

**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GRANT WORK PLAN
DEP AGREEMENT NO.: R2104**

ATTACHMENT 3

I. TITLE PAGE

1. PROJECT TITLE: Community Resilience Planning

2. GRANTEE Contact Information:

Organization Name: St. Johns County, Florida

Name of Authorized Signer: Hunter S. Conrad

Title: St. Johns County Administrator

Address: 500 San Sebastian View, St. Augustine

County: St. Johns County

Zip Code: 32084

Area Code and Telephone Number: 904/ 209-0530

E-mail Address: hconrad@sjcfl.us

3. GRANT MANAGER Contact Information:

Organization Name: St. Johns County

Name: Jan P. Brewer

Title: Environmental Division Manager

Address: 4040 Lewis Speedway, St. Augustine

County: St. Johns County

Zip Code: 32084

Area Code and Telephone Number: 904/209-0617

E-mail Address: jbrewer@sjcfl.us

4. FISCAL AGENT Contact Information:

Organization Name: St. Johns County

Name: Dania Borrero

Title: Accountant

Address: 4010 Lewis Speedway, St. Augustine

County: St. Johns

Zip Code: 32084

Area Code and Telephone Number: 904/819-3600 ext. 4546

E-mail Address: dborrero@sjcfl.us

5. FEID No. (a.k.a. Tax ID#): 59-6000825 Seq No. 057

6. WORK PERFORMED BY: (Select only one)

 Grantee ONLY
 X Subcontractor ONLY
 BOTH the Grantee & Sub-Contractor
 To Be Determined

7. SUBCONTRACTORS CONTACT INFORMATION:

Organization Name: UF/IFAS Program for Resource Efficient Communities

Name: Pierce Jones, PhD

Title: Professor & Director, Program for Resource Efficient Communities

Address: University of Florida, PO Box 110940, Gainesville

County: Alachua

Zip Code: 32611

Area Code and Telephone Number: 352.392.5684

E-mail Address: piercejones@ufl.edu

8. PROJECT LOCATION:

The Project Area is the Coastal North Beach of St. Johns County from South Ponte Vedra Beach to Porpoise Point on the north shore of the St. Augustine Inlet.

A. List of County(ies): St. Johns County

B. List of County(ies)/Town(s)/Village(s): St. Johns County, South Ponte Vedra Beach / Vilano Beach

C. State Lands Lease Agreement Number(s): N/A

Provide lease agreement number(s) for any work that will be performed on State Lands. If work will not be on any state lands, please indicate N/A.



Figure 1 Project Area

II. WORK PLAN

9. **PROJECT SUMMARY:** The Project Team proposes to conduct a community/neighborhood-scale vulnerability analysis for the North Beach Project Area in St. Johns County. This analysis will utilize data from locally relevant sea-level rise (SLR), frequent or “nuisance” flooding, projected storm surge areas, and, the FEMA-identified 100- and 500-year Special Flood Hazard Area (SFHA) coastal flood zones. Supplemental data layers will include vulnerable population location and demographics, available land use, building characteristics, stormwater and other public infrastructure. Potential strategies to address and mitigate the identified flood hazard vulnerabilities and enhance community resiliency, will be summarized and presented for public review and comment at County-sponsored workshops.

By including the marsh area along the Intracoastal Waterway, and evaluating social vulnerability, this Project builds on, and expands the focus of a 2017 coastal storm risk management project undertaken by the Jacksonville District of the U.S. Army Corps of Engineers. That effort focused on the effects of ocean shoreline erosion on habitat, infrastructure, recreation, and storm mitigation.

10. **PROJECT DESCRIPTION:** The Project Team will identify areas and populations vulnerable to coastal flooding based on current and projected inundation hazards, using a location-specific, web-based, mapping and decision-support tool created by the University of Florida (UF). This tool combines the granularity of parcel-level property and building data with high resolution SLR, storm surge, flood zone projections, and social vulnerability data. In addition, publicly-available infrastructure, land use, zoning, and other locally-relevant geo-spatial data will be incorporated to facilitate a complex analysis.

Potential mitigation strategies and policies will be developed to address the identified hazards, consistent with the St. Johns County Comprehensive Plan policies under Objective E.1.3 (Post Disaster Planning, Coastal Area Redevelopment, Sea Level Rise, Peril of Flood, and Hurricane Preparedness) of the Coastal/Conservation Element. These strategies will be summarized and presented for public review and comment at County-sponsored stakeholders’ workshops.

11. **PROJECT NEED AND BENEFIT:**

- A. **Explain the demonstrated need, which the project addresses.** All coastal areas in Florida are vulnerable to extreme weather, SLR, and storm-driven natural hazards. St. Johns County is no exception. This Project will provide potential strategies and supporting data and analysis for County staff and stakeholders to evaluate, discuss, and adopt prospective policies and programs to enhance community resiliency in the face of changing climatic conditions.

The Project Area has increasingly experienced coastal flooding, erosion of Atlantic Ocean beaches, infrastructure impacts, and private property damages. To effectively assist this community in planning for a climate-resilient future requires a comprehensive assessment of flood hazard vulnerabilities. In addition, this Project will provide a template that other communities can employ to evaluate flood hazard vulnerabilities elsewhere in the County and the North Florida Region.

- B. **Explain how the proposed project meets the purpose of one or more of the Goals and Priorities for FRCP.** This Project meets identified requirements in Priority 3, by conducting a vulnerability assessment of the North Beach Project area and developing potential strategies to address identified vulnerabilities. In addition, this Project prepares the County for future efforts to address aspects of Priority 2 by identifying possible Adaptation Action Areas, and Priority 4 by providing strategies and supporting information to foster public education and build public support for resiliency activities through sponsored workshops and outreach activities.

- C. **Discuss how the project is feasible and can be completed by the grant period deadline.** The Project Team—a collaboration among County staff and University of Florida faculty and

researchers—makes this a very practical and achievable Project. UF has experience and familiarity with relevant data, mapping tools, and a history of facilitating stakeholder engagement and advocacy. The Project Team has sufficient support capacity to initiate and complete the proposed Project during the proposed Grant period.

- D. Explain how this project is addressing social vulnerability or vulnerability of historic resources or stormwater management systems.** The decision-support tool includes a social vulnerability index (SVI) data layer containing information and analysis of Census tract-based socioeconomic characteristics of vulnerable populations. This study provides an opportunity to evaluate social vulnerability and existing data on stormwater management systems at the community or neighborhood scale as a subset of the Census tract level analysis. This will more accurately reflect the degree and location of social vulnerabilities throughout the area of interest. In addition, the methodology serves as a template to apply to other coastal areas within the County and the North Florida Region.

12. DESCRIPTION OF PROJECT OUTCOMES:

Anticipated outcomes include:

- Community refresher on Comprehensive Plan and Peril of Flood legislation and opportunities.
- Parcel-level analysis of housing and flood hazard vulnerabilities within the study area; development of potential strategies to address and mitigate vulnerabilities, and enhance resiliency, including both policy recommendations and potential Adaptation Action Areas.
- Workshops to present identified vulnerabilities, possible strategies, and potential Adaptation Action Areas to foster public participation and gather comments and reactions.
- Final Report; template for vulnerability assessments in other areas of St. Johns County and the North Florida Region.

- 13. BUDGET SUMMARY:** Allowable budget categories and form of payment with the costs for this project are listed in the table below.

BUDGET SUMMARY BREAKDOWN

Budget Categories	Payment	Task 1	Task 2	Task 3	Task 4	Grant Amount Awarded
Salaries & Fringe	Fixed Price	\$0	\$0	\$0	\$0	\$0
Contractual Services	Fixed Price	\$14,000	\$19,000	\$17,000	\$20,000	\$70,000
GRANT AGREEMENT TOTAL		\$14,000	\$19,000	\$17,000	\$20,000	\$70,000

- A. Describe how the project costs was determined:** Contractor estimates of Project Team time needed to complete tasks.
- B. Contractual Services Selection*:** Upon a selected Sub-Contractor(s) (if applicable), the Grantee will Provide a signed certification statement giving a description of the procurement process that was utilized for the selection of the sub-contractors. The description must include:
- a. What procurement process was utilized
 - b. Justification as to how & why you made your final selection.
 - c. For competitively obtained Sub-Contractor also include:
 - i. A list of all entities that you received bids/quotes from,
 - ii. Names and addresses of those entities that provided bids/quotes,
 - iii. Actual amounts of the bids/quotes that were submitted.

- 14. PROJECT TIMELINE:** All tasks are to be completed and submitted no later than the task/deliverable due date listed in the table below. Requests for any change must be submitted prior to the current task/deliverable due date listed in the project timeline. Requests are to be sent via separate email to the Department's Grant Manager, with the details of the request being made and the reason for the request.

PROJECT TIMELINE

Task No.	Task Title	Deliverable Due Date	Task Amount
1	Vulnerability Assessment	11/30/2020	\$14,000
2	Develop Potential Policy Language and Strategies	01/31/2021	\$19,000
3	Assessment Presentation Workshops	03/19/2021	\$17,000
4	Final Project Evaluation and Report	04/23/2021	\$20,000
Total			\$70,000

15. PERFORMANCE MEASURE: The Grantee will submit all deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the Task/Deliverable Due Date listed in the Project Timeline. The Department's Grant Manager will review the task/deliverables to verify that they meet the specifications in the Grant Work Plan and this task description, to include any work being performed by any sub-contractor(s). Upon review and written acceptance by the Department's Grant Manager of all deliverables under this task, the Grantee may proceed with payment request submittal.

16. CONSEQUENCES FOR NON-PERFORMANCE: The Department will reduce each Task Funding Amount by 5% for every day that the task/deliverable(s) is not received on the specified due date in the most recent Project Timeline, for the Agreement. Should a Change Order or Amendment be requested on the date of or after the most current task/deliverable due date, the 5% reduction of that Task Funding Amount will be imposed until the date of the requested change is received, via email by the Department.

17. PAYMENT REQUEST SCHEDULE: Grantee may submit a request for the Task Funding Amount to be paid using the Exhibit C, after all deliverables for that task have been approved by the Department. Request(s) for payment must include the Exhibit A showing 100% completion of that task and must be submitted within 45 days of the task/deliverable due date. Please refer to the [website Grants page](#) for "How to Request Payment", and "Checklist for Requesting Payment"

Or

Grantee may submit one request for the Grant Amount Awarded, by using the Exhibit C, after the project is 100% completed. The request for the Grant Amount Awarded, must include an Exhibit A showing 100% completion for all tasks, and must be submitted within 45 days of the last task/deliverable due date.

18. FUNDING SOURCE: Grantee agrees to include on all publications, printed reports, audiovisuals (including videos, slides, and websites except that unless required under special terms of this Agreement, this requirement does not apply to audiovisuals produced as research instruments or for documenting experimentation or findings and which are not intended for presentation to the general public) or similar materials must include the DEP logo (which can be found on the Department's website at <https://floridadep.gov/resilience> or by contacting the Department's Grant Manager for a copy) and the following statement on, the following language.

"This work was funded in part through a grant agreement from the Florida Department of Environmental Protection, Florida Resilient Coastlines Program, by a grant provided by the Office of Resilience and Coastal Protection. The views, statements, findings, conclusions and recommendations expressed herein are those of the author(s) and do not necessarily reflect the views of the State of Florida or any of its subagencies."

The next printed line shall identify the month and year of the publication.

III. TASKS & DELIVERABLES

Task #1

- A. Title:** Vulnerability Assessment
- B. Goal:** Identify, characterize, and delineate places and populations vulnerable to flood hazards from extreme weather events and SLR within the Project Area.
- C. Description:** The Project Team will hold a kick-off meeting to prepare an initial public outreach workshop to review the primacy of the Comprehensive Plan, Florida Statutory requirements, and drivers of responsibility to implement and advance the “Peril of Flood” provisions of F.S. Ch. 163. The Project Team will compile and analyze parcel data (e.g., geography, relevant structure, and value attributes), inundation/hazard data (e.g., SLR, storm surge, flood zones, and flooded lands), social vulnerability index (SVI), and publicly available infrastructure data, along with locally relevant County data layers.
- D. Deliverable(s):** The Grantee will submit all deliverables for each task via **one pdf document** to the Department’s Grant Manager on or before the Task/Deliverable Due Date listed in the Project Timeline.
 - 1) Initial kick-off meeting sign-in sheets, indicating location, date and time of meeting.
 - 2) Agenda and any presentation(s) from the meeting.
 - 3) Brief summary report from the meeting including:
 - a. results from parcel-level inundation analysis of vulnerable housing, infrastructure, places, and populations, and
 - b. Data and analysis-driven visualizations and mapping products to support potential policies to address and mitigate vulnerabilities, and enhance resiliency
 - 4) Report summarizing the compilation and analysis of parcel data, inundation/hazard data, social vulnerability index, publicly available infrastructure data, and locally relevant County data.

Task #2

- A. Title:** Develop Potential Policy Language and Strategies
- B. Goal:** Develop potential policy language and strategies to address and mitigate flooding vulnerabilities and identify potential Adaptation Action Areas to enhance community resiliency.
- C. Description:** The Project Team will use the results of the vulnerability analysis, existing studies, supporting data, and County data layers to identify potential strategies and Adaptation Action Areas to address and mitigate identified vulnerabilities, and rank these locations and strategies for feasibility.
- D. Deliverable(s):** The Grantee will submit all deliverables for each task via **one pdf document** to the Department’s Grant Manager on or before the Task/Deliverable Due Date listed in the Project Timeline.
 - 1) Summary document of potential Adaptation Action Area maps and policy language, and vulnerability strategies.
 - 2) Roadmap for effective presentation and discussion of potential strategies and Adaptation Action Area to foster public engagement with resiliency issues.

Task #3

- A. Title:** Assessment Presentation Workshops
- B. Goal:** To engage and inform stakeholders about Project identified flood hazard risks and vulnerability issues, policy considerations, potential mitigation strategies, and community resilience strategies.
- C. Description:** The Project Team will organize no fewer than two or three (2 or 3) local workshops, depending on logistics and scheduling, to present the results of the vulnerability assessment and suggested strategies for mitigation, engage public and stakeholders in resiliency considerations, and gather feedback to inform the Final Report.
- D. Deliverable(s):** The Grantee will submit all deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the Task/Deliverable Due Date listed in the Project Timeline.
 - 1) Copies of all workshop announcements/advertisements
 - 2) Agendas and sign-in sheets from each workshop, indicating location, date, and time of workshop/meeting
 - 3) Presentation materials from each workshop/meeting
 - 4) Brief summary report from each workshop/meeting, including attendee feedback and workshop outcomes
 - 5) Any materials created at each workshop/meeting (as applicable)

Task #4

- A. Title:** Final Project Evaluation and Report
- B. Goal:** Summarize the findings of the flood hazard vulnerability analysis, and the outcomes of the community engagement process, identifying community resilience challenges, suggesting draft policy language, identifying potential Adaptation Action Areas and mitigation strategies.
- C. Description:** The Project Team will produce a Final Report, including a final Project assessment detailing: Project activities, processes, stakeholder feedback, lessons learned, and Project recommendations.
- D. Deliverable(s):** The Grantee will submit all deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the Task/Deliverable Due Date listed in the Project Timeline.
 - 1) Final Resilience Planning Project Report detailing: project activities, processes, stakeholder feedback, lessons learned, and project recommendations.