

**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GRANT WORK PLAN
DEP AGREEMENT NO.: R2134**

ATTACHMENT 3

I. TITLE PAGE

1. PROJECT TITLE: Resiliency Plan Phase II

2. GRANTEE Contact Information:

Organization Name: City of Oldsmar

Name of Authorized Signer: Alan S. Braithwaite

Title: City Manager

Address: 100 State St. W

City: Oldsmar

Zip Code: 34677

Area Code and Telephone Number: 813-749-1102

E-mail Address: ABraithwaite@myOldsmar.com

3. GRANT MANAGER Contact Information:

Organization Name: City of Oldsmar

Name: Ashlee Painter

Title: Sustainability Coordinator

Address: 100 State St. W

City: Oldsmar

Zip Code: 34677

Area Code and Telephone Number: 813-749-1135

E-mail Address: APainter@myOldsmar.com

4. FISCAL AGENT Contact Information:

Organization Name: City of Oldsmar

Name: John Dauphinais

Title: Management Analyst

Address: 100 State St. W

City: Oldsmar

Zip Code: 34677

Area Code and Telephone Number: 813-749-1107

E-mail Address: JDauphinais@myOldsmar.com

5. FEID No. (a.k.a. Tax ID#): 59-6033471 Seq No. 007

6. WORK PERFORMED BY: (Select only one)

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

7. SUBCONTRACTORS CONTACT INFORMATION: *(If applicable & known)*

Organization Name: WSP USA, Inc.
Name: Dave Wiley
Title: Principal Hydrogeologist; Principal in Charge
Address: 2202 North Westshore Blvd., Suite 300
City: Tampa
Zip Code: 33607
Area Code and Telephone Number: 813-968-5882
E-mail Address: david.wiley@wsp.com

8. PROJECT LOCATION:

A. List of County(ies): Pinellas

B. List of City(ies)/Town(s)/Village(s): City of Oldsmar

C. State Lands Lease Agreement Number(s): NA

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.

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II. WORK PLAN

9. **PROJECT SUMMARY:** The City of Oldsmar Resiliency Plan Phase II will deepen the understanding of local climate risks, identify opportunities to prepare for those changes, inform the public about risks and adaptation opportunities, and build the capacity of the City to include climate data in decision making. This project will produce a robust Climate Resiliency Plan, an update to the City's Community Rating System report, and a draft update to bring Oldsmar's comprehensive plan into compliance with the 2015 Peril of Flood statute.
10. **PROJECT DESCRIPTION:** This project is Phase II of a two-phase project that will result in Oldsmar's Resiliency Plan, an update to our Community Rating System (CRS) report, and a draft update to comply with the 2015 Peril of Flood statute. The project scope will include four elements as follows: (1) prioritize vulnerabilities assessed in Phase I, (2) develop adaptation strategies, (3) create a Resiliency Plan, and (4) update CRS report and comprehensive plan.

Phase II will begin by hosting community forums to discuss the results from the Phase I resiliency assessment and to gain citizen feedback on each sector's priorities. The information derived from Phase I will be used to rank the sensitivity and adaptive capacity of each component. Vulnerabilities to be addressed will be risk-assessed based on specific evaluation criteria that incorporates the City's specific concerns and values. They will be prioritized based on economic, health and safety, cultural and historical, and ecological factors as well as the likelihood the climate impact will occur. The ranking and prioritization will be determined through feedback from community forums, City Council priorities, and the internal City working group's recommendations.

The final prioritization list will be utilized to develop adaptation strategies. These strategies will be established through research of regional, state-wide, national and even global adaptation options and best practices for the greatest vulnerabilities. City staff and the public may also submit adaptation option ideas to address vulnerabilities.

This information will be compiled into a plan that will include information from the vulnerability assessment and adaptation strategy analysis that will include (1) an outline of City vulnerabilities and priorities, (2) an analysis of adaptation options, including risks and costs, and (3) recommended public outreach activities to support the plan and ensure the community is better equipped to adapt to climate change and extreme weather. The Resiliency Plan will be used to help determine and prioritize capital improvement projects within the City providing an actionable plan to prepare Oldsmar for extreme weather events.

The final task of Phase II will be to use the Vulnerability Assessment and Resiliency Plan to update the Coastal Management portion of the comprehensive plan and update the CRS report. The City working group will collaborate with Planning and Redevelopment to create a comprehensive draft that will comply with the 2015 Peril of Flood statute (Sec. 163.3178(2)(f) F.S). Additionally, the information gained will be used to update to the CRS report to help increase the City's credits. This will help maintain the City's CRS discount and reduced flood insurance rates for our citizens and potentially increase the discount in the future

11. **PROJECT NEED AND BENEFIT:**

- A. **Explain the demonstrated need, which the project addresses.** The City of Oldsmar is a coastal community with an average elevation of 9 ft with 80 % of the City located within a flood zone as demonstrated by the updated 2019 preliminary FEMA maps. This makes Oldsmar especially vulnerable to extreme weather, sea level rise, and storm surge. Additionally, Oldsmar's naturally occurring high water table and flat topography increase the likelihood of flooding during everyday rain

events. Conducting a vulnerability assessment will allow us to better understand and address the highest priority areas within the City.

- B. Explain how the proposed project meets the purpose of one or more of the Goals and Priorities for FRCP.** The Oldsmar Resiliency Plan will address two of the Priorities for FRCP. The City of Oldsmar has not yet achieved compliance with the 2015 Peril of Flood requirements within the Coastal Management Element of our comprehensive plan. This project will meet Priority 1 of helping to gain this compliance. A vulnerability assessment will be conducted in Phase I that will include public meetings, adaptation strategies based on the most current flood maps and sea level rise scenarios, and proposals for future ordinances and policy changes. This assessment will give a better understanding of the changes that need to be implemented within the comprehensive plan that will have the greatest impact on current and future development and redevelopment within the City. This project will take the information gained in the vulnerability assessment to draft an update of the comprehensive plan to comply with Peril of Flood.

The project will also meet Priority 4 by including regional collaboration within Pinellas County and the greater Tampa Bay region. Oldsmar is a member of the Tampa Bay Regional Planning Council and has signed on as a collaborator with the Tampa Bay Regional Resiliency Coalition. To date, 28 local governments in the six-county region have joined together to address sea level rise, climate change and resiliency. Additionally, Oldsmar has partnered with several small municipalities in Pinellas county to address local and regional resiliency and vulnerability adaptation and mitigation strategies. As a region we are working together to utilize our resources in the most efficient and effective way.

- C. Discuss how the project is feasible and can be completed by the grant period deadline.** If the contract is initiated for Phase II by July 6, 2020, then the project will be complete by April 30, 2021. An RFP for the entire project will be issued prior to the grant funding period, with final contract awarded the beginning of 2020. Therefore, the initial project administrative set-up and Phase I will be completed by July 2020, allowing for efficient management of time allotted for Phase II task completion. Scope of work, budgeting, and task due dates will be set within the RFP to ensure adherence to the timeline. The scope of Phase II is contingent on receiving grant funding. Additionally, prior to setting Oldsmar's timeline, coordinators of similar projects within Florida were polled to gain insight on realistic expectations of project and task timing.
- D. Explain how this project is addressing social vulnerability or vulnerability of historic resources or stormwater management systems.** This project will address stormwater management systems by assessing the vulnerability of our current systems and proposing updates to the infrastructure. By including community meetings into the project, we will be working to address social vulnerability and incorporating ideas and concerns from all sectors of the population into our final plan.

12. DESCRIPTION OF PROJECT OUTCOMES:

The project will result in a detailed Resiliency Plan with specific adaptation strategies that can be incorporated into the Capital Improvement Plan and a public outreach campaign to help support implementation of the plan. Other outcomes will be an update to the CRS report and a draft update to the comprehensive plan to comply with the Peril of Flood statute.

- 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	Grant Amount Awarded
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Salaries & Fringe	Fixed Price	\$0	\$0	\$0
Contractual Services*	Fixed Price	\$45,000	\$30,000	\$75,000
GRANT AGREEMENT TOTAL		\$45,000	\$30,000	\$75,000

A. Describe how the project costs was determined: A thorough review of other local resiliency plans and costs was conducted.

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	Resiliency Plan	04/30/2021	\$45,000
2	CRS & Comprehensive Plan Update	04/30/2021	\$30,000
Total			\$75,000

15. PERFORMANCE MEASURES: 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 SCHEUDLE: 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:** Resiliency Plan
- B. Goal:** Create an actionable plan to help guide capital improvement projects and prepare for future climate change scenarios.
- C. Description:** Using data collected in the Phase I vulnerability assessment, two community forums will be held to discuss the findings of the assessment and get citizen feedback on the prioritization of assessment results. The internal City working group will use this feedback, City Council priorities, and subcontractor recommendations to prioritize Oldsmar's climate vulnerabilities based on a set matrix. Once the priorities are set, a list of adaptation strategies for each priority will be determined. All the data from Phase I, citizen forums, and internal City working group meetings will be compiled into a comprehensive Resiliency Plan. The plan will provide adaptation strategies, cost of implementation, and potential costs to do nothing, allowing for City administration to fully understand the effects of climate change on City assets. Essentially, a comparison will be made between the cost to 'react' versus the cost to 'plan'. Additionally, the plan will include recommended public outreach and education initiatives to be implemented within the City.
- 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) For each community forum
 - a. Copies of all workshop/meeting announcements/advertisements
 - b. Agendas and sign-in sheets from each workshop indicating location, date, and time of the meeting
 - c. Presentations and other meeting materials/handouts

- d. Brief summary report from each workshop/meeting including attendee feedback and workshop outcomes
- e. Any materials created at each workshop/meeting (as applicable)
- 2) Climate vulnerability prioritization matrix
- 3) Resiliency Plan including
 - a. Adaptation strategies for each priority
 - b. Costs of implementation
 - c. Potential costs to do nothing

Task #2

- A. Title:** CRS & Comprehensive Plan Update
- B. Goal:** Update the CRS report and draft an update to the comprehensive plan to comply with 2015 Peril of Flood statute (Sec. 163.3178(2)(f) F.S).
- C. Description:** The information gained from the vulnerability assessment and the resiliency plan will be used to update the CRS report to help gain a higher rating. The internal City working group will work with the CRS team to ensure adaptation strategies listed within the plan incorporate important floodplain management criteria to better prepare Oldsmar citizens for future flooding events.

The City of Oldsmar's Coastal Management element of the comprehensive plan is not in full compliance with the 2015 Peril of Flood statute. Using the vulnerability assessment and community forum feedback, the internal City working group will collaborate with the Planning and Redevelopment department to create a draft update to the comprehensive plan. The draft will utilize the strike-through and underline format based on the information gained in the vulnerability assessment.

- 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) Updated CRS report
 - 2) Draft comprehensive plan policy language in strike-through and underlined format which satisfies the Peril of Flood requirements in Section 163.3178(2)(f), Florida Statutes, which establishes a redevelopment component in the Coastal Element that outlines principles that must be used to eliminate inappropriate and unsafe development in the coastal areas when opportunities arise. The component must include:
 - a. Specific strategies, principles, and engineering solutions that reduce current and future flood risk in coastal areas which results from high-tide events, storm surge, flash floods, stormwater runoff, and the related impacts of sea-level rise,
 - b. Policy(ies) that encourage the use of best practices development and redevelopment principles, strategies, and engineering solutions that will result in the removal of coastal real property from flood zone designations established by the Federal Emergency Management Agency,
 - c. Site development techniques and best practices that may reduce losses due to current and future flooding and claims made under flood insurance policies issued in this state,
 - d. A policy that requires that development be consistent with, or more stringent than, the flood-resistant construction requirements in the Florida Building Code and applicable flood plain management regulations set forth in 44 C.F.R. part 60,

- e. A policy that requires that any construction activities seaward of the coastal construction control lines established pursuant to s. 161.053 be consistent with chapter 161, and
 - f. A policy that encourages the local government's participation in the National Flood Insurance Program Community Rating System administered by the Federal Emergency Management Agency to achieve flood insurance premium discounts for their residents.
- 3) Timeframe for adoption and submission to DEO.