



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: October 23, 2020

RE: **Approving the attached “Federally-Funded Subaward and Grant Agreement” for FEMA Hazard Mitigation Grant Program (HMGP) funds for Project Number 4337-492-R / Agreement Number H0558 Critical Facilities Generators Project in the amount of \$107,316.75 Federal / \$35,772.25 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 \$107,316.75 Federal / \$35,772.25 City Match, Total Project Cost of \$143,089.00 for Project Number 4337-492-R / Agreement Number H0558 Critical Facilities Generators 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 Critical Facilities Generators project ranked at Number 19.

PURPOSE AND JUSTIFICATION:

By August 28, 2020 the Critical Facilities Generators project was approved for FEMA HMGP funding and an agreement delivered to the City on October 21, 2020 for execution. The agreement for funding is for the purchase and installation of an emergency generator system to reduce and/or mitigate the damage that might otherwise occur from severe weather or other hazards. The project locations and proposed work include:

<u>Location</u>	<u>Proposed Work</u>
Fire Station 1	Upgrade the automatic transfer switch and tank
Public Works	Purchase and install a 120kW (or adequate size) generator
Fire Station 2	Upgrade the automatic transfer switch and engine controller
Transit Facility	Implement upgrades to the existing generator

FINANCIAL IMPACT:

With the approval of the Project No. 4337-492-R / Agreement No. H0558, the City will receive up to a maximum reimbursement amount of \$107,316.75 to provide backup power to one critical facility and provide upgrades to existing electrical components to three other critical facilities included in the Critical Facilities Generators Project to be budgeted in the appropriate FEMA Grant revenue accounts. Grant eligible costs to be budgeted in the appropriate expense accounts.

Matching funds of \$35,772.25 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 Critical Facilities Generators Project.