

CITY OF MARATHON, FLORIDA
RESOLUTION 2011-122 <

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, APPROVING GRANT MODIFICATION NUMBER 1 TO COMMUNITY DEVELOPMENT BLOCK GRANT 11DB-C5-11-54-02-H16 SMALL CITIES FUNDS 2010 HOUSING REHABILITATION CATEGORY TO UPDATE THE ACTIVITY WORK PLAN AND REFLECT A CHANGE IN THE ADMINISTERING AGENCY FROM THE DEPARTMENT OF COMMUNITY AFFAIRS TO THE DEPARTMENT OF ECONOMIC OPPORTUNITY, AUTHORIZING THE CITY MANAGER TO EXECUTE THE GRANT MODIFICATION ON BEHALF OF THE CITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Community Development Block Grant (“CDBG”) program is a competitive grant program that addresses critical housing and infrastructure needs of the elderly, disadvantaged, and low to moderate income populations; and

WHEREAS, on May 10, 2011, the City Council of the City of Marathon (“City”) approved Resolution 2011-32 approving a \$750,000.00 CDBG grant agreement for sewer connections (“Grant Agreement”); and

WHEREAS, the Department of Economic Opportunity (“DEO”), formerly the Department of Community Affairs (“DCA”), has requested a house keeping modification to the Grant Agreement to incorporate an updated activity work plan and reflect the administering agency name change from DCA to DEO.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, THAT:


Section 1. The above recitals are true and correct and incorporated herein.

Section 2. The Grant Agreement modification, a copy of which is attached hereto as Exhibit “A,” is hereby approved. The City Manager is authorized to execute the Grant Agreement modification on behalf of the City.

Section 3. This resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, THIS 13th DAY OF DECEMBER, 2011.

THE CITY OF MARATHON, FLORIDA



Pete Worthington, Mayor

AYES: Cinque, Keating, Ramsay, Snead, Worthington
NOES: None
ABSENT: None
ABSTAIN: None

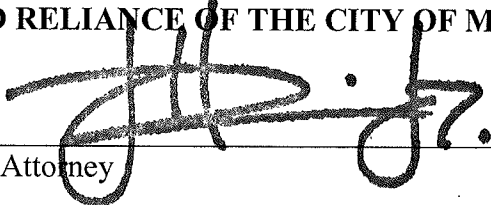
ATTEST:



Diane Clavier, City Clerk

(City Seal)

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE USE AND RELIANCE OF THE CITY OF MARATHON, FLORIDA ONLY:



City Attorney

Modification to Subgrant Agreement

10/1/2011

**MODIFICATION NUMBER 11DB-C5-11-54-02-H16 TO SUBGRANT AGREEMENT BETWEEN
THE DEPARTMENT OF ECONOMIC OPPORTUNITY AND
THE CITY OF MARATHON**

This Modification is made and entered into by and between the State of Florida, Department of Economic Opportunity, (“the Department”), and the City of Marathon, (“the Recipient”), to modify DEO/DCA Contract Number 11DB-C5-11-54-02-H16, award dated June 21,2011 (“the Agreement”).

WHEREAS, the Department and the Recipient entered into the Agreement, pursuant to which the Department provided a subgrant of \$750,000.00 to Recipient under the Small Cities Community Development Block Grant (“CDBG”) Program as set forth in the Agreement;

WHEREAS, the Department and the Recipient desire to modify the Agreement;

WHEREAS, pursuant to the provisions of Chapter 2011-142, Laws of Florida, the DCA Division of Housing and Community Development was transferred to the Department of Economic Opportunity effective October 1, 2011; and the parties wish to reflect the new name.

NOW, THEREFORE, in consideration of the mutual promises of the parties contained herein, the parties agree as follows:

Reinstate Agreement

1. The Agreement is hereby reinstated as though it had not expired.

Extend Agreement

2. Paragraph 3, Period of Agreement is hereby revised to reflect an ending date of (Type in date, if applicable).

Revise Activity Work Plan

3. The Attachment I, Activity Work Plan section of the Agreement is hereby deleted and is replaced by the revised Attachment I, Activity Work Plan section, which is attached hereto and incorporated herein by reference.

Revise Program Budget and Scope of Work

4. The Attachment A, Program Budget section of the Agreement is hereby deleted and is replaced by the revised Attachment A, the Program Budget, which is attached hereto and incorporated herein by reference.

3800

Modification to Subgrant Agreement

Modification Number: #1

DEO/DCA Contract Number: 11DB-C5-11-54-02-H16.

Recipient: City of Marathon

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Change in Participating Parties

5. The Attachment A, Program Budget section, is hereby modified to delete all references to “(Type in name, if applicable.)” as the Participating Party, and replace them with “(Type in name, if applicable.)” as the Participating Party with the understanding that the Recipient and the new Participating Party will enter into a Participating Party Agreement containing provisions and caveats that meet or exceed the conditions agreed to in the Participating Party Agreement between the Recipient and the original Participating Party.

Inclusion of an Unmet Need as Addressed in the Original Application

6. The Attachment A, Program Budget section of the Agreement is hereby deleted and is replaced by the revised Attachment A, the Program Budget, which is attached hereto and incorporated herein by reference.
7. The Attachment , Activity Work Plan section of the Agreement is hereby deleted and is replaced by the revised Attachment , Activity Work Plan section, which is attached hereto and incorporated herein by reference.

Change in Number of Accomplishments and/or Beneficiaries

8. The Attachment A, Program Budget section of the Agreement is hereby deleted and is replaced by the revised Attachment A, the Program Budget, which is attached hereto and incorporated herein by reference.

Reflect Change in Agency from DCA to DEO

9. This modification to the Subgrant Agreement hereby replaces “Department of Community Affairs” with “Department of Economic Opportunity” where appropriate in context.

Other: (Type in the reason for the modification.)

Modification to Subgrant Agreement

10/1/2011

Modification Number: #1

DEO/DCA Contract Number: 11DB-C5-11-54-02-H16

Recipient: City of Marathon

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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.

Department of Economic Opportunity

By: Ken Reecy

Name: Ken Reecy

Title: Assistant Director
Division of Community Development

Date: 12-22-11

Recipient: City of Marathon

By: Edward Peter Worthington

Name: Edward Peter Worthington

Title: Mayor

Date: December 16, 2011

Modification to Subgrant Agreement

Instructions for Completing the Modification to Subgrant Agreement Form.

1. Use the “Tab” key to move from one field to the next. “Shift Tab” lets you move backwards.
2. Type in the Modification Number in the three fields where it asks for the number.
3. Type in the Contract Number in the three fields where it asks for the number.
4. Type in the Local Government Name in the five fields where it asks for the Recipient.
5. Type in the Date and Subgrant Amount in the fields on the first page where it asks for the information.
6. Move the cursor to the appropriate box(es) to indicate the modification(s) being requested. Left “click” on the box and an “X” will appear, indicating that the section is being modified.
7. If the modification seeks to extend the end of the subgrant, type in the new date on the appropriate line.
8. If the modification makes changes to the “Participating Parties,” type in the names where indicated.
9. If the reason for the modification is not one of the seven common reasons, put an “X” in the check box before “Other” at the bottom of the second page and then tab to the form field and type in the reason.
10. On page 3, type in the name of the person signing the modification and the person’s title. **The date must be hand written.** (*The person signing the modification must have signature authority.*)
11. Submit three originals of the modification along with the required supporting documentation.

ATTACHMENT I – Activity Work Plan

11/1/2011

Recipient: City of Marathon, Florida

Date Prepared: 11/21/11

Contract Number: 11DB-C5-11-54-02-H16

Project Budget: \$750,000.00

Date Start (month/year)	Date End (month/year)	Describe Proposed Action to be completed by the "Date End."	# Units to be completed by "Date End"	Proposed \$\$ to be Requested by "Date End"	Proposed Administration \$ to be Requested by "Date End"
6/11	11/11	Full execution of contract documents, initiate Environmental Review Process, publish public notices for project review periods, receive Release of Funds. File quarterly reports.			
8/11	12/11	Solicit Applications, conduct income certification, approve files; solicit pool of qualified contractors to participate in program. Prepare Work Write-Ups/Bid Documentation. Submit Request for Funds, file quarterly and other required reports..			22,000.00
10/11	2/12	Solicit Bids from selected contractors. Award Bids/Execute Contracts/Begin Construction. Submit Request for Funds, file Quarterly and other required reports.	5	10,000.00	15,000.00
12/11	4/12	Solicit Applications, conduct income certification, approve files; continue to solicit pool of qualified contractors to participate in program. Prepare Work Write-Ups/Bid Documentation. Award Bids/ Execute Contracts/Begin Construction/Submit Contractor Pay Requests. File Request for Funds and Quarterly Reports.			
2/11	6/12	Continue application process/ approve/ solicit bids/award contracts/begin construction/submit contractor pay requests. Submit Request for Funds and file quarterly and other required reports.	10	115,000.00	25,000.00
4/12	8/12	Solicit Applications/conduct income verification process/ approve files/ solicit bids. Continue construction/process contractors' pay requests. Submit Request for Funds, file quarterly and other required reports.			
6/12	10/12	Continue construction/process contractor pay requests. Submit Request for Funds, file quarterly and other required reports.			
8/12	12/12	Solicit Applications/conduct income verification process/ approve files/ solicit bids/award contracts. Continue construction/process contractors' pay requests. Submit Request for Funds, file quarterly and other required reports.	15	175,000.00	30,000.00
10/12	2/13	Ongoing program implementation. Continue to solicit bids, award contracts. Submit Request for Funds, file quarterly and other required reports.			
12/12	4/13	Continue construction/process contractor pay requests. Submit Request for Funds, file quarterly and other required reports.	20	337,500.00	13,000.00
3/13	5/13	Finalize Contractor Payments/Begin Preliminary Close-Out Documentation.			7,500
5/13	6/13	Submit Administrative Close-Out			

Note: More than one activity may be included per form.