

FMA-PJ-04-MS-2022-008

Bay St. Louis - Elevations

I. OVERVIEW

The Bay St. Louis Elevation Project continues to progress as planned. We have been in direct communication with the two homeowners involved in the project, and quotes have been received for each property. Homeowner kick off meetings are being scheduled now as the process for quote solicitation is finalized.

II. CURRENT STATUS

- 4035 Honshu St:
 - The property owner received three competitive quotes and selected Kane Construction.
 - The homeowner is scheduled to have a kickoff meeting with Tetra Tech, BSL Building Official, Sanders Kane, and April Byrd for a walk-through and contract signing.
 - An email notice to proceed will be sent to Sanders Kane to complete any updates to the A/E and drawings. Once these are completed, the PM will advise Sanders to seek the building permit for construction.
- 3100 Roberson Rd:
 - Tetra Tech received two complaints from contractors about the bid process. Due to this potential purchasing law violation, Tetra Tech is requiring a new sealed quote process for this property. This process will take approximately two weeks.
 - This approach is designed to ensure transparency and accuracy in the quotes received from contractors, allowing for a standardized submission.
 - Tetra Tech will send a detailed scope of work to each contractor, who will then submit their finalized quote directly to the Project Manager.
 - If the lowest quote is not selected, a written justification must be provided by the property owner.

III. NEXT STEPS

1. **Weekly Progress Meetings:** Tetra Tech and BSL continues to hold weekly meetings every Friday to monitor project status.
2. **Kickoff Meetings:**
 - **4035 Honshu Street:** This kickoff meeting is scheduled, and key participants have been identified.
 - **3100 Roberson Rd:** This meeting will be scheduled once the homeowner selects the contractor following the sealed quote process. This is expected to occur by the end of February, pending receipts of quotes and cost analysis.

IV. UPDATE FROM TETRA TECH

- **Next Round of Grant Funding Opportunities:**
 - The current FY 24 is open with a deadline to FEMA of April 18th. Tetra Tech is working with MEMA to establish an internal deadline for BSL to submit a new application for this funding opportunity.
 - Tetra Tech and BSL has communicated with MEMA, and MEMA has confirmed that they will participate in the open FY 24 opportunity.

- **City's Next Steps for New Funding Round:**

- The city will send letters to specific homeowners identified by FEMA as potentially qualifying for funding. This will help create a preliminary list in preparation for when the city selects a grant administrator.
- Kim is preparing the draft letter and list of addresses.
- The letter will clarify that the recipients were identified by FEMA, not by the city.
- Homeowners will be asked to respond by emailing their name, phone number, and address to facilitate list creation for the grant administrator.
- Alternatively, they can complete a form and return it to City Hall.
- The letter will also emphasize that property owners must have a FEMA flood insurance policy effective as of January 6, 2025, to qualify for funding.



Date: 02/12/2025



Time: 11:00 AM