

STAFF REPORT REGULAR MEETING

AGENDA DATE: September 19, 2023

DEPARTMENT: Leisure Services

TITLE:

Community Development Block Grant Project Agreement Amendment 002 for Harold Grimes Memorial Park Improvements Phase I

SUMMARY:

Palm Beach County entered into Agreement R2021-1533 with the City to provide \$274,506 in Community Development Block Grant (CDBG) funds for Phase I of the Memorial Park Improvements project. Amendment 002 will extend the performance requirement of the City to submit for 100% reimbursement of CDBG funding from the County to October 31, 2023.

BACKGROUND AND JUSTIFICATION:

Palm Beach County and the City entered into an Agreement R2021-1533, effective October 1, 2021, to provide CDBG funds for the Harold Grimes Memorial Park Improvements Phase I Improvements project. The terms of the Agreement allowed for completion of the construction improvements and closeout of the project by December 31, 2022.

Amendment 001 (R2023-0308) to the Agreement extended the project completion and close-out date to July 15, 2023. This amendment was necessary to provide the City with sufficient time for the milling and resurfacing of the parking area in Memorial Park, and thereby remain in compliance with the terms and conditions of the Agreement. No additional funding was required for the project.

The City has completed the project scope of work in a timely manner. However, there were difficulties encountered in securing the requisite documentation from the contractor related to the performance of this work. This included entries of weekly payroll records into the County's Elation system to demonstrate the contractor's compliance with Davis-Bacon requirements. The contractor has since entered the payroll documentation and provided all missing supporting documentation necessary to for the City to close out the project

Amendment 002 to the CDBG Project Agreement will extend the performance requirement of the City to submit for 100% reimbursement pf CDBG funding from the County from July 15, 2023 to October 31, 2023. This action will provide the City with sufficient time to adequately process the aforementioned supporting documentation that the contractor failed to submit in a timely manner.

MOTION:

Move to approve/disapprove the Amendment 002 to the CDBG Project Agreement R20021-1533 and authorize the Mayor to execute three originals of Amendment 002 to the Agreement.

ATTACHMENT(S):

Fiscal Impact Analysis – N/A
Amendment 002