

### PROJECT ACTION PLAN

This Project Action Plan is intended as a tool for planning and monitoring how management staff will achieve the goals and objectives set by the City Council in the 2020-2022 Strategic Workplan. Management staff will complete this form for each Council project, it will be updated periodically and shared during scheduled Council department reports. This information is public, posted on the city's website and used to ensure accountability and share with our community.

<b>Lead Department:</b>	Planning
<b>City Council Goal / Tactic:</b>	Livable & Safe Community / Community Development Block Grant – Columbia Pacific Food Bank Renovation
<b>Project Summary:</b>	Grant management of the Community Development Block Grant for Columbia Pacific Food Bank's relocation
<b>Estimated Completion:</b>	January 2022

### **ACTION PLAN**

#### **1. Background of Project:**

- The City applied and received a \$1.5 million grant award from the state of Oregon's Community Development Block Grant program at the request and behalf of the Columbia Pacific Food Bank in January 2019. The Food Bank is moving from their inadequate and small location on Milton Way to the former Columbia Feed & Seed building on Columbia Blvd. The City is managing the grant funds and involved in the design and construction of the project.

#### **2. Current Status of Project:**

- The project is very close to going out for bid for the General Contractor who will manage and construct the project. The construction documents have been almost finalized and approved by the City's Building Official.

#### **3. Strategic Steps to Accomplish Project:**

- The final, revised building plans must be approved by the City's Building Official.
- These plans will then accompany the Request for Bids.
- The Project Team will select a contractor from the bidding process, and construction will begin.

#### **4. Estimated Cost of Project:**

- \$1.5 million

#### **5. Barriers to Complete:**

- None at this time.

Updated by JD on 9/30/20

