

CBDG-MIT Grant Monthly Progress Report (MPR)

Grant No. – Sub. Name:	MT047 – City of Lakeland	
Project Title:	Lake Bonnet Drainage Basin Flood Hazard and Debris Mitigation Project	
Funding Awarded:	\$42,986,390.00	
Agreement Period:	10/27/2022 – 10/26/2028	
Primary Points of Contact Information:	<p><i>Tequila James-Murray, Mitigation Team Lead/Grant Manager</i> <i>Phone #850-921-3182 / GM email: tequila.james@deo.myflorida.com</i> <i>DEO - Office of Long-Term Resiliency</i></p>	<p><i>Laurie Smith, Manager, Lakes & Stormwater</i> <i>Phone#863-834-6276 / Email: laurie.smith@lakelandgov.net</i> <i>Lana Braddy, Special Projects Coordinator, Lakes & Stormwater</i> <i>Phone#863-834-3327 /Email: lane.braddy@lakelandgov.net</i></p>

Activity Reporting Period: **APRIL 2023**

An update of this report shall be submitted to DEO ten (10) calendar days after the end of each month.

Section One – Financial Data:

	Amount	Funds used this period	Funds used to date	Balance Remaining
Leverage Funds (A)	.00	.00	.00	.00
CDBG-MIT Funds (B)	42,986,390.00	.00	.00	42,986,390.00
TOTAL Project Funds (A+B)	42,986,390.00	.00	.00	42,986,390.00

Section Two – Accomplishments within the Past Month:

4/4/2023 – The City began advertising the RFQ (2030-RFQ-020) for Professional Engineering and Environmental Consulting Services (CCNA).

4/6/2023 – The City submitted the April MPR and QPR to DEO and received approval for both on 4/13/2023. A copy of the proposed Project Schedule (from advertising to project kick-off).

4/12/2023 – The City submitted HUD Form 2516 (due 4/15/2023) to DEO Project Manager and received approval the same day.

4/13/2023 – The City submitted proposed Addendum 1 to the 2030-RFQ-020 to DEO Project Manager for review and approval.

4/14/2023 – City staff Lana Braddy began setting up the MT047 CDBG-MITIGATION public website, where all project documents will reside for access and transparency.

4/17/2023 – DEO project Manager approved Addendum 1 to the 2030-RFQ-020.

4/18/2023 – Mandatory Pre-Proposal Meeting and Site Visit. Addendum 1 was published via the City's OpenGov procurement site.

4/19/2023 – The City submitted proposed Addendum 2 to the 2030-RFQ-020 to DEO Project Manager for review and approval and received approval the same day.

4/20/2023 – Addendum 2 was published via the City's OpenGov procurement site.

4/25-27, 2023, City staff Laurie Smith (virtually) and Lana Braddy (in person) attended the CDBG-DR Problem Solving Clinic in Chicago.

Section Three – Issues or risks that have been faced with resolutions:

None.

Section Four – Projected activities to be completed within the following Month:

Qualification proposals resulting from 2030-RFQ-020 will be due on May 31, 2023. The City Selection Committee will publicly meet on June 13, 2023, to score and rank shortlisted firms. Following DEO's approval of the Shortlist, City staff will take the Shortlist, Proposed Contract to the Lakeland City Commission and seek authorization to begin Contract negotiations with the first-ranked firm.

Section Five – Required Submissions:

❖ **Attachment B - Project Budget**

- Has the Project Budget changed?
 - *If answered "Yes", please submit the **Revised Attachment B** for review and approval.*

Yes

No

❖ **Attachment C - Activity Work Plan**

- Has the Activity Work Plan/Project Timeline changed?
 - *If answered "Yes", please submit the **Revised Attachment C** for review and approval.*

Yes

No

❖ **Staffing Plan**

- Were there any Staffing changes?
 - *If answered "Yes", please submit the **Revised Staffing Plan** which will include the **Revised Org Chart and Updated names and Job descriptions.***

Yes

No

<p>❖ Equipment Transfer/Disposal</p> <ul style="list-style-type: none"> ➤ Were there Equipment Transferred/Disposed? <ul style="list-style-type: none"> ➤ <i>If answered "Yes", please request a copy of the Equipment Transfer/Disposal Form and disposition instructions from your grant Manager. Complete and submit the Equipment Transfer/Disposal form.</i> 	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>
<p><i>This report was prepared by:</i> Laurie Smith and Lana Braddy</p>	<p>Signature and date:</p>	