

**2.B. – Deliverable 1 – Program Implementation** The Recipient shall be reimbursed upon completion of a minimum of any one task or a percentage of completion of any one task at each individual site as listed: Site 1: Marianna Office Supply Bldg., Site 2: Art Factory Bldg., Site 3: McCoys Outdoors, Site 4: Oceanside Title, Site 5: Quality Care Services, Site 6: Chipola Engineering, Site 7: All2Gether Salon, Site 8: Top Notch Creations, Site 9: Public Facility Improvements to Market St., Site 10: Public Facility Improvements to Lafayette St., Site 11: Public Facility Improvements to St. Andrew St., Site 12: 4436 Lafayette St., Site 13: Regions Park. Billing will reflect percentage of task completed at date of invoice.

- General grant management to include but not be limited to: Paid application preparation costs, develop policies for the Recipient to adopt related to special conditions listed in this subgrant agreement, prepared list of minority and women business enterprise (MBE/WBE) firms that operate in the Recipient's area, prepared and submitted public notices for publication, conducted HUD-related Uniform Act Relocation Activities related to acquisition of properties, maintained financial records related to project activities on-site, conducted a Fair Housing Activity, attended prebid conference, bid opening or preconstruction meeting, reviewed contractor payrolls and interview employees to determine compliance with the Davis-Bacon Act, the Contract Work Hours and Safety Standards Act, and the Copeland "Anti-Kickback" Act, maintained client files, attended meetings of the Recipient's local governing body to provide progress reports on subgrant activities, prepared documentation for and attend on-site monitoring visits by DEO, prepared request for funds for submission by the Recipient's authorized employee, prepared subgrant modification documents for the Recipient to submit to DEO, prepared the Administrative Closeout Report for submission by the Recipient, prepare and submit detailed quarterly progress report, Section 3 or MBE/WBE report to DEO, responded to citizen complaints, prepared responses to monitoring findings and concerns for Recipient to submit to DEO or HUD, paid advertising costs of public notices and invitations to bid, paid permit fees, paid legal fees, paid invoices for environmental review activities other than advertising, paid CDBG portion of required audit, and submitted request for funds to DEO. Estimated cost \$275,801.00
- Conduct complete environmental review / assessment in accordance with 24 CFR Part 58. Estimated Cost \$45,000.00

**2.C. – Deliverable 2 – Engineering Services** The Recipient shall be reimbursed upon completion of a minimum of any one task or a percentage of completion (20%, 40%, 60%, 80%, 90%, 100%) of any one task at each individual site as listed: Site 1: Marianna Office Supply Bldg., Site 2: Art Factory Bldg., Site 3: McCoys Outdoors, Site 4: Oceanside Title, Site 5: Quality Care Services, Site 6: Chipola Engineering, Site 7: All2Gether Salon, Site 8: Top Notch Creations, Site 9: Public Facility Improvements to Market St., Site 10: Public Facility Improvements to Lafayette St., Site 11: Public Facility Improvements to St. Andrew St., Site 12: 4436 Lafayette St., Site 13: Regions Park. Billing will reflect percentage of task completed at date of invoice.

Marianna Hometown Revitalization Project – City of Marianna  
October 2021

- Engineer to provide Preliminary Engineering Services (provided a cost estimate of the project, assessed sites for the project.); Engineer to provide Basic Engineering Services (Developed the plan drawings for the project, developed the specifications for the project, developed the bid documents for the project, prepared permit applications, attended pre-bid/pre-construction conference, prepared change orders, reviewed construction bids and make recommendations to the Recipient); Engineer to provide Additional Engineering Services (conducted site surveys for construction, buildings, and other similar special surveys as may be required, such as route surveys, conducted laboratory tests, well test, borings, and specialized geological soils, hydraulic, or other studies recommended by the engineer, conducted property surveys, detailed description of sites, maps, drawings, or estimates related to them, conducted redesigns ordered by the owner after final plans have been accepted by the owner and the local government, except redesigns to reduce the project cost to within the funds available and projects which received “readiness to proceed” points or a planning and design grant, appeared before courts or boards on matters of litigation or hearings related to the project, conducted environmental assessments or environmental impact statements, performed detailed staking necessary for construction of the project in excess of the control staking, provided an operation and maintenance manual for a facility, conducted activities required to obtain state and federal regulatory agency construction permits, designed hookups, paid the cost of engineering specialties such as electrical, hydro-geological services, biologists, heating, ventilation and air conditioning (HVAC)). Estimated Cost \$390,158.00
- Resident Inspection (inspected construction activities or consistency with plans and specifications, reviewed construction invoices and certify costs). Estimated Cost \$132,519.00

2.D. – **Deliverable 3 – Construction** Following a draw for mobilization\*, the Recipient shall be reimbursed upon completion of a percentage of the construction contract(s) at each individual site. As evidence of percent completed, the Recipient shall provide AIA forms G702/G703 or similar DEO- approved industry-standard forms, signed by the contractor and certified by the engineer performing inspection services for the project, documenting the costs for which reimbursement is being requested, and noting overall percent completion of the project. Billing will reflect percentage of task completed at date of invoice.

\* Mobilization refers to a contractor’s mobilization of equipment, materials and barriers to the work site(s).

- Project shall be constructed in accordance with plans and specifications as approved by DEO for each of the following individual sites:
  - Site 1: Marianna Office Supply Bldg.: Project construction will include property acquisition, interior demolition, structural remediation, roofing, exterior doors, windows and entrances for all floors, hazardous material abatement if necessary, electrical service reconstruction, repainting of all exterior surfaces including repair to structural and decorative woodwork, and

Marianna Hometown Revitalization Project – City of Marianna  
October 2021

any other appurtenant work to meet current code requirements. Estimated Cost \$2,942,865.00

- Site 2: Art Factory Bldg.: The proposed work will include to interior reconstruction, electrical, roofing, façade, and other structural repairs. Estimated Cost \$158,000.00
- Site 3: McCoys Outdoors: The proposed work will include to interior reconstruction, electrical, roofing, façade, and other structural repairs to several storage buildings. Estimated Cost \$634,000.00
- Site 4: Oceanside Title: The proposed work will include interior reconstruction, electrical, roofing, façade, and other structural repairs. Estimated Cost \$327,000.00
- Site 5: Quality Care Services: The proposed work will include interior reconstruction, electrical, roofing, façade, and other structural repairs. Estimated Cost \$21,000.00
- Site 6: Chipola Engineering: The proposed work will include roofing and potential structural repairs. Estimated Cost \$90,000.00
- Site 7: All2Gether Salon: The proposed work will include roofing and potential structural repairs. Estimated Cost \$19,000
- Site 8: Top Notch Creations: The proposed work will include to interior reconstruction, electrical, roofing, façade, and other structural repairs. Estimated Cost \$45,000.00
- Site 9: Public Facility Improvements to Market St., Lafayette St., and St. Andrew St.: Improvements will include streetscape, sidewalks, public parking, lighting and other appurtenant needs associated with revitalizing this critical economic part of the City. Estimated Cost \$1,450,000.00
- Site 10: Regions Park: Proposed work will include the rehabilitation of the historic wall and repairs of damage at the park. Estimated Cost \$200,000.00
- Site 11: 4436 Lafayette St.: The proposed work will include the construction of a public open space. Estimated Cost \$55,000.00

2.E. – **Deliverable 4 – Demolition** Following a draw for mobilization\*, the Recipient shall be reimbursed upon completion of a percentage of the demolition contract(s) at each individual site. As evidence of percent completed, the Recipient shall provide AIA forms G702/G703 or similar DEO-approved industry-standard forms, signed by the contractor and certified by the engineer performing inspection services for the project, documenting the costs for which reimbursement is being requested, and noting overall percent completion of the project. Billing will reflect percentage of task completed at date of invoice.

\* Mobilization refers to a contractor's mobilization of equipment, materials and barriers to the work site(s).

- Demolition activity shall be completed in accordance with plans and specifications as approved by DEO for the following individual sites:
  - Site 1: 4436 Lafayette St.: Proposed work will include the demolition of the existing structure located at this site. Estimated Cost \$300,000.00

2.F. – **Deliverable 5 – Acquisition** The Recipient shall be reimbursed upon completion of a minimum of any one task or a percentage of completion of any one task at each individual site. Billing will reflect percentage of task completed at date of invoice.

- Acquisition activity will be completed in accordance with the Uniform Relocation Act and DEO guidelines for the below listed individual sites:
  - Site 1: 4423 Constitution Lane (Marianna Office Supply Building): Tasks include but are not limited to: all related public notices, letters, mailing costs related to Uniform Relocation Act (URA) activities with private property owner(s); legal activities including attorney document review costs related to Uniform Relocation Act (URA) activities with private property owner(s); Clerk of Court and filing fee costs related to Uniform Relocation Act (URA) activities with private property owner(s); required appraisal and review appraisal costs related Uniform Relocation Act (URA) activities with private property owner(s); payment of negotiated final property cost related to Uniform Relocation Act (URA) activities with private property owner(s). Estimated Cost \$265,000.00
  - Site 2: 4436 Lafayette Street: Tasks include but are not limited to: all related public notices, letters, mailing costs related to Uniform Relocation Act (URA) activities with private property owner(s); legal activities including attorney document review costs related to Uniform Relocation Act (URA) activities with private property owner(s); Clerk of Court and filing fee costs related to Uniform Relocation Act (URA) activities with private property owner(s); required appraisal and review appraisal costs related Uniform Relocation Act (URA) activities with private property owner(s); payment of negotiated final property cost related to Uniform Relocation Act (URA) activities with private property owner(s). Estimated Cost \$85,000.00
  - Site 3: Regions Park: Tasks include but are not limited to: all related public notices, letters, mailing costs related to Uniform Relocation Act (URA) activities with private property owner(s); legal activities including attorney document review costs related to Uniform Relocation Act (URA) activities with private property owner(s); Clerk of Court and filing fee costs related to Uniform Relocation Act (URA) activities with private property owner(s); required appraisal and review appraisal costs related Uniform Relocation Act

Marianna Hometown Revitalization Project – City of Marianna

October 2021

(URA) activities with private property owner(s); payment of negotiated final property cost related to Uniform Relocation Act (URA) activities with private property owner(s). Estimated Cost \$85,000