

CBDG-MIT Grant Monthly Progress Report (MPR)

Grant No. – Sub. Name:	I0122 – City of Avon Park			
Project Title:	Fire Station Hardening			
Funding Awarded:	\$894,087.00			
Agreement Period:	04/06/2022 – 4/5/2026			
Primary Points of Contact Information:	April Cluess Commerce - Office of Long-Term Resiliency		Melody Sauerhafer 863-452-4410 / msauerhafer@avonpark.city	
Activity Reporting Period: JANUARY 2024				
<i>An update of this report shall be submitted to Florida Commerce ten (10) calendar days after the end of each month.</i>				
Section One – Financial Data:				
	Amount	Funds used this period	Funds used to date	Balance Remaining
Leverage Funds (A)	0	0	0	0
CDBG-MIT Funds (B)	\$894,087.00	0	\$43,050.00	\$851,037.00
TOTAL Project Funds (A+B)	\$894,087.00	0	\$43,050.00	\$851,037.00
Section Two – Accomplishments within the <u>Past</u> Month:				
A narrative <u>MUST</u> be included 100% engineering plans and specs reviewed by City. Plans and specs complete. Bid documents in development. Grant administration proposals review complete. Admin company contract in development. Completed progress teams meetings with Commerce. No Commerce invoice expected this period. Pulled the Davis Bacon wage decision.				
Section Three – Issues or risks that have been faced with resolutions:				
None.				
Section Four – Projected activities to be completed within the following Month:				

Updated 7/24/2023.

A narrative MUST be included.

Complete bid documents. Complete contract for grant administration. Complete engineering permits, if any. Advertise for bids for construction.

Section Five – Required Submissions:

❖ **Attachment B - Project Budget**

- Has the Project Budget changed?
 - If answered "Yes", please submit:
 - ◆ The **Revised Attachment B** for review and approval.
 - ◆ The **explanation** for the change.

Yes ☐

No ☒

❖ **Attachment C - Activity Work Plan**

- Has the Activity Work Plan/Project Timeline changed?
 - If answered "Yes", please submit:
 - ◆ The **Revised Attachment C** for review and approval.
 - ◆ The **explanation** for the change.

Yes ☐

No ☒

❖ **Staffing Plan**

- Were there any Staffing changes?
 - If answered "Yes", please submit the **Revised Staffing Plan** which will include the **Revised Org Chart** and **Updated names and Job descriptions**.

Yes ☐

No ☒

❖ **Equipment Transfer / Disposal**

- Were there Equipment Transferred/Disposed?
 - If answered "Yes", please request a copy of the **Equipment Transfer/Disposal Form** and disposition instructions from your grant Manager. Complete and submit the **Equipment Transfer/Disposal form**.

Yes ☐

No ☒

Section Six – Construction/Plan Updates: (**APPLIES to ALL MIT Agreements**)

- Have you started Construction (CFHP/GIP) or Plan Development (GPS)?
 - If answered "Yes", please answer next 3 questions.

Yes ☐

No ☒

- Percentage of Overall Construction/Plan **CURRENTLY** completed? (Approximate)

_____ %

- Percentage of Overall Construction/Plan **EXPECTED** to be completed next month? (Approximate)

_____ %

- Have you provided 3 to 5 photos showing Construction or Planning Activities (Outreach meetings, etc....) progress for this month? – If not, please do so

Yes ☐

No ☒

This report was prepared by:

J. Corbett Alday/Melody Sauerhafer

Signature and date:

Updated 9/08/2023

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