



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

MEMORANDUM

EXECUTIVE SUMMARY

TO: Greg Veliz, City Manager
Patti McLaughlin, Assistant City Manager

CC: Steve McAlearney, Engineering Director
Mark Finigan, Chief Financial Officer

FROM: Carolyn Sheldon, Senior Grants Administrator

DATE: August 12, 2020

RE: Approving the attached "Federally-Funded Subaward and Grant Agreement" for FEMA Hazard Mitigation Grant Program (HMGP) funds for Project Number 4337-441-R / Agreement Number H0505 Fire Station #1 Wind Retrofit Project in the amount of \$66,411.75 Federal / \$22,137.25 City Match (FAIN: FEMA-DR-4337-FL). Authorizing the City Manager to approve and execute the subaward and grant agreement and related documents; Authorizing the City Manager to approve and execute subsequent amendments to this grant agreement which may adjust to increase grant funding allocations to the City or modify the project scope; and authorizing necessary budget amendments and transfers to accept the funding.

ACTION STATEMENT:

This resolution will approve the attached "Federally-Funded Subaward and Grant Agreement" for FEMA Hazard Mitigation Grant Program (HMGP) funds in the amount of \$66,411.75 Federal / \$22,137.25 City Match, Total Project Cost of \$88,549.00 for Project Number 4337-441-R / Agreement Number H0505 Fire Station #1 Wind Retrofit Project (FAIN: FEMA-DR-4337-FL) pass-through administered by the State of Florida Division of Emergency Management (FDEM). The City Manager will be authorized to approve and execute the subaward and grant agreement and related documents; approve and execute subsequent amendments to this grant agreement which may adjust to increase grant funding allocations to the City or modify the project scope; and authorize necessary budget amendments and transfers to accept the funding.

BACKGROUND:

Hurricane Irma made landfall in Key West and Monroe County, Florida on September 10, 2017. By February 2, 2018, FDEM announced the availability of HMGP funds as a result of the Presidential Disaster Declaration for Hurricane Irma (FEMA 4337-DR-FL). At that time, the amount available to Monroe County was estimated to be \$89 million. Applications for this funding were due August 6, 2018. Through a coordinated effort led by Monroe County to meet this deadline, the City (along with

Key to the Caribbean – Average yearly temperature 77° F.

other local government agencies, public entities and nonprofits in the County) had the opportunity to submit projects to be included in Monroe County's Local Mitigation Strategy (LMS) and to be ranked by the LMS team to determine priority projects for the funding. Resolution 18-205 approved by the City Commission on July 3, 2018 authorized the City Manager to apply for FEMA HMGP funding and included a list of 13 projects identified by the City and their LMS priority ranking, with the Fire Station #1 Wind Retrofit project ranked at Number 22.

PURPOSE AND JUSTIFICATION:

By March 30, 2020 the Fire Station #1 Wind Retrofit project was approved for FEMA HMGP funding and an agreement delivered to the City on August 5, 2020 for execution. The agreement for funding is for the construction/installation of the retrofit project to include replacement of 20 existing subpar windows on the existing Fire Station #1 with 180 mph rated "impact" windows. Replacement includes contractor removal and disposal of existing windows. Contractor will be required to provide and install new windows including watertight code compliant sealing.

FINANCIAL IMPACT:

With the approval of the Project No. 4337-441-R / Agreement No. H0505, the City will receive up to a maximum reimbursement amount of \$66,411.75 for construction/installation of the Fire Station #1 Wind Retrofit Project to be budgeted in Revenue Account 1010000 3315001 (Infrastructure Surtax / Revenue / FEMA Grant). Grant eligible construction/installation costs to be budgeted in Expense Account 1012201 5226200 (Infrastructure Surtax / Fire Department / Buildings).

Matching funds of \$22,137.25 are required at a cost share of 75% Federal / 25% City Match.

RECOMMENDATION:

Staff recommends that the City Commission approve the attached "Federally-Funded Subaward and Grant Agreement" for FEMA Hazard Mitigation Grant Program (HMGP) funds for the Fire Station #1 Wind Retrofit Project.