

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:	<i>Tequila James-Murray, Mitigation Team Lead/Grant Manager Phone #850-921-3182 / GM email: tequila.james@deo.myflorida.com DEO - Office of Long-Term Resiliency</i>		<i>Laurie Smith, Manager, Lakes & Stormwater Phone#863-834-6276 / Email: laurie.smith@lakelandgov.net Lana Braddy, Special Projects Coordinator, Lakes & Stormwater Phone#863-834-3327 /Email: ana.braddy@lakelandgov.net</i>	
Activity Reporting Period: JUNE 2023				
<i>An update of this report shall be submitted to DEO ten (10) calendar days after the end of each month.</i>				
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 <u>Past</u> Month:				

6/1/2023 – 6/16/2023 – Selection Committee reviewed RFQ Proposals for scoring and shortlisting.

6/8/2023 – City submitted May 2023 MPR to DEO.

6/19/2023 – City held Selection Committee Meeting for shortlist ranking of 2023-RFQ-020 and secured signed Evaluation Tabulation from Purchasing (for final Procurement Package). City drafted City Commission Agenda Memo and Professional Services Agreement seeking approval to begin contract negotiations on 7/3/2023.

6/20/2023 – City Purchasing issued Notice of Intent to Award (ranked by the Selection Committee).

6/23/2023 – City Purchasing receives Bidder Geosyntec’s Letter-Request for Reconsideration of City of Lakeland 2023-RFQ-020 Notification of Award. Geosyntec’s Letter is forwarded to City Attorney for Review. City pulls City Commission Agenda Memo from 7/3/2023 Agenda pending resolution by City Attorney.

6/29/2023 – City Purchasing issues a response to Bidder Geosyntec’s Letter. The Agenda Memo seeking approval of the Request to Negotiate Agreement for Professional Engineering and Environmental Consulting Services is rescheduled by the City for the July 17, 2023, City Commission Meeting.

6/30/2023 – City began modifying Attachment B-Project Budget and Attachment C-Activity Work Plan to submit following receipt of the Cost Proposal and proposed project timeline.

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

N/A

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

On July 17, 2023, the Lakeland City Commission is anticipated to approve the City’s Request to Negotiate Agreement for Professional Engineering and Environmental Consulting Services with the top-ranked shortlisted firm. Following approval, the City will request a cost proposal and begin contract negotiations with the top-ranked firm. The proposed final Agreement will be sent to DEO for review and approval before the Agreement is signed.

Section Five – Required Submissions:

<p>❖ Attachment B - Project Budget</p> <ul style="list-style-type: none">➤ Has the Project Budget changed?<ul style="list-style-type: none">➤ <i>If answered "Yes", please submit the Revised Attachment B for review and approval.</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p>❖ Attachment C - Activity Work Plan</p> <ul style="list-style-type: none">➤ Has the Activity Work Plan/Project Timeline changed?<ul style="list-style-type: none">➤ <i>If answered "Yes", please submit the Revised Attachment C for review and approval.</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p>❖ Staffing Plan</p> <ul style="list-style-type: none">➤ Were there any Staffing changes?<ul style="list-style-type: none">➤ <i>If answered "Yes", please submit the Revised Staffing Plan which will include the Revised Org Chart and Updated names and Job descriptions.</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

<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: <i>Lana R. Braddy 7.10.2023</i></p>	

