

**GEORGIA DEPARTMENT OF NATURAL RESOURCES
COASTAL INCENTIVE GRANT AWARD AGREEMENT
CYCLE 25**

Stormwater Master Plan Y2

This Award Agreement is entered into as of this 13th day of September, 2022, between the Georgia Department of Natural Resources, Coastal Resources Division (“DNR”), and Effingham County Board of Commissioners (“Subgrantee”). In consideration of the mutual promises and terms and conditions set forth in this Award Agreement, the parties covenant and agree as follows:

A. DEFINITIONS

“Subgrantee’s Application” means the Coastal Incentive Grant (CIG) application attached as Exhibit A to this Award Agreement.

“Grant Program” means the Coastal Incentive Grant Program as set forth in Chapter 391-2-5-.01 of the Rules and Regulations of the State of Georgia.

"Intellectual Property" means patentable inventions, including patentable business methods and processes, copyrightable materials, trademarks, software, and trade secrets.

“Life of the Project” is twenty (20) years after completion of the Project Services and includes expected repairs to a facility.

“Match Funds” means the minimum amount the Subgrantee is committed to provide as non-federal match funds in the Subgrantee’s Application.

“OMB” means the federal Office of Management and Budget.

“Project Services” means the deliverables required under this Award Agreement, including the Scope of Work and the special conditions set forth in the attached Exhibit A.

“Records” means Subgrantee’s books, records, documents, and other evidence pertaining to the costs and expenses of Subgrantee’s performance of the Project Services.

“Reimbursable Amount” means the maximum amount established in Section F that DNR will pay to Subgrantee under this Award Agreement on a reimbursable basis for allowable expenses incurred performing the Project Services.

“Reimbursable Cost(s)” means the portion of Subgrantee’s Request for Reimbursement that is approved by DNR for reimbursement of allowable expenses Subgrantee incurs in the performance of the Project Services.

“Request for Reimbursement” means Subgrantee’s invoice for reimbursement of allowable expenses incurred performing the Projects Services submitted to DNR on a form approved by DNR.

“Scope of Work” means the Scope of Work included in Subgrantee’s Application.

B. PURPOSE

The purpose of the Coastal Incentive Grant Program is to provide financial assistance in the form of grants to eligible county and municipal governments, state agencies other than DNR, and educational and research institutions for projects that further the mission of the Coastal Management Program. After review and evaluation of Subgrantee's application, DNR determined that Subgrantee is an eligible entity and that Subgrantee's proposal meets the qualifications and requirements for financial assistance in accordance with the CIG Program.

C. AWARD

DNR awards a financial assistance subgrant to Subgrantee consistent with the terms of this Award Agreement. Subgrantee accepts the award of a financial assistance subgrant and will comply with the terms and conditions of this Award Agreement. Subgrantee will complete all Project Services in a manner reasonably satisfactory to DNR.

The following provision applies if this Award Agreement is for a 306A low-cost construction project and survive beyond the term of this project provided for in Section D: Funds shall only be used for projects on publicly owned or leased land, or land for which a public easement has been obtained. If the property is subject to a reversionary clause and reverts, then the Subgrantee shall reimburse DNR for the full amount of funds received for the project. If the land ceases to be available, or the project ceases to be used, for the intended use at any time during the Life of the Project, the Subgrantee shall reimburse DNR the full amount of the funds received for the project.

D. TERM

The initial term of this Award Agreement begins on October 1, 2022 and continues until September 31, 2023 or until the Project Services required under this Award Agreement are completed, whichever is earlier. DNR reserves the right, in its sole discretion, to extend the term of this Award Agreement, if the extension is determined to be in the best interest of DNR. Any extension is contingent upon the availability of funds lawfully appropriated and applicable to the deliverables described in the Scope of Work.

E. TIME OF PERFORMANCE

Time is of the essence in the performance of this Award Agreement. Subgrantee will submit semi-annual interim narrative Status Reports and a narrative Final Report to DNR in accordance with the following schedule and in a format provided by the DNR:

- Interim Status Report(s) by April 7, 2023 and every six months thereafter until project completion.
- Final Report no more than seven (7) days after completion of the Project Services or any earlier expiration or termination date.

F. REIMBURSABLE AMOUNT

DNR will reimburse Subgrantee a maximum of **80000** for allowable expenses Subgrantee incurs in the performance of the Project Services.

G. MATCH FUNDS

Subgrantee will contribute a minimum of **80510** in Match Funds toward its performance of the Project Services. Subgrantee will include summary information concerning its contribution of the Match Funds in the Final Report submitted to DNR under this Award Agreement. If the Reimbursable Costs actually payable to the Subgrantee are less than the maximum Reimbursable Amount, Subgrantee is only obligated to contribute Match Funds in the same ratio as the actual Reimbursable Costs is to the maximum Reimbursable Amount.

H. DISBURSEMENT OF AWARD

- (1) DNR, in its reasonable discretion, will determine when Subgrantee's performance of the Project Services is satisfactory and complete. However, the final disbursement shall not occur until the Final Report and all deliverables and work products are approved by DNR.
- (2) If Subgrantee is a local government, the disbursement of funds under this Award Agreement is contingent upon Subgrantee's status as a Qualified Local Government under the Georgia Planning Act (O.C.G.A § 50-8-1 *et seq.*) and compliance with the audit requirements of O.C.G.A § 36-81-7.
- (3) DNR reserves the right to withhold disbursement of funds and require the return of all funds previously disbursed if Subgrantee fails to fulfill its obligations under this Award Agreement or fails to comply with the requirements of the Georgia Planning Act or the audit requirements, if applicable.
- (4) Subgrantee will submit a Request for Reimbursement upon completion of the Project Services. If requested, Subgrantee must include documentation satisfactory to DNR to support all expenditures associated with a Request for Reimbursement. Each Request for Reimbursement must be accompanied by a written statement from Subgrantee certifying that the requested funds have been utilized by Subgrantee solely in the performance of the Project Services and that copies of records, documents and other evidence (including without limitation purchase orders, agreements, canceled checks, invoices, bills of lading and the like) sufficiently supporting the requested funds are maintained at Subgrantee's place of business and are available for review by DNR, the State Auditor or either's representative during normal business hours. DNR, in its sole discretion, may permit Subgrantee to submit interim Requests for Reimbursement. In no event will DNR consider an interim Request for Reimbursement until the tasks for which reimbursement is sought are completed. A Request for Reimbursement must be submitted to the following person:

Beth Tasciotti-Grants Coordinator
beth.tasciotti@dnr.ga.gov

(5) Upon acceptance of the Project Services and receipt of all required documentation, DNR will conduct its review of the Request for Reimbursement. Upon completion of its review, DNR will provide written notification to Subgrantee as to which portion(s) of the Request for Reimbursement are Reimbursable Costs. Except as otherwise provided in this Award Agreement, DNR will promptly pay the Reimbursable Costs subsequent to DNR's written notification to Subgrantee of its approval. In no event is Subgrantee entitled to receive more than the Reimbursable Amount.

(6) DNR will send payment of the Reimbursable Costs to the attention of the following person(s):

NAME: Mark Barnes
ADDRESS: 804 South Laurel Street
Springfield, Georgia 31329
EMAIL: [revenue@effinghamcount](mailto:revenue@effinghamcount.com)
PHONE: 912-754-8012

Subgrantee may designate a different person(s) to receive payment by written notice to DNR.

I. INTERIM STATUS REPORTS

Subgrantee will provide DNR with one (1) *electronic* copy of all interim narrative Status Reports outlining the status of Subgrantee's implementation of the Project Services. Subgrantee will submit the reports to DNR in accordance with the schedule set forth in Section E and in a format provided by DNR. **The Subgrantee shall include a funding acknowledgement in accordance with Section Y of this Award Agreement on the title or cover page of each interim Status Report.**

J. FINAL REPORT

(1) Subgrantee will submit one (1) electronic copy of the approved narrative Final Report to DNR within seven (7) days of the completion of the Project Services. In addition to the Final Report, Subgrantee will submit one (1) electronic set of all deliverables, work product and other materials required by the Scope of Work within seven (7) days of the completion of the Project Services. **The Subgrantee shall include a funding acknowledgement in accordance with Section Y of this Award Agreement on the title or cover page of the Final Report and on all materials required by the Scope of Work.**

(2) Subgrantee will submit one (1) electronic copy of the approved GIS Metadata, if applicable, to DNR within seven (7) days of the completion of the Project Services and accompanying the Final Report. GIS Metadata must be provided in accordance with the template format supplied to Subgrantee by DNR.

(3) In the event that this Award Agreement is terminated prior to completion of the Project Services, Subgrantee will submit one (1) electronic copy, within seven (7) days of the termination date, of a narrative Final Report of the work completed prior to the termination date, as well as an electronic copy of all materials and metadata in development or completed by the termination date.

K. USE OF FUNDS / BUDGET CHANGES

(1) DNR will only approve the portion of Subgrantee's Request for Reimbursement that is reimbursement for monies that are not part of the Match Fund and that are expended by Subgrantee in performing the Project Services and for no other purpose. In the event DNR determines that all or part of the Reimbursable Costs were utilized for any purpose other than the Project Services, DNR may treat such unauthorized use of the Reimbursable Costs as a material default by Subgrantee and, in addition to any other remedies available to it under this Award Agreement, at law or in equity, may require the return of all funds previously disbursed to Subgrantee.

(2) No changes between categories in the budget set forth in the Subgrantee's CIG Application greater than 10% of the total budget are authorized without DNR's prior written approval. Subgrantee will give DNR written notice of any changes between categories in the budget that are less than 10% of the total budget at the time the change is made.

L. INTELLECTUAL PROPERTY

Any Intellectual Property arising out of the performance of this Award Agreement shall be governed by 15 CFR Part 24 Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, Section 24.34.

Subgrantee represents that it owns all right, title and interest in and to any Intellectual Property that Subgrantee uses in connection with this Award Agreement or otherwise has the right to use such Intellectual Property and license it to DNR without infringing or violating any law or right of any third party.

Subgrantee grants DNR a worldwide, non-exclusive, and royalty-free license in perpetuity to use, reproduce, exhibit, transmit and distribute any such Intellectual Property written, created, printed, invented or reduced to practice in connection with this Award Agreement and to create derivative works to such Intellectual Property.

M. RECORDS

(1) Accounting System/Records Retention Requirements

- a. Subgrantee will maintain books, records, documents, and other evidence pertaining to the costs and expenses of this Award Agreement to the extent and in such detail as will properly reflect all costs for which Reimbursable Costs are paid and Match Funds are credited. Subgrantee's accounting procedures and practices will conform to the requirements of the Government Accounting Standards Board. Valuation of in-kind contributions and documentation of cost and cost-share will be consistent with accepted accounting principles and the applicable state and federal regulations, including without limitation OMB Circular A-87.
- b. Subgrantee will preserve and make available its Records to any authorized representative of DNR or the Georgia State Auditor for a period of five (5) years after the expiration of this Award Agreement. If this Award Agreement is completely or partially terminated, the Records relating to the terminated work must be preserved and made available for a

period of five (5) years from the date of any resulting final settlement. Subgrantee will retain any Records that relate to appeals, litigation or the settlements of claims arising out of the performance of this Award Agreement, or any costs and expenses to which exception has been taken by the State Auditor or any of his duly authorized representatives, until such appeals, litigation, claims or exceptions are finally concluded.

- c. Subgrantee may, with DNR's prior written consent and in fulfillment of its obligation to retain the Records, substitute photographs, microphotographs or other authentic reproductions of the Records, after the expiration of two (2) years following the date of payment of the respective Reimbursable Cost to which such Records relate. DNR, in its sole discretion and with the concurrence of the State Auditor, may authorize Subgrantee to retain original Records for a shorter period of time.

(2) Audit Requirements

The Georgia Department of Audits and Accounts (the "State Auditor"), or its duly authorized representatives, shall have the right, at any time and with reasonable notice, to enter into the Subgrantee's premises, or other such places where Services under this Agreement are being performed, to inspect, monitor, assess, audit, or otherwise evaluate the work performed or being performed under this Agreement. The State Auditor may also enter at any time and with reasonable notice when the State Auditor deems it necessary in order to conduct any activity within his or her authority or responsibility, including without limitation special examinations and audits of the Department, Subgrantee, subcontractor, and persons and entities other than them. These efforts include special examinations and audits which are, without limitation, financial audits (including financial related audits and financial statement audits), compliance audits, performance/operational audits, information systems and security audits, and vulnerability assessments or reviews with respect to Subgrantee's performance hereunder. Subgrantee shall grant the State Auditor and any representatives thereof full and complete access to Subgrantee's books and records as they relate to this agreement or the services, or as they may be required in order for the State Auditor to ascertain any facts relative to Subgrantee's performance hereunder. Subgrantee shall provide the State Auditor or any representatives thereof such information and assistance as requested in order to perform such audits; provided, however, that the parties shall endeavor to arrange such assistance in such a way that it does not interfere with the performance of Subgrantee's duties and obligations hereunder. Subgrantee shall require as a condition of any subcontract that the subcontractor expressly acknowledges and agrees to be bound by the same audit requirements by which Subgrantee is bound under this Agreement.

If Subgrantee is a non-profit organization as defined in O.C.G.A. § 50-20-2(5), Subgrantee will comply with the provisions of O.C.G.A. § 50-20-1 *et seq.*, including without limitation O.C.G.A. § 50-20-3.

(3) Additional Fiscal Requirements

- a. If a governmental organization, Subgrantee will comply with OMB Uniform Guidance: *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*; and 48 CFR 31.2 (as applicable).

- b. If an educational institution, Subgrantee will comply with OMB Uniform Guidance: *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*; and 48 CFR 31.2 (as applicable).
- c. Subgrantee will comply with any other provisions of law that apply to receiving state and federal funds.

(4) Open Records Act

Because DNR is a public agency of the State of Georgia, information received by DNR or Subgrantee in the performance of this Award Agreement is subject to disclosure under Georgia's open records laws, O.C.G.A. § 50-18-70 *et seq.* ("Open Records Act"), unless exempt therefrom. Subgrantee shall timely respond to any Open Records Act request and will provide DNR with written notice of the receipt of the Open Records Act request and its response.

N. RIGHT TO INSPECT WORK

DNR, the State Auditor of Georgia or their authorized representatives, have the right to enter onto the premises of Subgrantee and all subcontractors or such other places where the Project Services are being performed during normal business hours for the purpose of inspecting, monitoring or otherwise evaluating such work.

O. RELATIONSHIP OF THE PARTIES

DNR and Subgrantee are independent contractors and not agents or employees of the other party. No party has authority to make any statements, representations or commitments of any kind, or to take any action, that will be binding on the other party.

P. TRADING WITH STATE EMPLOYEES

DNR and Subgrantee certify that this Award Agreement does not and will not violate the provisions of O.C.G.A. § 45-10-20 *et seq.* in any respect.

Q. TERMINATION

(1) DNR may terminate this Award Agreement for the convenience of DNR by providing thirty (30) days written notice of the termination date to Subgrantee.

(2) If, through any cause, Subgrantee fails to fulfill in a timely and proper manner its entire obligations under this Award Agreement or if Subgrantee violates any of the covenants, agreements or stipulations of this Award Agreement, DNR may give Subgrantee written notice of its default, specifying the nature thereof. Subgrantee will have fifteen (15) calendar days from the date of receipt of such notice to cure its default. If the Subgrantee fails to cure the default within the fifteen (15) day notice period, DNR may terminate this Award Agreement by a subsequent written notice of termination to Subgrantee specifying the termination date and DNR may pursue any other rights and remedies available to it under this Award Agreement, at law or in equity. In the event DNR terminates this Award Agreement for cause under this subsection, DNR will not disburse any funds to Subgrantee under this Award Agreement and may require the return of all funds previously disbursed to Subgrantee.

(3) In the event of an early termination for convenience under subsection Q1, DNR's obligations under this Award Agreement are fully discharged at the time that it reimburses Subgrantee for all expenses reasonably incurred prior to the termination date in satisfactory performance of this Award Agreement, including all non-cancelable obligations; provided, however, that where Subgrantee is contractually bound by this Award Agreement to provide matching funds, DNR will reimburse Subgrantee only in the ratio established by dividing the Reimbursable Amount by the Match Funds. In no event, however, will the total payments made by DNR under this Award Agreement exceed the Reimbursable Amount.

(4) If Subgrantee is a Regional Development Commission or a nonprofit corporation either created or controlled or caused to be created by the Commission and DNR finds that Subgrantee is failing or has failed to fully cooperate with the Georgia Department of Community Affairs in its conduct of a performance audit, this Award Agreement will be cancelled pursuant to O.C.G.A. § 50-8-35(i).

R. CHOICE OF LAW AND VENUE

This Award Agreement is made in the State of Georgia and will be construed in accordance with Georgia law, without application of conflicts of law principles. The exclusive jurisdiction for contract actions against DNR is the Superior Court of Fulton County, Georgia.

S. FORCE MAJEURE

DNR and Subgrantee are not responsible for any failure or delay in the performance of any obligations under this Award Agreement caused by acts of God, flood, fire, war, natural disaster or public enemy.

T. NOTICES

Any notice given under this Award Agreement will be in writing and is effective (i) at the time of the delivery if personally delivered, or (ii) the next business day following deposit with a nationally recognized mail or courier service, if addressed to the recipient as follows:

TO SUBGRANTEE:

Name: Timothy Callanan
Title: County Manager
Address: 804 South Laurel Street
Springfield, Georgia 31329
Email: [purchasing@effinghamcounty.](mailto:purchasing@effinghamcounty.ga.gov)
Telephone: 912-754-8012
Fax:

TO DNR:

Name: Beth Tasciotti
Title: Grants Coordinator
Address: GA DNR-Coastal Resources Div.
One Conservation Way, Suite 300
Brunswick, Georgia 31520-8687
Email: beth.tasciotti@dnr.ga.gov
Telephone: 912-262-3048
Fax: 912-262-3131

Either party may from time to time, by notice to the other, designate a different person or title, or both if applicable, or address to which notices to said party are to be given.

U. COMPLIANCE WITH ALL LAWS

Subgrantee will comply with all applicable federal, state and local laws, rules, regulations, ordinances or executive orders, including, without limitation, the Americans with Disabilities Act of 1990 (42 U.S.C. § 1201 *et seq.*) and all other labor, employment and anti-discrimination laws.

V. AUTHORITY

Subgrantee represents that it has full power and authority to enter into and perform this Award Agreement, and that the person signing on behalf of Subgrantee has been properly authorized and empowered to enter into this Award Agreement. Subgrantee further acknowledges that it has read this Award Agreement, understands it and agrees to be bound by it.

W. DRUG FREE WORKPLACE

(1) Subgrantee certifies that:

A. A drug-free workplace will be provided for Subgrantee's employees and/or subcontractors during the performance of this Award Agreement; and

B. It will secure from any subcontractor hired to work in a drug-free workplace the following written certification: "As part of the subcontracting agreement with (Subgrantee's Name), (Subcontractor's Name) certifies to (Subgrantee's Name) that a drug-free workplace will be provided for the subcontractor's employees during the performance of this Award Agreement pursuant to paragraph 7 of subsection B of Code Section 50-24-3."

(2) Subgrantee understands and acknowledges that it may be suspended, terminated, or debarred if it is determined that:

A. Subgrantee has made false certification; or

B. Subgrantee has violated such certification by failure to carry out the requirements of O.C.G.A. § 50-24-3.

X. ASSIGNMENT

Subgrantee may assign this Award Agreement or any right or obligation to a third party only with the prior written consent of DNR or as designated in SUBGRANTEE's Scope of Work in Exhibit A.

Y. ACKNOWLEDGEMENT

Subgrantee shall include a CRD and NOAA logo ,along with the following acknowledgement, on all work products, including without limitation any interim status reports, the final report and all information, data, materials and deliverables, published or distributed electronically or hard copy, and acknowledgement pages of websites and web pages produced as a result of this Award Agreement:

“Financial assistance provided by the Coastal Zone Management Act of 1972, as amended, administered by the Office for Coastal Management, National Oceanic and Atmospheric Administration and passed through the Coastal Management Program of the Department of Natural Resources.”

Any structure completed in whole or in part with funds under this Award Agreement must include a permanent sign, acknowledging the source of funding.

Z. CONTRACT INTERPRETATION

(1) All provisions of this Award Agreement are severable, and the unenforceability, illegality or invalidity of any of the provisions will not affect the validity or enforceability of the remaining provisions.

(2) If a court of competent jurisdiction finds any provision of this Award Agreement to be ambiguous, an interpretation consistent with the purpose of this Award Agreement that would render the provision valid is favored over any interpretation that would render it invalid.

(3) In the event of a conflict, inconsistency or incongruity between this Award Agreement and Subgrantee’s CIG Application, this Award Agreement controls.

(4) DNR and Subgrantee fully negotiated this Award Agreement and, consequently, the Award Agreement will be interpreted fairly and consistently in accordance with its terms.

(5) Any covenant, representation, or provision of this Award Agreement that by its nature survives the expiration or termination of this Award Agreement continues in full force and effect.

(6) No amendment to this Award Agreement is effective unless it is in writing and signed by duly authorized representatives of DNR and Subgrantee.

(7) No waiver of any of the provisions of this Award Agreement is binding unless executed in writing by the party making the waiver. No waiver of one provision constitutes a waiver of any other provision nor does it constitute a continuing waiver.

(8) The section headings are for reference purposes only and are not a part of this Award Agreement.

(9) All exhibits referenced in this Award Agreement are incorporated by reference and form an integral part of this Award Agreement.

(10) This Award Agreement constitutes the entire understanding between DNR and Subgrantee with respect to the subject matter and all prior agreements, representations, statements, negotiations and undertakings are superseded by this Award Agreement.

In witness whereof, the parties have executed this Award Agreement effective the date first written above. Electronic signatures, digital signatures, fax signatures, and scanned signatures are acceptable for this Agreement in compliance with the Uniform Electronic Transactions Act (UETA).

GEORGIA DEPARTMENT OF NATURAL
RESOURCES, COASTAL RESOURCES
DIVISION ("DNR")

Effingham County Board of Commissioners
("Subgrantee")

Name & Title: Doug Haymans, Director

Name:
Title:

**EXHIBIT A
SUBGRANTEE SCOPE OF
WORK**

CIG Full Application: Eric Larson - 24 - Stormwater Master Plan

Linked Pre-Application Form - DO NOT DELETE

24 - Stormwater Master Plan

Project Information

Project Title

24 - Stormwater Master Plan

Applicant (Institution)

Effingham County Board of Commissioners

Project Manager or PI name

Eric Larson

What type of project is this?

Research

Background and Justification

Applicant may maintain the wording from the pre-application. This section may be revised based on Pre-application Review Team feedback provided.

[Click here for instructions](#)

Project Overview

Effingham County is requesting approval for a two-year Coastal Incentive Grant to support the creation of a Stormwater Master Plan. The County currently experiences localized flooding due to factors such as intense rainfall events, multi-jurisdictional outfalls, aging stormwater systems in disrepair, undersized and/or improperly installed systems and rapid growth. A stormwater masterplan would identify areas most susceptible to impacts of flooding, develop long term and short term flood mitigation projects, lessen the impact to the coastal water resources from stormwater runoff and allow the County to continue to develop in a more sustainable manner.

The proposed scope of work for the stormwater master plan will involve the following:

- a. The County will identify drainage basins and high-risk areas susceptible to flooding or stormwater runoff impacts. These areas will be determined through the analysis of GIS data, updated FEMA Flood Insurance Rate Maps (FIRMs), development as-builts, field surveys and assessments, stormwater maintenance logs, stormwater related citizen requests and hydrologic and hydraulic modeling.
- b. Develop a list of short term improvements and long term capital improvement projects utilizing the data collected and H&H modeling. The short term improvements will include maintenance related activities that can be performed immediately to improve drainage concerns with current department funds. Long term capital improvement projects will be prioritized based on key factors such as construction cost, frequent flooding, risk to the public, water quality concerns and project timelines. The projects will include estimated funding requirements and projected timelines. The County recently approved a stormwater feasibility study that will allow for the implementation of a stormwater utility to assist in funding the capital improvement projects identified in the master plan.
- c. Stakeholder and public meetings will be held to review the findings of the current stormwater system and discuss the recommended capital improvement projects. These public outreach events will not only serve as an education opportunity but also allow citizens, business owners and property owners to provide feedback on flooding concerns and stormwater runoff issues. Information collected during the meetings will be evaluated and incorporated into the final long term capital improvement project list.
- d. Effingham's current Stormwater Management Local Design Manual, Post Construction Stormwater Management ordinance and other applicable stormwater standards will be reviewed and updated to reduce stormwater runoff impacts for future developments.

Coastal Management Relevance and other Federal Funding

In 2014, Effingham County was designated as a Municipal Separate Storm Sewer System (MS4). As part of the permit requirements, the County developed a Stormwater Management Plan (SWMP) for program implementation. One of the best management practices (BMP) in the SWMP is to create a map of the County's MS4 control structures. The County's NPDES stormwater permitted area is limited to two urbanized areas in the County. Due to budgetary constraints mapping and condition assessments are limited to these two areas. Thus, an integral component of the project goal is to update the overall County's primary drainage system mosaic mapping. In addition, the County is experiencing rapid growth and urbanization like many communities in the Coastal Nonpoint Source Management Area. If not properly managed, the increase in impervious surfaces can negatively impact coastal ecosystems and resources through increases in volume, discharge rates and quality of stormwater runoff. The County currently has impaired waters on the Georgia Environmental Protection Division 303d list and Total Maximum Daily Load (TMDL) reports must be managed with proposed BMPs to delist and/or meet TMDL requirements. This grant will allow the County to improve the best management practices by expanding the areas of concentration to include all high risk areas that may be located outside of the current permitted areas. This would include identifying and updating control structure inventory, assessing control structures to include criticality ratings, providing public education on stormwater runoff, identifying areas where additional maintenance is needed and improving County development standards and ordinances. The project will also improve flood resilience within the community and reduce stormwater runoff quantity associated with future developments.

Project Goals

The goal of this project is to create a Stormwater Master Plan that will address and mitigate flooding concerns within the County, increase public understanding of stormwater management and improve development standards for sustainable watershed management by reducing the discharge rate, volume and pollutant loads. The project will identify areas with high risk and/or vulnerability for flooding or stormwater runoff impacts, prioritize areas based on risk, catalogue and assess stormwater inventory to provide a comprehensive stormwater system map, perform an H&H model of the stormwater system to identify deficiencies and flooding projections, identify short-term maintenance activities, long-term stormwater control strategies, funding needs and improvement of the existing ordinance and design standards for future development. This project will not only reduce flooding concerns and water runoff impacts but will also likely improve the County's Community Rating System (CRS) flood insurance rating. These goals can be easily attained during a two year timeframe. The Stormwater Master Plan will be incorporated into the County's comprehensive planning.

Task Description - Year 1

Two-year projects must provide separate Task Descriptions for Year 1 and Year 2. Year 1 tasks must not carry over into Year 2. Applicant should describe how the task will be completed, by whom, an anticipated completion date, and what the deliverables will be for that task.

Select number of tasks

3

1. Task Title

Identification of Priority Drainage Areas and High Risk Areas

1. Task Description

The County will collect and analyze data from local zoning maps, GIS data and public domain watershed information including LIDAR topography, stormwater maps, as-builts, citizen calls and maintenance records.

1. Task Deliverables

Deliverables will include a report identifying GIS data obtained, maps, maintenance logs, resident logs, and meeting minutes.

1. Anticipated date of completion

12/31/2021

2. Task Title

Inventory and Assessment Analysis

2. Task Description

Analyze the compiled data to determine additional field survey needs for potential missing inventory and inventory assessments. Inventory assessments will include criticality ratings and all additional data will be incorporated into the current GIS platform.

2. Task Deliverables

Deliverables will include a report documenting structures inventoried, structures assessed and updated GIS data.

2. Anticipated date of completion

05/31/2022

3. Task Title

Stormwater System Hydrologic and Hydraulic Modeling

3. Task Description

Create a stormwater model of the County's primary existing stormwater basins and primary drainage systems to identify the current system capacity, deficient stormwater systems and high risk areas.

3. Task Deliverables

Deliverables will include a complete H&H report of the primary drainage system identifying deficiencies and flood prone areas.

3. Anticipated date of completion

09/30/2022

Is this a 2 year project?

Yes

2 Year Projects

Select number of tasks

4

1. Task Title

Identification of Improvement Projects

1. Task Description

The County will identify capital improvement projects necessary to address drainage system deficiencies identified during the modeling. This will include descriptions of the improvements, project priority, conceptual plans, costs of improvements and projected maintenance costs. Funding availability will also be evaluated to determine project timeframes and additional funding options available. The short term improvements will include maintenance related activities that can be performed immediately to improve drainage concerns. Long term capital improvement projects will be prioritized based on key factors such as construction cost, frequent flooding, risk to the public, water quality concerns and project timelines. The County will consult with the Coastal Resources Division on the project recommendations during this task phase.

1. Task Deliverables

Deliverables will include summaries of recommended capital improvement projects.

1. Anticipated date of completion

04/30/2023

2. Task Title

Development Control Standards

2. Task Description

The current design standards and ordinances will be evaluated and further refined to enhance the stormwater runoff control and effectively manage future stormwater quantity and quality impacts in the County. This task will include review of documents such as the Georgia Stormwater Management Manual, Coastal Stormwater Supplement, Green Growth Guidelines and Pollution Prevention Guidebook for guidance on necessary improvements to the current design standards and ordinances.

2. Task Deliverables

Deliverables will include updated design standards and County ordinances.

2. Anticipated date of completion

05/31/2023

3. Task Title

Public & Stakeholder Meeting

3. Task Description

A public meeting will be held to discuss what a comprehensive stormwater masterplan is and how it benefits the community. The recommended capital projects, estimated cost, projected timeline and recommended standards for future development will be reviewed and citizens will be allowed to ask questions and provide feedback on the recommendations.

Task 3 Deliverables: Meeting exhibits, attendance log and meeting minutes.

3. Task Deliverables

Meeting exhibits, attendance log and meeting minutes.

3. Anticipated date of completion

05/31/2023

4. Task Title

Stormwater Masterplan Compilation and Adoption

4. Task Description

Compilation of a Stormwater Master Plan utilizing the identified improvement needs and citizen feedback for final presentation and adoption by the County.

4. Task Deliverables

: Completed Stormwater Master Plan report identifying areas of concern, capital improvement projects, and updated design standards and ordinances.

4. Anticipated date of completion

09/30/2023

Communications

Applicant must describe a plan for outreach and information dissemination to convey project results, impacts and benefits to coastal managers and/or the general coastal public, and specifically describe the groups targeted and estimated numbers of people to be reached. See application instructions for more information.

What type of outreach plan is this?

Education Activities

Please describe.

The County will conduct public outreach events to educate the public on proper stormwater management and provide the public with the opportunity to voice their concerns and offer suggestions. This will be accomplished in conjunction with the County's Stormwater Management Plan Public Education Program. Some of the planned outreach activities that will be conducted include the following:

- Public stakeholder meetings will be conducted as part of Year 2 Task 3 of the project to allow citizen's to provide their concerns and ask questions regarding potential projects.
- A public stormwater presentation will be conducted to educate the public on how pollution impacts the storm system. Brochures will also be provided and be placed at the County's office.
- The County's Local Stormwater Advisory Committee will review the potential projects and citizen feedback to provide suggestions for inclusion in the Stormwater Master Plan.
- Once completed, the Stormwater Master Plan will be presented in a public meeting for final approval.

Project Timeline and Milestones

Develop a timeline and milestones for each year of the project. The Georgia Coastal Management Program will use this information to track project progress.

Describe your Timeline and Milestones

Please see the attached timeline and milestones document for details on project task scheduling.

If you would like to upload a table or spreadsheet of your Timeline and Milestones, please do so here.

EffinghamCounty Project Timeline and Milestones.docx

Project Management

Describe how the proposed project will be managed. List all persons directly employed by the applicant who will be involved in the project, along with their level of involvement. List project partners and describe any volunteer participation. Letters of support or commitment are only required for partners providing in-kind services and/or match funding, as well as for those directly listed in the Coastal Management Relevance section.

Project Management

The project will be managed by Assistant County Manager, Eric Larson. Mr. Larson is a licensed civil engineer, a Certified Professional in Storm Water Quality, a Certified Planner by the American Institute of Certified Planners, and a Certified Floodplain Manager by the American Society of Floodplain Manager. He will manage project consultants, coordinate meetings and the transfer of information with the consultants and County staff, ensure project timelines are maintained, manage project expenses and review deliverables.

Additional personnel assigned to the project include Planning and Zoning Manager Teresa Concannon and GIS Technician Danny Frazier. Ms. Concannon will provide assistance during Year 1 Task 1 by providing zoning maps and as-built data and Year 2 Task 2 by assisting with ordinance updates. Mr. Frazier will provide assistance during Year 1 Task 1 and 2 by reviewing current GIS data and updating the GIS platform with new stormwater inventory and assessment information.

EOM Operations currently provides all public works operations and maintenance services, civil engineering site plan review and capital project management, MS4 inspections and reporting, and watershed protection plan long term monitoring. EOM will provide assistance during Year 1 Task 1 by providing repair and maintenance activities, citizen storm drainage concerns and providing a list of areas of concern. It is anticipated that EOM will perform field survey needs as identified in Year 1 Task 2. EOM will provide assistance during Year 2 Task 1, 2 and 3 items.

Project Consultant: The County will contract with an engineering consultant to perform the stormwater system hydrologic and hydraulic modeling, identification and conceptual plans for improvements, public and stakeholder meeting, and final compilation of the Stormwater Master Plan.

Letters of Support can be uploaded in the Final Section of this Application.

Budget Narrative - Year 1

In the budget narrative, describe each budget category as indicated in the Application Instructions and provide enough detail to show cost relationship to project tasks. Be sure to specify if match is Cash or In-Kind.

Personnel

Personnel - In Kind

1. Eric Larson, PE, AICP, CFM, CPSWQ - Assistant County Manager
 - a. Responsibilities: Project management of the project.
 - b. Rate: \$62.41/Hour
 - c. Estimated 120 Hours
 - d. \$7,489.20
2. Teresa Concannon, AICP - Planning and Zoning Manager
 - a. Responsibilities: Data compilation of zoning maps and as-builts.
 - b. Rate: \$34.11/Hour
 - c. Estimated 80 Hours
 - d. \$2,728.80
3. Danny Frazier, GIS Technician
 - a. Responsibilities: Updating GIS with new stormwater inventory and assessment information.
 - b. Rate: \$24.33/Hour
 - c. Estimated 200 Hours
 - d. \$4,866.00

Fringe Benefits

Fringe Benefits - In Kind

Fringe benefits consist of health insurance, life insurance, payroll taxes, retirement, workmen's compensation and unemployment benefits. The current fringe benefit rates are 38% of the employee's salary. \$5,731.92

Equipment (Items with cost > \$5,000)

N/A

Travel

N/A

Supplies (< \$5,000)

1. Samsung Galaxy Tab S7 5G
 - a. Field inventory collection device
 - b. Tablet - \$849.99
 - c. OtterBox Case - \$89.99
 - d. Total - \$939.98
2. Samsung Galaxy Tab S7 5G
 - a. Field inventory collection device
 - b. Tablet - \$849.99
 - c. OtterBox Case - \$89.99
 - d. Total - \$939.98
3. Verbatim 8GB USB Flash Drive
 - a. Data storage
 - b. \$14.00

Subcontracts

1. EOM Operations Senior Professional Engineer
 - a. Responsibilities: Assistance identifying priority drainage areas and high risk areas
 - b. Rate: \$150.00/Hour
 - c. Estimated 16 Hours
 - d. \$2,400.00
2. EOM Operations Project Manager
 - a. Responsibilities: Assistance identifying priority drainage and high risk areas and assistance with inventory and assessment analysis.
 - b. Rate: \$110.00/Hour
 - c. Estimated 80 Hours
 - d. \$8,800.00
3. EOM Operations Utility Locator
 - a. Responsibilities: Inventory field survey needs.
 - b. Rate: \$70.00/Hour
 - c. Estimated 480 Hours
 - d. \$33,600
4. Consultant – To be determined
 - a. Responsibilities: Stormwater System Hydrologic and Hydraulic Modeling
 - b. \$92,000

Construction

N/A

Other

Other – In Kind

Map printing and document reproduction \$500

Indirect (Facility and Administrative) Costs

N/A

Budget Narrative - Year 2

Personnel

Personnel – In Kind

1. Eric Larson, PE, AICP, CFM, CPSWQ - Assistant County Manager
 - a. Responsibilities: Project management of the project.
 - b. Rate: \$62.41/Hour
 - c. Estimated 240 Hours
 - d. \$14,978.40
2. Teresa Concannon, AICP - Planning and Zoning Manager
 - a. Responsibilities: Assistance with ordinance updates
 - b. Rate: \$34.11/Hour
 - c. Estimated 80 Hours
 - d. \$2,728.80

Fringe Benefits

Fringe Benefits – In Kind

Fringe benefits consist of health insurance, life insurance, payroll taxes, retirement, workmen's compensation and unemployment benefits. The current fringe benefit rates are 38% of the employee's salary. \$6,728.74

Equipment (Items with cost > \$5,000)

N/A

Travel

N/A

Supplies (< \$5,000)

N/A

Subcontracts

1. EOM Operations Senior Professional Engineer
 - a. Responsibilities: Assistance with County ordinance and design standards updates
 - b. Rate: \$150.00/Hour
 - c. Estimated 40 Hours
 - d. \$6,000.00
2. EOM Operations Professional Engineer
 - a. Responsibilities: Assistance with County ordinance and design standards updates
 - b. Rate: \$120.00/Hour
 - c. Estimated 40 hours
 - d. \$4,800.00
3. Consultant – To be determined
 - a. Responsibilities: Identification and conceptual plans for improvements, public and stakeholder meeting and final compilation of the Stormwater Master Plan.
 - b. \$125,000.00

Construction

N/A

Other

Other – In Kind

Brochures and document reproduction \$275

Indirect (Facility and Administrative) Costs

N/A

Supplemental Information**Upload Certification Form**

EffinghamCounty Certifications Form.pdf

Upload Match/In-kind Letter of Support

Upload Referenced Plans

Upload Federally Negotiated Indirect Cost Rate Agreement

Upload Authorizing Resolution

EffinghamCounty Authorizing Resolution Form.pdf

Upload 306A Project Questionnaire

Upload Title Opinion Or Certification of Real Property Ownership

Upload Copy of Historic Preservation Division review request letter and response

Upload copy of U.S. Fish and Wildlife Service review request letter and response

Upload Site Maps

Upload Site Plans

Additional File Upload

EffinghamCounty CIG Full Application.docx

Additional File Upload

Additional File Upload

Additional File Upload

Additional File Upload

I certify that the Authorizing Official has approved this submission.

Yes

Name of Authorizing Official

Wesley M. Corbitt

Title of Authorizing Official

Chairman, ECBOC

Email of Authorizing Official

wcorbitt@effinghamcounty.org

CIG Full Application: File Attachments

If you would like to upload a table or spreadsheet of your Timeline and Milestones, please do so here.

EffinghamCounty Project Timeline and Milestones.docx

Upload Certification Form

EffinghamCounty Certifications Form.pdf

Upload Authorizing Resolution

EffinghamCounty Authorizing Resolution Form.pdf

Additional File Upload

EffinghamCounty CIG Full Application.docx

CIG Budget: Stormwater Master Plan

Name	Attachments
Stormwater Master Plan	No
Linked Pre-Application Form - DO NOT DELETE 24 - Stormwater Master Plan	
Linked Full Application Eric Larson - 24 - Stormwater Master Plan	
Project Title Stormwater Master Plan	

Budget Categories - Year 1

Personnel

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$15,084.00

Total for Personnel (Federal and Non-Federal)

15084

Fringe Benefits

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$5,731.92

Total for Fringe Benefits (Federal and Non-Federal)

5731.92

Equipment (Items >\$5,000)

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Equipment (Federal and Non-Federal)

Travel

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Travel (Federal and Non-Federal)

Supplies (Items <\$5,000)**CIG Funds Requested (Federal)**

\$0.00

Match Funds Provided (Non-Federal)

\$1,893.96

Total for Supplies (Federal and Non-Federal)

1893.96

Subcontract**CIG Funds Requested (Federal)**

\$80,000.00

Match Funds Provided (Non-Federal)

\$56,800.00

Total for Subcontract (Federal and Non-Federal)

136800

Construction**CIG Funds Requested (Federal)**

\$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Construction (Federal and Non-Federal)

Other**CIG Funds Requested (Federal)**

\$0.00

Match Funds Provided (Non-Federal)

\$500.00

Total for Other (Federal and Non-Federal)

500

Indirect**CIG Funds Requested (Federal)**

\$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Indirect (Federal and Non-Federal)

Total CIG Funds Requested (Federal) - Year 1

80000

Total Match Funds Provided (Non-Federal) - Year 1

80009.88

Total (Federal and Non-Federal) - Year 1

160009.88

Is this a 2 Year Project?

Yes

Budget Categories - Year 2

Personnel

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$17,707.20

Total for Personnel (Federal and Non-Federal)

17707.2

Fringe Benefits

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$6,728.74

Total for Fringe Benefits (Federal and Non-Federal)

6728.74

Equipment (Items >\$5,000)

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Equipment (Federal and Non-Federal)

Travel

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Travel (Federal and Non-Federal)

Supplies (Items <\$5,000)

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Supplies (Federal and Non-Federal)

Subcontract

CIG Funds Requested (Federal)

\$80,000.00

Match Funds Provided (Non-Federal)

\$55,800.00

Total for Subcontract (Federal and Non-Federal)

135800

Construction

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Construction (Federal and Non-Federal)

Other

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$275.00

Total for Other (Federal and Non-Federal)

275

Indirect

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Indirect (Federal and Non-Federal)

Total CIG Funds Requested (Federal) - Year 2

80000

Total Match Funds Provided (Non-Federal) - Year 2

80510.94

Total (Federal and Non-Federal) - Year 2

160510.94

I certify that the Authorizing Official has approved this submission.

Yes

Name of Fiscal Agent

Christy Carpenter

Title of Fiscal Agent

Finance Director

Email of Fiscal Agent

ccarpenter@effinghamcounty.org

Effingham County Project Timeline and Milestones

Task		Activities	Start Date	Completion Date
1	Identification of Priority Drainage Areas & High Risk Areas	Kickoff Meeting	10/04/2021	10/04/2021
		Collect Existing Data	10/04/2021	11/30/2021
		Analyze data to identify priority drainage and high risk areas	12/01/2021	12/31/2021
2	Inventory and Assessment Analysis	Analyze data to identify additional surveying needs.	1/1/2022	1/15/2022
		Field Surveying	1/16/2022	4/30/2022
		Assessment of field surveying data	5/1/2022	5/31/2022
3	Stormwater System Hydrologic and Hydraulic Modeling	Create an H&H model based on collected data	6/1/2022	9/30/2022
4	Identification of Improvement Projects	Analysis of model and collected data and creation of improvement projects	10/1/2022	2/28/2023
		Internal stakeholder meeting to review identified improvement projects	3/01/2023	3/01/2023
		Updates to the improvement projects following stakeholder meeting.	3/02/2023	4/30/2023
5	Development Control Standards	Review of guidance documents and current ordinances and design standards	1/1/2023	3/30/2023
		Updates and additions to current ordinances and design standards	4/1/2023	5/31/2023
6	Public Stakeholder Meeting	Meeting with stakeholders and public to educate and get input on the Stormwater Master Plan	5/1/2023	5/1/2023
7	Stormwater Master Plan Compilation and Adoption	Compilation of the Stormwater Master Plan draft	5/2/2023	6/30/2023
		Review of the Stormwater Master Plan draft	7/1/2023	7/30/2023
		Modifications and creation of the final Stormwater Master Plan document	8/1/2023	9/30/2023

GEORGIA COASTAL INCENTIVE GRANT 2021-2022 FY CYCLE 24
CIG CERTIFICATIONS FORM

On behalf of Effingham County Board of Commissioners

(Applicant)

and in support
of I certify that: Stormwater Master Plan

(Project Name)

1. no person shall be discriminated against based on race, color, sex, religion, national origin, age, or physical or mental handicap for any program, activity, or facility sponsored, operated, or constructed under the grant project;
2. all project activities will be conducted in a manner that is consistent with the mission, goals, and policies of the Georgia Coastal Management Program;
3. any user fees charged to the public for use or participation in any program, activity, or facility sponsored, operated, or constructed under the grant project will not be so large as to be exclusionary;
4. any facility or on-going service or program included as a component of this proposed project will be maintained as part of the community's infrastructure for a reasonable length of time after grant money is no longer available;
5. no protected or endangered species or historic or cultural resource will be adversely impacted;
6. all necessary local, state, and federal permits will be obtained before commencing work;
7. Applicant will not hold the State of Georgia liable for any injuries or damage that may result from activities conducted under projects funded by Coastal Incentive Grants;
8. Applicant (governmental organization) will comply with 2 CFR 200 Uniform Guidance: *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*; and 48 CFR 31.2 (as applicable);
9. Applicant (educational institution) will comply with 2 CFR 200 Uniform Guidance: *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*; and 48 CFR 31.2 (as applicable);
10. Applicant will comply with any other provisions of statutory law that apply to receiving funds;
11. Applicant has reported all sources of funding for completing this project and certifies that completion is not dependent on future funding from another source;
12. All other sources for funding for the project have been disclosed, and that Applicant will notify the Georgia Coastal Management Program of any awards of additional funding from other sources during the duration of this project;
13. Applicant will adhere to the reporting requirements outlined in the RFP and will submit required status reports in a timely manner, to the Georgia Coastal Management Program. Failure to comply with the reporting requirements of the Coastal Incentive Grants Program may result in revocation of the Applicant's funding.

Wesley M. Corbitt
Typed Name

Chairman
Title

Wesley M. Corbitt
Signature

11/18/2020
Date

Budget (Year 1)

Budget Categories	CIG Funds Requested (Federal)	Match Funds Provided (Non-Federal)	Total (Federal + Non-Federal)
Personnel		\$24,228.00	
Fringe Benefits		\$8,242.00	
Equipment (Items > \$5,000)		\$4,000.00	
Travel			
Supplies (Items < \$5,000)		\$2,500.00	
Subcontract	\$80,000.00	\$41,030.00	\$160,000.00
Construction			
Other			
Indirect			
TOTAL	\$80,000.00	\$80,000.00	\$160,000.00

Budget Year 2 (if applicable)

Budget Categories	CIG Funds Requested (Federal)	Match Funds Provided (Non-Federal)	Total (Federal + Non-Federal)
Personnel		\$18,172.00	
Fringe Benefits		\$6,178.00	
Equipment (Items > \$5,000)			
Travel			
Supplies (Items < \$5,000)		\$4,000.00	
Subcontract	\$80,000.00	\$51,650.00	\$160,000.00
Construction			
Other			
Indirect			
TOTAL	\$80,000.00	\$80,000.00	\$160,000.00

RESOLUTION OF EFFINGHAM COUNTY BOARD OF COMMISSIONERS TO APPLY FOR A COASTAL INCENTIVE GRANT AND COMMIT UPON AWARD OF THE GRANT TO ENTER INTO A PROJECT AGREEMENT WITH THE GEORGIA DEPARTMENT OF NATURAL RESOURCES COASTAL RESOURCES DIVISION.

WHEREAS, the goals of the Stormwater Master Plan are to address and mitigate flooding concerns, increase public understanding of stormwater management and improve development standards.

WHEREAS, the mission of the Coastal Incentive Grant as a part of the Georgia Coastal Management Program is consistent with the goals of the Effingham County Stormwater Management Program, and

WHEREAS, Effingham County is desirous of obtaining a Georgia Department of Natural Resources Coastal Incentive Grant for the creation of a Stormwater Master Plan.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of Effingham County,


Does hereby authorize staff to apply for a Coastal Incentive Grant through the Georgia Department of Natural Resources Coast Resources Division. Upon award of the grant, the Board of Commissioners shall enter into a Project Agreement between the Board of Commissioners and Georgia Department of Natural Resources Coastal Resources Division.

Adopted, the 10th day of February, 2021.

BOARD OF COMMISSIONERS
EFFINGHAM COUNTY



Wesley M. Corbitt, Chairman

Attest: 

Stephanie D. Johnson, County Clerk

Effingham County Stormwater Master Plan CIG Full Application

Project Overview

Effingham County is requesting approval for a two-year Coastal Incentive Grant to support the creation of a Stormwater Master Plan. The County currently experiences localized flooding due to factors such as intense rainfall events, multi-jurisdictional outfalls, aging stormwater systems in disrepair, undersized and/or improperly installed systems and rapid growth. A stormwater masterplan would identify areas most susceptible to impacts of flooding, develop long term and short term flood mitigation projects, lessen the impact to the coastal water resources from stormwater runoff and allow the County to continue to develop in a more sustainable manner.

The proposed scope of work for the stormwater master plan will involve the following:

- a. The County will identify drainage basins and high-risk areas susceptible to flooding or stormwater runoff impacts. These areas will be determined through the analysis of GIS data, updated FEMA Flood Insurance Rate Maps (FIRMs), development as-builts, field surveys and assessments, stormwater maintenance logs, stormwater related citizen requests and hydrologic and hydraulic modeling.
- b. Develop a list of short term improvements and long term capital improvement projects utilizing the data collected and H&H modeling. The short term improvements will include maintenance related activities that can be performed immediately to improve drainage concerns with current department funds. Long term capital improvement projects will be prioritized based on key factors such as construction cost, frequent flooding, risk to the public, water quality concerns and project timelines. The projects will include estimated funding requirements and projected timelines. The County recently approved a stormwater feasibility study that will allow for the implementation of a stormwater utility to assist in funding the capital improvement projects identified in the master plan.
- c. Stakeholder and public meetings will be held to review the findings of the current stormwater system and discuss the recommended capital improvement projects. These public outreach events will not only serve as an education opportunity but also allow citizens, business owners and property owners to provide feedback on flooding concerns and stormwater runoff issues. Information collected during the meetings will be evaluated and incorporated into the final long term capital improvement project list.
- d. Effingham's current Stormwater Management Local Design Manual, Post Construction Stormwater Management ordinance and other applicable stormwater standards will be reviewed and updated to reduce stormwater runoff impacts for future developments.

Coastal Management Relevance and other Federal Funding

In 2014, Effingham County was designated as a Municipal Separate Storm Sewer System (MS4). As part of the permit requirements, the County developed a Stormwater Management Plan (SWMP) for

program implementation. One of the best management practices (BMP) in the SWMP is to create a map of the County's MS4 control structures. The County's NPDES stormwater permitted area is limited to two urbanized areas in the County. Due to budgetary constraints mapping and condition assessments are limited to these two areas. Thus, an integral component of the project goal is to update the overall County's primary drainage system mosaic mapping. In addition, the County is experiencing rapid growth and urbanization like many communities in the Coastal Nonpoint Source Management Area. If not properly managed, the increase in impervious surfaces can negatively impact coastal ecosystems and resources through increases in volume, discharge rates and quality of stormwater runoff. The County currently has impaired waters on the Georgia Environmental Protection Division 303d list and Total Maximum Daily Load (TMDL) reports must be managed with proposed BMPs to delist and/or meet TMDL requirements. This grant will allow the County to improve the best management practices by expanding the areas of concentration to include all high risk areas that may be located outside of the current permitted areas. This would include identifying and updating control structure inventory, assessing control structures to include criticality ratings, providing public education on stormwater runoff, identifying areas where additional maintenance is needed and improving County development standards and ordinances. The project will also improve flood resilience within the community and reduce stormwater runoff quantity associated with future developments.

Project Goals

The goal of this project is to create a Stormwater Master Plan that will address and mitigate flooding concerns within the County, increase public understanding of stormwater management and improve development standards for sustainable watershed management by reducing the discharge rate, volume and pollutant loads. The project will identify areas with high risk and/or vulnerability for flooding or stormwater runoff impacts, prioritize areas based on risk, catalogue and assess stormwater inventory to provide a comprehensive stormwater system map, perform an H&H model of the stormwater system to identify deficiencies and flooding projections, identify short-term maintenance activities, long-term stormwater control strategies, funding needs and improvement of the existing ordinance and design standards for future development. This project will not only reduce flooding concerns and water runoff impacts but will also likely improve the County's Community Rating System (CRS) flood insurance rating. These goals can be easily attained during a two year timeframe. The Stormwater Master Plan will be incorporated into the County's comprehensive planning.

Task Objectives – Year 1

Task 1: Identification of Priority Drainage Areas and High Risk Areas

Task 1 Description: The County will collect and analyze data from local zoning maps, GIS data and public domain watershed information including LIDAR topography, stormwater maps, as-builts, citizen calls and maintenance records.

Task 1 Deliverables: Deliverables will include a report identifying GIS data obtained, maps, maintenance logs, resident logs, and meeting minutes.

Task 1 Anticipated Completion Date: December 31st, 2021

Task 2: Inventory and Assessment Analysis

Task 2 Description: Analyze the compiled data to determine additional field survey needs for potential missing inventory and inventory assessments. Inventory assessments will include criticality ratings and all additional data will be incorporated into the current GIS platform.

Task 2 Deliverables: Deliverables will include a report documenting structures inventoried, structures assessed and updated GIS data.

Task 2 Anticipated Completion Date: May 31st, 2022

Task 3: Stormwater System Hydrologic and Hydraulic Modeling

Task 3 Description: Create a stormwater model of the County's primary existing stormwater basins and primary drainage systems to identify the current system capacity, deficient stormwater systems and high risk areas.

Task 3 Deliverables: Deliverables will include a complete H&H report of the primary drainage system identifying deficiencies and flood prone areas.

Task 3 Anticipated Completion Date: September 30th, 2022

Task Objectives – Year 2

Task 1: Identification of Improvement Projects

Task 1 Description: The County will identify capital improvement projects necessary to address drainage system deficiencies identified during the modeling. This will include descriptions of the improvements, project priority, conceptual plans, costs of improvements and projected maintenance costs. Funding availability will also be evaluated to determine project timeframes and additional funding options available. The short term improvements will include maintenance related activities that can be performed immediately to improve drainage concerns. Long term capital improvement projects will be prioritized based on key factors such as construction cost, frequent flooding, risk to the public, water quality concerns and project timelines. The County will consult with the Coastal Resources Division on the project recommendations during this task phase.

Task 1 Deliverables: Deliverables will include summaries of recommended capital improvement projects.

Task 1 Anticipated Completion Date: April 30th, 2023

Task 2: Development Control Standards

Task 2 Description: The current design standards and ordinances will be evaluated and further refined to enhance the stormwater runoff control and effectively manage future stormwater quantity and quality impacts in the County. This task will include review of documents such as the Georgia Stormwater Management Manual, Coastal Stormwater Supplement, Green Growth Guidelines and Pollution Prevention Guidebook for guidance on necessary improvements to the current design standards and ordinances.

Task 2 Deliverables: Deliverables will include updated design standards and County ordinances.

Task 2 Anticipated Completion Date: May 31st 2023

Task 3: Public & Stakeholder Meeting

Task 3 Description: A public meeting will be held to discuss what a comprehensive stormwater masterplan is and how it benefits the community. The recommended capital projects, estimated cost, projected timeline and recommended standards for future development will be reviewed and citizens will be allowed to ask questions and provide feedback on the recommendations.

Task 3 Deliverables: Meeting exhibits, attendance log and meeting minutes.

Task 3 Anticipated Completion Date: May 31st, 2023

Task 4: Stormwater Masterplan Compilation and Adoption

Task 4 Description: Compilation of a Stormwater Master Plan utilizing the identified improvement needs and citizen feedback for final presentation and adoption by the County.

Task 4 Deliverables: Completed Stormwater Master Plan report identifying areas of concern, capital improvement projects, and updated design standards and ordinances.

Task 4 Anticipated Completion Date: September 30th, 2023

Communications – Educational Activities

The County will conduct public outreach events to educate the public on proper stormwater management and provide the public with the opportunity to voice their concerns and offer suggestions. This will be accomplished in conjunction with the County's Stormwater Management Plan Public Education Program. Some of the planned outreach activities that will be conducted include the following:

- Public stakeholder meetings will be conducted as part of Year 2 Task 3 of the project to allow citizen's to provide their concerns and ask questions regarding potential projects.
- A public stormwater presentation will be conducted to educate the public on how pollution impacts the storm system. Brochures will also be provided and be placed at the County's office.
- The County's Local Stormwater Advisory Committee will review the potential projects and citizen feedback to provide suggestions for inclusion in the Stormwater Master Plan.
- Once completed, the Stormwater Master Plan will be presented in a public meeting for final approval.

Project Timeline and Milestones

Task		Activities	Start Date	Completion Date
1	Identification of Priority Drainage Areas & High Risk Areas	Kickoff Meeting	10/04/2021	10/04/2021
		Collect Existing Data	10/04/2021	11/30/2021
		Analyze data to identify priority drainage and high risk areas	12/01/2021	12/31/2021
2	Inventory and Assessment Analysis	Analyze data to identify additional surveying needs.	1/1/2022	1/15/2022
		Field Surveying	1/16/2022	4/30/2022
		Assessment of field surveying data	5/1/2022	5/31/2022
3	Stormwater System Hydrologic and Hydraulic Modeling	Create an H&H model based on collected data	6/1/2022	9/30/2022
4	Identification of Improvement Projects	Analysis of model and collected data and creation of improvement projects	10/1/2022	2/28/2023
		Internal stakeholder meeting to review identified improvement projects	3/01/2023	3/01/2023
		Updates to the improvement projects following stakeholder meeting.	3/02/2023	4/30/2023
5	Development Control Standards	Review of guidance documents and current ordinances and design standards	1/1/2023	3/30/2023
		Updates and additions to current ordinances and design standards	4/1/2023	5/31/2023
6	Public Stakeholder Meeting	Meeting with stakeholders and public to educate and get input on the Stormwater Master Plan	5/1/2023	5/1/2023
7	Stormwater Master Plan Compilation and Adoption	Compilation of the Stormwater Master Plan draft	5/2/2023	6/30/2023
		Review of the Stormwater Master Plan draft	7/1/2023	7/30/2023
		Modifications and creation of the final Stormwater Master Plan document	8/1/2023	9/30/2023

Project Management

The project will be managed by Assistant County Manager, Eric Larson. Mr. Larson is a licensed civil engineer, a Certified Professional in Storm Water Quality, a Certified Planner by the American Institute of Certified Planners, and a Certified Floodplain Manager by the American Society of Floodplain Manager. He will manage project consultants, coordinate meetings and the transfer of information with the consultants and County staff, ensure project timelines are maintained, manage project expenses and review deliverables.

Additional personnel assigned to the project include Planning and Zoning Manager Teresa Concannon and GIS Technician Danny Frazier. Ms. Concannon will provide assistance during Year 1 Task 1 by providing zoning maps and as-built data and Year 2 Task 2 by assisting with ordinance updates. Mr. Frazier will provide assistance during Year 1 Task 1 and 2 by reviewing current GIS data and updating the GIS platform with new stormwater inventory and assessment information.

EOM Operations currently provides all public works operations and maintenance services, civil engineering site plan review and capital project management, MS4 inspections and reporting, and watershed protection plan long term monitoring. EOM will provide assistance during Year 1 Task 1 by providing repair and maintenance activities, citizen storm drainage concerns and providing a list of areas of concern. It is anticipated that EOM will perform field survey needs as identified in Year 1 Task 2. EOM will provide assistance during Year 2 Task 1, 2 and 3 items.

Project Consultant: The County will contract with an engineering consultant to perform the stormwater system hydrologic and hydraulic modeling, identification and conceptual plans for improvements, public and stakeholder meeting, and final compilation of the Stormwater Master Plan.

Budget Narrative Year 1

Personnel – In Kind

1. Eric Larson, PE, AICP, CFM, CPSWQ - Assistant County Manager
 - a. Responsibilities: Project management of the project.
 - b. Rate: \$62.41/Hour
 - c. Estimated 120 Hours
 - d. \$7,489.20
2. Teresa Concannon, AICP - Planning and Zoning Manager
 - a. Responsibilities: Data compilation of zoning maps and as-builts.
 - b. Rate: \$34.11/Hour
 - c. Estimated 80 Hours
 - d. \$2,728.80
3. Danny Frazier, GIS Technician
 - a. Responsibilities: Updating GIS with new stormwater inventory and assessment information.
 - b. Rate: \$24.33/Hour
 - c. Estimated 200 Hours
 - d. \$4,866.00

Fringe Benefits – In Kind

Fringe benefits consist of health insurance, life insurance, payroll taxes, retirement, workmen's compensation and unemployment benefits. The current fringe benefit rates are 38% of the employee's salary. \$5,731.92

Equipment

None

Travel

None

Supplies

1. Samsung Galaxy Tab S7 5G
 - a. Field inventory collection device
 - b. Tablet - \$849.99
 - c. OtterBox Case - \$89.99
 - d. Total - \$939.98
2. Samsung Galaxy Tab S7 5G
 - a. Field inventory collection device
 - b. Tablet - \$849.99
 - c. OtterBox Case - \$89.99
 - d. Total - \$939.98
3. Verbatim 8GB USB Flash Drive
 - a. Data storage
 - b. \$14.00

Subcontracts

1. EOM Operations Senior Professional Engineer
 - a. Responsibilities: Assistance identifying priority drainage areas and high risk areas
 - b. Rate: \$150.00/Hour
 - c. Estimated 16 Hours
 - d. \$2,400.00
2. EOM Operations Project Manager
 - a. Responsibilities: Assistance identifying priority drainage and high risk areas and assistance with inventory and assessment analysis.
 - b. Rate: \$110.00/Hour
 - c. Estimated 80 Hours
 - d. \$8,800.00
3. EOM Operations Utility Locator
 - a. Responsibilities: Inventory field survey needs.
 - b. Rate: \$70.00/Hour
 - c. Estimated 480 Hours
 - d. \$33,600
4. Consultant – To be determined
 - a. Responsibilities: Stormwater System Hydrologic and Hydraulic Modeling
 - b. \$92,000

Other – In Kind

Map printing and document reproduction \$500

Budget Category	CIG Request	Match Provided	Total
Personnel		\$15,084.00 (in kind)	\$15,084.00
Fringe		\$5,731.92 (in kind)	\$5,731.92
Equipment			
Travel			
Supplies		\$1,893.96	\$1,893.96
Subcontract	\$80,000.00	\$56,800.00	\$136,800.00
Construction			
Other		\$500.00 (in kind)	\$500.00
Indirect (%)			
TOTAL	\$80,000.00	\$80,009.88	\$160,009.88

Budget Narrative Year 2

Personnel – In Kind

1. Eric Larson, PE, AICP, CFM, CPSWQ - Assistant County Manager
 - a. Responsibilities: Project management of the project.
 - b. Rate: \$62.41/Hour
 - c. Estimated 240 Hours
 - d. \$14,978.40
2. Teresa Concannon, AICP - Planning and Zoning Manager
 - a. Responsibilities: Assistance with ordinance updates
 - b. Rate: \$34.11/Hour
 - c. Estimated 80 Hours
 - d. \$2,728.80

Fringe Benefits – In Kind

Fringe benefits consist of health insurance, life insurance, payroll taxes, retirement, workmen's compensation and unemployment benefits. The current fringe benefit rates are 38% of the employee's salary. \$6,728.74

Equipment

None

Travel

None

Supplies

None

Subcontracts

1. EOM Operations Senior Professional Engineer
 - a. Responsibilities: Assistance with County ordinance and design standards updates
 - b. Rate: \$150.00/Hour
 - c. Estimated 40 Hours
 - d. \$6,000.00
2. EOM Operations Professional Engineer
 - a. Responsibilities: Assistance with County ordinance and design standards updates
 - b. Rate: \$120.00/Hour
 - c. Estimated 40 hours
 - d. \$4,800.00
3. Consultant – To be determined
 - a. Responsibilities: Identification and conceptual plans for improvements, public and stakeholder meeting and final compilation of the Stormwater Master Plan.
 - b. \$125,000.00

Other – In Kind

Brochures and document reproduction \$275

Budget Category	CIG Request	Match Provided	Total
Personnel		\$17,707.20 (in kind)	\$17,707.20
Fringe		\$6,728.74 (in kind)	\$6,728.74
Equipment			
Travel			
Supplies			
Subcontract	\$80,000.00	\$55,800.00	\$135,800.00
Construction			
Other		\$275.00 (in kind)	\$275.00
Indirect (%)			
TOTAL	\$80,000.00	\$80,510.94	\$160,510.94