



Memorandum

Meeting Details: April 29, 2026

Prepared For: Mayor & Board of Commissioners

From: Megan Wepfer, Public Works Director

Subject: Acceptance discussion for FDEP L0253- Stormwater Resiliency Project

Background

Staff has received a grant agreement from the Florida Department of Environmental Protection (FDEP), Agreement No. L0253, for the project titled *Madeira Beach: Stormwater Resiliency – Tidal Flow Prevention Valves*. The project is intended to improve stormwater infrastructure and mitigate tidal flooding impacts through the installation of tidal flow prevention valves, as further detailed in the Grant Work Plan.

FDEP GRANT KEY TERMS AND CONDITIONS:

- **Funding Structure:**
 - The grant is administered as a **cost reimbursement agreement**, meaning the City must incur eligible costs and submit documentation for reimbursement.
 - **No local match is required** under this agreement.
 - **Advance payments are not authorized.**
- **Eligible Costs:**
 - Reimbursement is limited primarily to **contractual/subaward costs** (i.e., contractor services).
 - Equipment purchases and land acquisition are **not eligible** under this grant.
- **Project Duration:**
 - The reimbursement period aligns with the agreement term, with provisions allowing for **extensions if necessary.**
- **Payment & Deliverables:**
 - Payments are contingent upon completion and FDEP acceptance of deliverables outlined in the Grant Work Plan.
 - Invoices must include sufficient documentation for audit and compliance review.

- Failure to meet deliverable timelines may result in financial penalties, including invoice reductions.
- **Reporting Requirements:**
 - The City is required to submit quarterly progress reports detailing work completed, upcoming tasks, and any issues encountered.
- **Compliance & Oversight:**
 - The City must comply with all applicable state and federal laws, procurement requirements, and audit standards.
 - FDEP retains the right to inspect work, review records, and audit project expenditures.
 - Records must be maintained for audit purposes for a minimum of five (5) years after project completion.
- **Insurance Requirements:**
 - The City must maintain required insurance coverage, including **commercial general liability**, and name FDEP as an additional insured where applicable.
- **Termination & Performance:**
 - The agreement may be terminated for convenience or cause with appropriate notice.
 - Non-performance may result in withholding funds, corrective action requirements, or termination.

NEXT STEPS:

Upon acceptance and execution of Grant Agreement No. L0253, staff will proceed with advertising the project for competitive bidding in accordance with applicable procurement requirements. Once bids are received and evaluated, staff will return to the Board with a recommendation for award of construction contract and final project approval.

Fiscal Impact

FDEP grant is \$100,000 and is a fifty percent match. No fiscal impact until project is awarded to contractor.

Recommendation(s)

Staff recommend that the Board of Commissioners approve and accept FDEP Grant Agreement No. L0253 and authorize the appropriate officials to execute all necessary documents.

Attachments

- FDEO Grant Agreement No. L0253