested (total CDBG request)	\$650,000	1.(b) Enter the total number of grant unduplicated VLI beneficiaries:	83
1.(c) Enter the total number of grant unduplicated LMI beneficiaries:	184	1.(d) Enter the total number of grant unduplicated beneficiaries:	241
1.(e) Enter the total number of unduplicated LMI households:	77		

<p>a. VLI Beneficiary Impact Score: Calculate the Unduplicated VLI Beneficiary Percentage:</p> <p style="padding-left: 40px;">1.(b) divided by 1.(d) = <u>34.44%</u></p> <p>Based on the result, designate with an X the score that is appropriate.</p>	<p>Unduplicated VLI Beneficiary Percentage</p> <p style="text-align: center;">30.00% or More</p> <p style="text-align: center;">20.00% to 29.99%</p> <p style="text-align: center;">10.00% to 19.99%</p> <p style="text-align: center;">Less than 10.00%</p>	<p style="text-align: center;">Score</p> <p style="text-align: center;"><input checked="" type="checkbox"/> 30</p> <p style="text-align: center;"><input type="checkbox"/> 20</p> <p style="text-align: center;"><input type="checkbox"/> 10</p> <p style="text-align: center;"><input type="checkbox"/> 0</p>
<p>b. LMI Beneficiary Impact Score: Calculate the Unduplicated LMI Beneficiary Percentage:</p> <p style="padding-left: 40px;">1.(c) divided by 1.(d) = <u>76.35%</u></p> <p>Based on the result, designate with an X the score that is appropriate.</p>	<p>Unduplicated LMI Beneficiary Percentage</p> <p style="text-align: center;">70.00% and above</p> <p style="text-align: center;">66.00% to 69.99%</p> <p style="text-align: center;">61.00% to 65.99%</p> <p style="text-align: center;">56.00% to 60.99%</p> <p style="text-align: center;">51.01% to 55.99%</p>	<p style="text-align: center;">Score</p> <p style="text-align: center;"><input checked="" type="checkbox"/> 125</p> <p style="text-align: center;"><input type="checkbox"/> 110</p> <p style="text-align: center;"><input type="checkbox"/> 90</p> <p style="text-align: center;"><input type="checkbox"/> 70</p> <p style="text-align: center;"><input type="checkbox"/> 50</p>
<p>c. Average Cost per Unduplicated LMI Beneficiary Score: Calculate the Average Cost per Unduplicated LMI Beneficiary:</p> <p style="padding-left: 40px;">1.(a) divided by 1.(c) = <u>\$3,532.61</u></p> <p>Based on the result, designate with an X the score that is appropriate.</p>	<p>Cost per Unduplicated LMI Beneficiary</p> <p style="text-align: center;">\$11,000 or More</p> <p style="text-align: center;">\$10,000 to \$10,999</p> <p style="text-align: center;">\$9,000 to \$9,999</p> <p style="text-align: center;">Less than \$9,000</p>	<p style="text-align: center;">Score</p> <p style="text-align: center;"><input type="checkbox"/> 0</p> <p style="text-align: center;"><input type="checkbox"/> 10</p> <p style="text-align: center;"><input type="checkbox"/> 20</p> <p style="text-align: center;"><input checked="" type="checkbox"/> 30</p>
<p>d. Average Cost per Unduplicated LMI Household Score: Calculate the Average Cost per Unduplicated LMI Household:</p> <p style="padding-left: 40px;">1.(a) divided by 1.(e) = <u>\$8,441.56</u></p> <p>Based on the result, designate with an X the score that is appropriate.</p>	<p>Cost per Unduplicated LMI Household</p> <p style="text-align: center;">\$20,000 or More</p> <p style="text-align: center;">\$16,000 to \$19,999</p> <p style="text-align: center;">\$13,000 to \$15,999</p> <p style="text-align: center;">\$11,000 to \$12,999</p> <p style="text-align: center;">\$9,000 to \$10,999</p> <p style="text-align: center;">Less than \$9,000</p>	<p style="text-align: center;">Score</p> <p style="text-align: center;"><input type="checkbox"/> -100</p> <p style="text-align: center;"><input type="checkbox"/> -50</p> <p style="text-align: center;"><input type="checkbox"/> 20</p> <p style="text-align: center;"><input type="checkbox"/> 40</p> <p style="text-align: center;"><input type="checkbox"/> 60</p> <p style="text-align: center;"><input checked="" type="checkbox"/> 85</p>

Readiness to Proceed Score

If biddable construction plans and specifications for all “addressed need” activities have been completed, and permit applications for all infrastructure activities have been submitted to the applicable permitting agencies no later than application deadline, the applicant can claim 100 points. Otherwise, score zero points. The documentation listed below must be submitted with the application to receive the 100 points.

To receive the points, the following documentation must be included in Appendix G of the application when it is submitted to the Department:

- 1) A letter from the engineer or architect who prepared the construction plans and specifications to the chief elected officer of the applicant certifying the following:
 - that the signed, sealed and dated plans and specifications are complete,
 - that the bid documentation, including the plans and specifications, provided with the application contains all of the information that a contractor would need to bid on the project, except for the Davis-Bacon wage decision(s) and the CDBG Supplemental Conditions, and
 - that applications have been submitted for all permits that are required to begin construction on the infrastructure activities included in the application. (If the only permitting agency is the applicant local government, the engineer shall certify that the applicant is the only agency from which a permit is required. If no permits are required for the project, the engineer shall certify to that effect.)
- 2) A signed and sealed copy of the plans and specifications, plus all necessary bid documents, except for the Davis-Bacon wage decision(s) and the CDBG Supplemental Conditions;
- 3) Documentation that all required infrastructure permit applications were submitted to the appropriate agency(ies). (Receipts from UPS or the U.S. Postal Service, email or letter from permitting agency(ies) saying that the permit applications had been received.)

Readiness to Proceed Score: 100 (100 Points Maximum)

Health and Safety Score — Table N-5

Enter the appropriate Health and Safety Impact score. Documentation for points claimed must be included in Part 9, Appendix I. Scoring options are as follows:

Option A: A total of 50 points can be claimed if the local government can document all of the following:

- The proposed activity will be in one or more of the service areas. Activities outside a service area may only count for scoring pursuant to Chapter 73C-23, F.A.C., and
- The activity to be paid for with CDBG funds will correct the deficiencies specified in an existing enforcement action (administrative order, consent order, judicial proceeding or order by a state or federal agency). Activities conducted in lieu of fines do not qualify.

All CDBG-funded construction activities must meet the requirements of this option to claim the full 50 points.

Health and Safety Score — Table N-5 (Continued)

Option B: A total of 40 points can be claimed if the activity will provide first-time sewer or drinking water service to a service area, that a state or local agency says could have health and safety issues associated with septic tanks or other contamination sources. All CDBG-funded construction activities must meet the requirements of this option to claim the full 40 points.

Option C: A total of 25 points can be claimed if the local government can document all of the following:

- An activity proposed to be addressed with CDBG funds has been the subject of a Federal Emergency Management Agency (FEMA) Damage Survey Report (DSR) or Project Worksheet prepared for and submitted to FEMA for review and approval and was prepared at least 30 days but no more than 30 months before the application deadline, and
- The FEMA Damage Survey Report, Data Sheet or Project Worksheet was prepared in response to a federally declared natural disaster, declared before the application deadline. An engineer's written statement that the proposed CDBG activity will prevent the recurrence of the damage specified in the FEMA Damage Survey Report, Data Sheet or Project Worksheet must be provided.

All CDBG-funded construction activities must meet the requirements of this option to claim the full 25 points

Option D: A total of 30 points can be claimed if the local government can document all of the following:

1. An activity to be addressed with CDBG funds was cited, in writing, by a State or Federal Regulatory Agency, before the application deadline;
2. The citation states a violation of state or federal statutes, rules, or regulations that affect the health and/or safety of the local government's citizenry; and
3. The citation was issued to the local government and includes the following:
 - the statutory or regulatory basis for the citation,
 - a description or reference to the corrective action that the regulatory agency requires, and
 - if a specific citation form, document, or process exists by State Rule or Federal Regulation, that form, document or process must be used.

All CDBG-funded construction activities must meet the requirements of this option to claim the full 30 points.

This option shall be used for work required by a regulatory agency's inspection report that meets 1-3 above, but has not risen to the level of enforcement action described in Option A.

Option E: A portion of the 50, 40, 25 or 30 points can be claimed if the local government documents that some activities meet the above criteria. If this option is selected, use the formula to calculate proportional points.

- e. If CDBG funds will be expended for activities that meet the criteria for more than one option, points shall be prorated for each option and then totaled together, but the total score claimed shall not exceed 50 points.

Please note that CDBG funds cannot be used to pay fines or civil penalties related to enforcement actions. Also, Health and Safety points cannot be claimed for a project that is being undertaken in lieu of fines and penalties related to enforcement actions. Health and Safety Points cannot be claimed to address the same deficiency/citation that was used to obtain funding in a previous CDBG subgrant.

If Option E was selected, complete the following equation:								
Enter the cost of activities subject to A, B, C, or D		Enter the CDBG Project Cost (not including Engineering or Admin. Costs)		Enter the result (%) as a four digit decimal		Enter the Appropriate Multiplier (50, 40, 25 or 30)		Option E Score
\$	÷	\$	=		x		=	
Check the Health and Safety Score being claimed.		<input type="checkbox"/> Option A. (50 Points)	<input type="checkbox"/> Option B. (40 Points)	<input type="checkbox"/> Option C. (25 Points)	<input type="checkbox"/> Option D. (30 Points)	<input type="checkbox"/> Option E. (Prorated)	<input type="checkbox"/> N/A	

Enter the Health and Safety Score: 0
 (50 Points Maximum)

Calculating the Category Summary Score	
Scores	Type of Score
70	Total Activity Goal Score (from page 3)
30	+ Unduplicated VLI Beneficiary Percentage Score (from page 9)
125	+ Unduplicated LMI Beneficiary Percentage Score (from page 9)
30	+ Cost per Unduplicated LMI Beneficiary Score (from page 9)
85	+ Cost per Unduplicated LMI Household Score (from page 9)
100	+ Readiness to Proceed Score (from page 10)
0	+ Health and Safety Score (from page 12)
440	= Category Summary Score (505 Points Maximum)

Category Summary Score: 440
 (505 Points Maximum)

(Transfer this score to line 3e. in the NR column on the Application Scoring Summary page – Part 8, page 4.)

I, the undersigned chief elected official or authorized representative of the Applicant, certify that, to the best of my knowledge, this Florida Small Cities Community Development Block Grant Application for Funding was prepared in accordance with state and federal rules and regulations, contains information that is true and correct, and has been approved by the local governing body.

I also certify that the Applicant:

1. Has met all citizen participation requirements contained in Chapter 73C-23, Florida Administrative Code:
 - Following public notice, hearings were conducted by a member of the local governing body or a duly authorized employee;
 - The first public hearing was conducted to obtain citizen views about community development needs and potential uses of CDBG funding;
 - The notice for the second public hearing was published following the first public hearing. The notice included a summary of the activities that would be conducted with CDBG funds, the specific locations where those activities would take place, a line item budget, and the time and place where a copy of the draft application would be available for review; and
 - A second public hearing was conducted to obtain citizen comments on the CDBG application prior to submission.
2. Has properly conducted surveys of service areas to document LMI benefit, if applicable.
3. Will not attempt to recover, through special assessments, capital costs of public improvements funded in whole or in part with CDBG funds.
4. Will ensure that upon completion of housing structures addressed with CDBG funds, each housing structure will meet the local housing code.
5. Will administer the subgrant in conformity with the Civil Rights Act of 1964 and the Fair Housing Act.
6. Will affirmatively further fair housing and undertake one fair housing activity each quarter.
7. Has adopted or will adopt a Community Development Plan or has adopted the Local Comprehensive Plan as its Community Development Plan.
8. Will adopt an Anti-Displacement and Relocation Policy and will minimize the displacement of persons.
9. Has presented accurate information and has documentation on file and readily accessible to the Department of Economic Opportunity.
10. Has authorized the submission of this application by vote of the local governing body.
11. Will adopt a CDBG Procurement Policy that conforms to 24 CFR 85.36, Sections 255.0525 and 287.055, Florida Statutes, and Rule 73C-23.0051(3), Florida Administrative Code.
12. Has implemented a financial management system that complies with Section 218.33, Florida Statutes, and 24 CFR 85.20.

13. Will complete a self-evaluation of its facilities related to the Americans with Disabilities Act and adopt a Transition Plan, if applicable.
14. Will meet a National Objective for each funded activity other than administration and engineering prior to the administrative closeout of the subgrant.

Signature of Chief Elected Official or Designee
Signature: _____
Typed Name and Title: Eugene Fultz, Mayor
Date:
If signed by a person other than the chief elected official, a copy of the resolution authorizing the person to sign the application must be included in Appendix B.

Signature of Application Preparer if not an employee of the Local Government
Signature: _____
Typed Name and Title: Andy Easton, Grant Administrator
Name of Firm or Agency: Andy Easton & Associates

Failure of the Chief Elected Officer or designated person to properly sign the application by the deadline, or failure to include a copy of the ordinance or resolution of the governing body authorizing another individual to sign the application, will result in a 50-point penalty being assessed against the application that cannot be eliminated during the completeness process.

Application Scoring Summary

This form is the Applicant’s evaluation of the application score. Use the “scores” identified in the application to complete this form when you have finished filling out the application. Enter the scores or other information in the appropriate columns. When all of the scores have been transferred to this form, add the scores and enter the total.

Applicant Name: City of Lake Wales				(For DEO Use Only) Application Number: _____		
Enter Type of Application: <input type="checkbox"/> Commercial Revitalization <input type="checkbox"/> Economic Development <input type="checkbox"/> Housing Rehabilitation <input checked="" type="checkbox"/> Neighborhood Revitalization						
Title/Score	Part	Page	CR	ED	HR	NR
1. Community-Wide Needs Score (250 Points Maximum)						135.48
2. Outstanding Performance in Equal Employment Opportunity and Fair Housing (90 points maximum)						56.48
3. Program Impact:						
3a. Special Designation Score (20 Points Maximum)						0
3b. Grant History Score (100 Points Maximum)						0
3c. CATF Score (10 Points Maximum)						10
3d. Leverage (25 Points Maximum for CR, NR and HR) (125 Points Maximum for ED)						25
3e. Category Summary Score						440
3f. Total Program Impact Score (3a+3b+3c+3d+3e) (660 Points Maximum)						666.96
4. Total Application Score (1+2+3f) (1000 Points Maximum)						
Less Penalties Assessed (For DEO Use Only)						
Final Score (For DEO Use Only)						

Part 9 –Supporting Documentation

Place all supporting documentation in this section. Separate the documents with a titled tab or titled colored paper. Include only those appendices that are required for the application.

Appendix	Title
A	Maps (Required)
B	Local Governing Body's Resolutions for Signature Delegation and Application Submission (Required)
C	Comprehensive Plan Documents (Required)
D	Public Hearing/CATF Documentation (Required)
E	Leverage Documentation
F	Grant Application Preparation Cost Documentation
G	Readiness to Proceed Documentation
H	VLI/LMI Worksheets and Survey Documentation or Census Data and Maps
I	Documentation Related to Health and Safety Impact Score
J	Joint Agreements, Contingency Funding Documentation and/or Interlocal Agreements
K	Housing Assistance Plan (Required for all Housing Rehabilitation Applications)
L	Historic Preservation Documents
M	Special Designation Documentation
N	Documentation for Economic Development Applications
O	Documentation for Other Community Development Activities Score (Commercial Revitalization)
P	Documentation for Demolition of Vacant Dilapidated Structures (Commercial Revitalization)
Q	Local Government Minority Contracting and Fair Housing Score Documentation
R	