



STATE OF FLORIDA
DEPARTMENT OF COMMUNITY AFFAIRS

"Dedicated to making Florida a better place to call home"

JEB BUSH
Governor

November 27, 2002

STEVEN M. SEIBERT
Secretary

*copy for Joyce
Shul to read*

The Honorable Nick D. Deonas
Chairman, Nassau County Commission
Post Office Box 1010
Fernandina Beach, Florida 32035-1010

Re: Grant Award Agreement #01DB-79-04-55-01-E40
Modification #2

Dear Chairman Deonas:

Your letter received October 14, 2002 requesting approval to revise the budget and Economic Development Activity Work Plan for the referenced Agreement has been reviewed. The review indicates that the changes reflected are acceptable and the revised pages and your request have been made part of the approved Agreement.

Should you have questions or require assistance, please contact Mr. Jim Austin at 850/922-1882.

Sincerely,

Libby Lane
Program Administrator

LL/ja

cc: Jordan and Associates

02 DEC -2 PM 12: 28

COMMUNITY DEVELOPMENT
OFFICE

2555 SHUMARD OAK BOULEVARD • TALLAHASSEE, FLORIDA 32399-2100
Phone: 850.488.8466/Suncom 278.8466 FAX: 850.921.0781/Suncom 291.0781
Internet address: <http://www.dca.state.fl.us>

CRITICAL STATE CONCERN FIELD OFFICE
2796 Overseas Highway, Suite 212
Marathon, FL 33050-2227
(305) 289-2402

COMMUNITY PLANNING
2555 Shumard Oak Boulevard
Tallahassee, FL 32399-2100
(850) 488-2356

EMERGENCY MANAGEMENT
2555 Shumard Oak Boulevard
Tallahassee, FL 32399-2100
(850) 413-9969

HOUSING & COMMUNITY DEVELOPMENT
2555 Shumard Oak Boulevard
Tallahassee, FL 32399-2100
(850) 488-7956

REQUEST FOR AMENDMENT (07.02)

Recipient: Nassau County Amendment Request Number: 2 Date: October 3, 2002

Contract Number: 01DB-79-04-55-01-E40 Rule in Effect for This Grant: FFY 2002

Local Government Authorization: *[Signature]* October 15, 2002

(Authorized Signature) (Date Signed)

DCA Authorization: *Alexander Mack for SWC* 11/26/02

(Authorized Signature) (Date Approved)

Budget Information					Activity Accomplishments		
Activity Code	Activity Name	Original Budget	Current Budget (before this amendment)	Proposed Budget	Original Contract	Current Contract (Before this Amendment)	Proposed Contract
1	2	3	4	5	6	7	8
04b	Sewer Facilities	\$ 170,000.00	\$ 170,000.00	\$ 90,038.00	500 LF	500 LF	500 LF
04a	Water Facilities	\$ 250,000.00	\$ 250,000.00	\$ 241,004.00	5900 LF	5900 LF	5900 LF
005	Street Improvements	\$ 150,000.00	\$ 150,000.00	\$ 238,958.00	220 LF	220 LF	220 LF
Totals		\$ 570,000.00	\$ 570,000.00	\$ 570,000.00	XXX	XXX	XXX

Activity Code		Beneficiaries											
		Total Beneficiaries			Low & Moderate Income				Very Low Income				
		Original	Current	Proposed	Original		Proposed		Original		Proposed		
			#	%	#	%	#	%	#	%	#	%	
1	2	9	10	11	12	13	14	15	16	17	18	19	
04b	Sewer Facilities	60	60	60	33	55%	33	55%	N/A		N/A		
04a	Water Facilities	60	60	60	33	55%	33	55%	N/A		N/A		
005	Street Improvements	60	60	60	33	55%	33	55%	N/A		N/A		

20. Total # Unduplicated Beneficiaries	Original	Proposed
	<u>60</u>	<u>60</u>
21. Total # Unduplicated LMI Beneficiaries	<u>33</u>	<u>33</u>
22. Total # Unduplicated VLI Beneficiaries	<u>N/A</u>	<u>N/A</u>
23. Total # Unduplicated LMI Households	<u>N/A</u>	<u>N/A</u>

SOURCE AND USE OF PROJECT FUNDS (07.02)

SOURCES OF PROJECT FUNDS							
Participant		Amount			Source		
1. CDBG Grant		\$ 570,000.00			State of Florida - DCA		
2. Compass Group		\$ 180,000.00			Private/Participating Party		
3. Compass Group		\$ 1,500,000.00			Private/Participating Party		
4.		\$					
5.		\$					
TOTAL OF ALL FUNDS		\$					
USES OF PROJECT FUNDS							
Act. No.	Activity Name	Sources of Project Funds					TOTALS
		CDBG (1)	(2)	(3)	(4)	(5)	
04b	Sewer Facilities	\$ 90,038.00	\$ 180,000.00				\$ 270,038.00
04a	Water Facilities	\$241,004.00					\$ 241,004.00
005	Street Improvements	\$238,958.00					\$ 238,958.00
920	Site Development		\$1,500,000.00				\$1,500,000.00
TOTAL PROJECT COST		\$570,000.00	\$1,680,000.00				\$2,250,000.00

This form must be completed when an amendment alters the amount, source or use of project funds OR when new activities will be funded from new funding sources.

SOURCES OF PROJECT FUNDS: PARTICIPANT: Include such parties as recipient, other governments, participating parties and individual sources. In Housing and CR, sources like homeowner and commercial building owner contributions may be grouped together. AMOUNT: Dollar amount of contribution. SOURCE: Source of funds; i.e., tax increment, FMHA grant, DOC grant, local government revenue, equity, loan (name of bank), etc.

USES OF PROJECT FUNDS: ACTIVITY NUMBER: Activity number reflected on award agreement Attachment A. ACTIVITY NAME: Activity name reflected on award agreement Attachment A. CDBG: Current CDBG budget from award agreement Attachment A. COLUMNS 1-5: Use of funds by activity for each of the numbered sources reflected on top of form.

OUTLINE OF CHANGES

I. Budgetary Changes

Sewer Facilities - decrease by \$79,962.00 transfer to Street Improvements
Water Facilities - decrease by \$ 8,996.00 transfer to Street Improvements
Street Improvements - increase by \$88,958.00.

II. Public Benefit/Beneficiaries

No change

III. Scope of Work

Work is being completed as identified in the application.

IV. Time Schedule

No extension required.

Work plans are attached.

DETAILED NARRATIVE

This is a developer project. The developer is developing a site which will host two restaurants and a hotel. Land acquisition and site development is being funded by the developer. The facilities are located within Nassau County and the developer required water, sewer, street paving and associated drainage, but did not want the cost of infrastructure improvements.

The initial budget was as follows:

Sewer Facilities	\$ 170,000
Water Facilities	\$ 250,000
<u>Street Improvements</u>	<u>\$ 150,000</u>
Total	\$ 570,000

Construction is nearly completed, there only being a few punch list items to be addressed by the general contractor.

There is no change in the scope of the project as initially identified in the grant. However, completion of the project has indicated a difference in construction costs as follows:

Sewer Facilities	- decrease by \$79,962.00 transfer to Street Improvements
Water Facilities	- decrease by \$ 8,996.00 transfer to Street Improvements
Street Improvements	- increase by \$88,958.00.

The public benefit/beneficiaries remains unchanged.

CDBG-E-3
SOURCES AND USES OF FUNDS

3. **TOTAL SOURCES AND USES OF ALL PROJECT FUNDS: (*)** The totals on Forms CDBG-E-3(1)(A-C) and CDBG-E-3(2) are aggregated on this form. This form should reflect all the funds that are necessary for the CDBG project to succeed, without regard to whether those funds are claimed for scoring purposes. These totals should be reflected in cost estimates, funding commitments, budgets, pro-formas, letters of commitment, business plans, etc.

- | | | | |
|--|---------------------|--|-------------------|
| A. <u>CDBG Grant</u> | \$ <u>570,000</u> | D. Public Leverage Local Sources | \$ _____ |
| B. Participating Party Leverage | \$ <u>1,500,000</u> | E. Total Other Funds Necessary for Completion of the Project | \$ <u>180,000</u> |
| C. Public Leverage, Non-Local Government Sources | \$ _____ | | |

Activity #	ACTIVITY NAME	CDBG	B	C	D	E	Horizontal Total
04a	Water Facilities	\$ 241,004					\$ 241,004
04b	Sewer Facilities	\$ 90,038					\$ 90,038
005	Street Improvements	\$ 238,958					\$ 238,958
016	Site Development		\$1,500,000				\$1,500,000
04b	Sewer Facilities					\$180,000	\$ 180,000
	Requested CDBG Project Cost	\$ 570,000					
	Proposed Administrative Cost	\$ 0					
	Proposed Engineering Cost	\$ 0					
	Total Gross Project Cost	\$ 570,000	\$1,500,000			\$180,000	\$2,250,000

* Add additional pages if necessary

DEPARTMENT OF COMMUNITY AFFAIRS
SMALL CITIES CDBG PROGRAM
ACTIVITY WORK PLANS

Amendment No. 2

RECIPIENT Nassau County

DATE PREPARED October 3, 2002

CONTRACT NO. 01DB-79-04-55-01-E40

ACTIVITY BUDGET \$ 90,038.00

(for this activity only)

Activity	Number of Proposed Beneficiaries			Proposed Activity Units	
Name <u>Sewer Facilities</u>				<u>2,500</u>	<u>LF</u>
Number <u>04b</u>				No. of Units	Type of Units
Service Area # <u>N/A</u>	<u>60</u>	<u>33</u>	<u> </u>		
	Total	LMI	VLI		

Date Start (month & year)	Date End (month & year)	Describe Proposed Action to be Undertaken or Contract Special Condition Clearance Documentation to be Submitted by "Date End"	# of Units to be Completed by "Date End"	Proposed \$\$ to be Requested by "Date End"
06/01	11/01	Submit Request for Release of Funds and Environmental Conditions		
06/01	07/01	Submit documentation to clear Special Condition Numbers ____		
		Submit documentation to clear Special Condition Numbers ____		
		Professional Services Contract		
		Survey & Preliminary Design		
		Final Design & Permits		
10/01	12/01	Bid Advertisement & Award		
01/02	03/02	Construction 33% - Admin. & Observation	833 LF	51,000
04/02	06/02	Construction 66% - Admin. & Observation	833 LF	51,000
07/02	09/02	Construction 100% - Admin. & Observation	834 LF	51,000
10/02	12/02	Construction Closeout		17,000
05/03	06/03	Submit Administrative Closeout		

ACTIVITY BUDGET TOTAL \$ 90,038.00

(must equal Activity Budget in the heading of this form)

DEPARTMENT OF COMMUNITY AFFAIRS
SMALL CITIES CDBG PROGRAM
ACTIVITY WORK PLANS

Amendment No. 2

RECIPIENT Nassau County

DATE PREPARED October 3, 2002

CONTRACT NO. 01DB-79-04-55-01-E40

ACTIVITY BUDGET \$ 241,004.00
(for this activity only)

Activity Name <u>Water Facilities</u> Number <u>04a</u> Service Area # <u>N/A</u>	Number of Proposed Beneficiaries <table style="width: 100%; text-align: center;"> <tr> <td><u>60</u></td> <td><u>33</u></td> <td><u> </u></td> </tr> <tr> <td>Total</td> <td>LMI</td> <td>VLI</td> </tr> </table>	<u>60</u>	<u>33</u>	<u> </u>	Total	LMI	VLI	Proposed Activity Units <table style="width: 100%; text-align: center;"> <tr> <td><u>5900</u></td> <td><u>LF</u></td> </tr> <tr> <td>No. of Units</td> <td>Type of Units</td> </tr> </table>	<u>5900</u>	<u>LF</u>	No. of Units	Type of Units
<u>60</u>	<u>33</u>	<u> </u>										
Total	LMI	VLI										
<u>5900</u>	<u>LF</u>											
No. of Units	Type of Units											

Date Start (month & year)	Date End (month & year)	Describe Proposed Action to be Undertaken or Contract Special Condition Clearance Documentation to be Submitted by "Date End"	# of Units to be Completed by "Date End"	Proposed \$\$ to be Requested by "Date End"
06/01	11/01	Submit Request for Release of Funds and Environmental Conditions		
06/01	07/01	Submit documentation to clear Special Condition Numbers <u> </u>		
		Submit documentation to clear Special Condition Numbers <u> </u>		
		Professional Services Contract		
		Survey & Preliminary Design		
		Final Design & Permits		
10/01	12/01	Bid Advertisement & Award		
01/02	03/02	Construction 33% - Admin. & Observation	1977 LF	75,000
04/02	06/02	Construction 66% - Admin. & Observation	1977 LF	75,000
07/02	09/02	Construction 100% - Admin. & Observation	1946 LF	75,000
10/02	12/02	Construction Closeout		25,000
05/03	06/03	Submit Administrative Closeout		

ACTIVITY BUDGET TOTAL \$ 241,004.00

(must equal Activity Budget in the heading of this form)

DEPARTMENT OF COMMUNITY AFFAIRS
SMALL CITIES CDBG PROGRAM
ACTIVITY WORK PLANS

Amendment No. 2

RECIPIENT Nassau County

DATE PREPARED October 3, 2002

CONTRACT NO. 01DB-79-04-55-01-E40

ACTIVITY BUDGET \$ 238,958.00
(for this activity only)

Activity	Number of Proposed Beneficiaries			Proposed Activity Units	
Name <u>Street Improvements</u>				<u>2,290</u>	<u>LF</u>
Number <u>005</u>				No. of Units	Type of Units
Service Area # <u>N/A</u>	<u>60</u>	<u>33</u>	<u> </u>		
	Total	LMI	VLI		

Date Start (month & year)	Date End (month & year)	Describe Proposed Action to be Undertaken or Contract Special Condition Clearance Documentation to be Submitted by "Date End"	# of Units to be Completed by "Date End"	Proposed \$\$ to be Requested by "Date End"
06/01	11/01	Submit Request for Release of Funds and Environmental Conditions		
06/01	07/01	Submit documentation to clear Special Condition Numbers ____		
		Submit documentation to clear Special Condition Numbers ____		
		Professional Services Contract		
		Survey & Preliminary Design		
		Final Design & Permits		
10/01	12/01	Bid Advertisement & Award		
01/02	03/02	Construction 33% - Admin. & Observation	763 LF	45,000
04/02	06/02	Construction 66% - Admin. & Observation	763 LF	45,000
07/02	09/02	Construction 100% - Admin. & Observation	764 LF	45,000
10/02	12/02	Construction Closeout		15,000
05/03	06/03	Submit Administrative Closeout		

ACTIVITY BUDGET TOTAL \$ 238,958.00

(must equal Activity Budget in the heading of this form)