



CITY COUNCIL QUARTERLY REPORT
1st QTR 2022

To: Mayor Stell
City Council Members
Rick Schroder, Chief Administrative Officer
From: Gandolf Burrus, GDS
Date: March 29, 2022

RE: Coronavirus State and Local Fiscal Recovery Funds (CSLFRF)
Non-entitlement Units of Local Government
CITY COUNCIL QUARTERLY REPORT

CURRENT STATUS:

The City of Johnson City has received 50% of its allocation under the ARA program
FUNDS RECEIVED: 1st year funding: \$ 264,015.93 received 08.18.2021
Supplemental funding: \$ 521.78 received 03.07.2022
 2nd year funding: \$ 264,015.93 to be received September 2022

Expenditures allowed for costs dating back to March 3, 2021
 Deadline to obligate ARA funds through contract: December 31, 2024
 Deadline to expend funds: December 31, 2026
FUNDS EXPENDED: -0-

Agency providing Funding: US Treasury
 State Agency liaison to US Treasury: TDEM
 Administrator: not provided by US Treasury or TDEM

ROLE: GDS is providing both monitoring and administrative services. Basically serving in both roles as Agency (monitoring) and Program Administrator.

ACTIVITIES DURING REPORTING PERIOD:

RFP ENGINEERING: Engineering Contract Agreement executed COMPLETE
 CIVIL RIGHTS/ FEDERAL REQUIREMENTS: Resolutions adopted Jan 2022 COMPLETE
 PROJECT SELECTION: 4 projects selected: Replacement of wastewater pipelines COMPLETE
 ENGINEERING: Jan–Mar: Surveying. Preliminary Engineering Report by 04.30 See Schedule
 ADMINISTRATION: Secured tools necessary for reporting, uploaded contract documents to US Treasury Reporting system.



ADDITIONAL ADMINISTRATIVE MILESTONS

- Review all proposed expenditures already incurred (dated back to March 2021) to determine eligibility.
- Plan for new project expenditures to ensure eligibility.
Note Eligible Costs: Items such as a Rainy Day fund or interest expense are not eligible
All water/sewer projects must meet the requirements of the Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF).
- Reporting US Treasury requires the following reports
 - Deadline: April 30, 2022 1ST Report to US Treasury
 - Deadline: October 31, 2022 Annual Report to US Treasury
 - Deadline: October 31, 2023 Annual Report to US Treasury
 - Deadline: October 31, 2024 Annual Report to US Treasury
 - Deadline: October 31, 2025 Annual Report to US Treasury
 - Deadline: October 31, 2026 Annual Report to US Treasury
- Bid Management:
- Contractor Management
- Financial Management
- Environmental: Publish all required notices. Ensure contractor meets environmental requirements during construction
- Civil Rights Compliance ensure all vendors and entities meet civil rights compliance complete with documentation.
- Audit: Act as City liaison to manage entire US Treasury audit process in 2026. Ensure all questions are addressed. Provide additional documentation as required. Reach out to other agencies such as TDEM, TCEQ, TWDB, or US Dept of Labor as needed. Secure audit approval from US Treasury.

SUMMARY: Project is moving forward in a timely manner.

NEXT STEP: Meet at City Hall to review preliminary plans- May 2022

NEXT COUNCIL REPORT: July 5, 2023

Please reach out to Grant Development Services with any questions or issues. 24/7

Gandolf Burrus 512/560-4477 gburrus@texasgrants.us

Katerina Dittmore 512/707-0455 kdittmore@texasgrants.us

Attached: Revised Project Schedule from SDKallman Engineering

PART V
CSLFRF 2021 ALLOCATION PROJECT # 167-TX8005 (TX1747)

PROPOSED PROJECT TIME SCHEDULE (Revised March 29, 2022)
ENGINEERING PROFESSIONAL SERVICES

The following tentative timeline has been developed by *S.D. KALLMAN, L.P.* for design, bid preparation, contract award, and construction phases of the Water and Wastewater Systems Projects as outlined in Exhibit A.

TENATIVE PROJECT SCHEDULE

<u>Week of</u>	
02/01/22	Engineer Retained to Design Project
04/15/22	Design Surveys Complete
04/30/22	Preliminary Engineering Report Complete and Updated Cost Estimates
08/01/22	Final Design Submitted to the City for Review
09/01/22	Meet with the City to Discuss Project
09/15/22	Final Design for Improvements Submitted to TCEQ for Review
11/15/22	Plans Approved by TCEQ (Assume 60 Day Review)
11/25/22 & 12/01/22	Public Notice Advertising Bids on CivCast
12/15/22	Bids Received at the City's Office
01/06/23	City Awards Contract
01/16/23	Contractor Returns Contract Documents with Signature, Bonds, and Certificate of Insurance
01/20/23	City Signs Contract Documents; City and Engineer Hold Pre-Construction Conference and Issues Notice to Proceed
02/02/23	Begin Construction
07/02/23	Construction Complete (6 Months)
07/12/23	City and Engineer Prepare Final Punch List
07/30/23	Final Project Acceptance -- Facility in Service