

AGENDA ITEM REPORT

DATE: April 15, 2025
DEPARTMENT: County Manager
REQUESTER: Glen Salyer
TITLE: Approve Contract Amendment and Task Orders for CDBG-DR Program Implementation

I. MOTION REQUESTED

- A. Approve Amendment 1, under the contract with Hunt, Guillot & Associates, LLC, under Solicitation No. RFP230391BAG, revising the pricing for software section of the Fee Schedule in Exhibit C., reducing the total allowable billing for software expenses under the agreement.
- B. Approve Task Order HGA 24-001, under the contract with Hunt, Guillot & Associates, LLC, in a Not-to-Exceed amount of \$50,000, for additional software buildout for the CDBG-DR allocation for the 2024 Disasters, Hurricane Helene and Milton, effective April 1, 2025, through June 30, 2025.
- C. Approve Task Order HGA 24-002 with Hunt, Guillot & Associates, LLC, in a Not-to-Exceed amount of \$130,000, for staff augmentation for monitoring and compliance and site-specific environmental reviews for the CDBG-DR allocation for the 2024 Disasters, Hurricane Helene and Milton, effective April 1, 2025, through December 31, 2025.
- D. Authorize the Chair to execute the Task Orders and Amendment 1 on behalf of the Board of County Commissioners.

II. ITEM SUMMARY

Provides for contracted vendor support for implementation of the \$100,683,000 Community Development Block Grant-Disaster Recovery (CDBG-DR) grant received for Hurricane Helene and Milton recovery. These task orders authorize work in a Not-to Exceed amount of \$180,000 for software build-out, site-specific environmental reviews, and monitoring and compliance services.

III. BACKGROUND AND IMPLICATIONS OF ACTION

Lee County will receive \$100,683,000 in Community Development Block Grant-Disaster Recovery (CDBG-DR) funds to support long-term recovery efforts from 2024 hurricanes Helene and Milton. This funding will be used primarily to restore impacted housing stock and public infrastructure, provide disaster relief assistance to low- and moderate-income families, and improve behavioral health service outcomes in our community.

Preliminary storm impact data indicate that public infrastructure restoration and single-family home rehabilitation are the largest remaining unmet needs in our community following the 2024 storms. In order to provide a meaningful impact with the limited funds available, Lee County is choosing to administer fewer programs and focus on providing individual housing assistance and addressing infrastructure needs. The funds allocated to infrastructure activities will be leveraged by funding the required 25 percent (25%) local match for eligible infrastructure projects assisted through FEMA's Hazard Mitigation Grant Program (HMGP). All infrastructure projects will serve to directly address unmet infrastructure needs while also supporting housing and economic development in the impacted communities.

On February 18, 2025, the Board approved the publication of Lee County's 2024 Draft Action Plan for Community Development Block Grant-Disaster Recovery (CDBG-DR) funding, initiating a 30-day period for soliciting public comment. On April 1, 2025, the Board approved the submission of Lee County's Action Plan to HUD.

Approval of the task orders and the contract amendment will provide continuity of services from the County's existing CDBG-DR Implementation and Staff Augmentation vendor to provide additional programming to the existing system of record, provide for site-specific environmental reviews and continued compliance/monitoring for projects/activities authorized under the new 2024 Disaster Allocation.

IV. FINANCIAL INFORMATION

Current Year Dollar Amount:	\$180,000
Included in the Current Budget?:	Yes

Fund: Federal Grants through General Fund

Comments:

Is this a revenue or expense item? Expense

Is this Discretionary or Mandatory? Discretionary

Will this item impact future budgets? No

Program: Community Development Block Grant – Disaster Recovery Funds

Project: CDBG-DR

Account Strings: 11144013301

Fund Type? Federal Grants through General Fund

V. RECOMMENDATION

Approve

ATTACHMENTS:

Vendor Signed Task Order HGA24-001 Combined, Vendor Signed Task Order HGA24-002 Combined, Vendor Signed Amend 1 RFP230391BAG - CDBG-DR Program Mgmt-Staff Aug

REVIEWERS:

Sandra Ryan, County Manager

Mary Tucker, Procurement

Jeannie Sutton, County Manager

Anne Henkel, Budget Services

Peter Winton, County Manager

Amanda Swindle, County Attorney

Glen Salyer, County Manager

Glen Salyer, County Manager

Created/Initiated - 4/5/2025

Approved - 4/7/2025

Approved - 4/7/2025

Approved - 4/7/2025

Approved - 4/7/2025

Approved - 4/7/2025

Approved - 4/7/2025

Final Approval - 4/8/2025