



ATTACHMENT A
to the GRANT AWARD AGREEMENT
between Lexington-Fayette Urban County Government (LFUCG) and
The North Limestone Neighborhood Association, Inc.

GRANT PROGRAM: FY2012 Stormwater Quality Projects Incentive Grant Program
Class A (Neighborhood) Projects

- Funded through the LFUCG Water Quality Management Fee
- Administered by the LFUCG Division of Water Quality in the Department of Environmental Quality & Public Works

PROJECT TEAM AND CONTACT INFORMATION

Organization: The North Limestone Neighborhood Association, Inc.
804 North Limestone Street
Lexington, Kentucky 40505

Organization President:  Griffin VanMeter, President 
griffin@bullhornwill.com
(859) 258-2244

Primary Project Contact and Grant Manager: Angela Baldridge
859-816-6830
angelabaldridge@gmail.com

Secondary Project Contact: Griffin VanMeter
859-258-2244
griffin@bullhornwill.com

Project Manager: Angela Baldridge

- Creates, executes, and revises Project Plans as needed.
- Manages day-to-day operations.
- Serves as Community and Project Team Member liaison .

Marketing Manager: Griffin VanMeter
Bullhorn Marketing LLC

- Recruits volunteers.
- Redistributes rain barrels upon their return to NLNA.
- Facilitates community partnership and communication through the “Bullhorn” marketing company.

Planning Consulting Firm: Urban Collage
Stanford Harvey: sharvey@urbancollage.com
Louis Johnson: louisjohnson@urbancollage.com
(404) 586-0277

- Lead on Phases 1, 2 and 3 of Environmental Improvement Plan.
- Incorporates community input from stakeholders and workshop participants.
- Develops environmental design guidelines and cost estimating.

Engineering Consultant and Landscaper: Jim Hanssen – EcoGro aka Advanced Mulching Technologies Inc.
Eric Dawalt – Ridgewater Restoration and Management
(859) 231-0500, jim@ecogro.net

- Evaluates current stormwater plans and existing sewer/stormwater infrastructure.
- Meets with Cane Run Watershed Project Coordinators to discuss BMP impact on Cane Run water quality.
- Identifies opportunities for BMP implementation.
- Assists Urban Collage in Phases 1, 2, and 3 as needed.

- Assists in preparing Conceptual Plan drawing of BMP opportunities in area.
- Leads rain barrel and rain garden workshops.
- Provides educational tour of areas where BMPs have been implemented to educate residents, community and civic groups, watershed organizations, and design professionals.

PROJECT PLAN ELEMENTS

1) PHASE 1: EVALUATION AND UNDERSTANDING of EXISTING CONDITIONS:

- Document existing conditions, including stormwater management, sanitary sewers, impervious surfaces, connectivity, susceptibility to change, public right-of-way, etc.
- Host a public meeting “green charrette” to discuss existing conditions, development opportunities, possible environmental measures, LEED-ND guidelines etc.
- Host an informational meeting for the residents and organizations to review the Grant requirements and scheduled plans, and offer an opportunity for the residents to ask any questions.
- Inform the community about the grant through a variety of methods, including e-mail, church bulletins, school newsletters, neighborhood newsletters, business associations, printed material, and word of mouth.
- Plan and hold a Rain Barrel Workshop – goal is to distribute fifteen \$5 barrels and fifteen \$20 rain barrels.
- Develop a project website where residents can find updated information on the NLNA, the Cane Run watershed, water quality issues and solutions, and the grant project.
- Project team will hold monthly meetings with partners.

2) PHASE 2: ENVIRONMENTAL IMPROVEMENT PLAN DEVELOPMENT

- Identify opportunities for BMP placement and type, and perform an in-depth analysis of several viable BMPs for future implementation.
- Develop a draft of the Environmental Improvement Plan that uses BMPs and general urban design tools focused on lessening impacts of stormwater runoff, urban heat island effect, lack of walkability, and assist with community connectedness and environmental awareness. Deliverables will include:
 - i. Streetscape Plans with various BMP alternatives
 - ii. Site illustrations
 - iii. Environmental guidelines as a framework for future development.
- Coordinate with Cane Run Watershed Council project team.
- Work with surrounding property owners to explore conceptual designs for re-development within the Limestone/Loudon area.
- Follow up with rain barrel recipients from previous phase.
- Plan and hold a Stormwater Education Workshop. Participants will help create signs to increase community education and awareness about water quality.
- Continue holding monthly project meetings, and informational meetings for the community, updating the website, etc.

3) PHASE 3: IMPLEMENTATION PLAN

- Finalize the North Limestone Environmental Improvement Plan.
 - i. Incorporate community input from stakeholders and workshop participants.
 - ii. Create final deliverables including:
 - Environmental Design Guidelines for future development

- Conceptual Streetscape Cost Estimates
 - Regulatory Analysis - Memorandum outlining current ability/limitations of current zoning and land use regulations
- Plan and hold a Rain Garden Workshop for residents and community partners in which materials including native plants are provided in addition to items already available through the KAWC Environmental Grant. As part of the workshop, participants will help install a rain garden within the North Limestone Community Garden.
 - Continue monthly partner meetings, updating website, etc.

4) PHASE 4: FEEDBACK, REPORTING, AND PRESENTATION

- Follow-up with Rain Garden Workshop participants.
- Plan and hold final community meeting about the grant to get their input on what projects in the North Limestone Environmental Improvement Plan they would like to prioritize. Meeting to include an Educational Tour of Lexington BMPs to residents, community and civic groups, watershed organizations, and design professionals.
- Compile list of potential funding sources based upon resident-prioritized implementation plan.
- Finalize the North Limestone Environmental Improvement Plan with prioritizations for implementation.

REPORTING REQUIREMENTS

In addition to the reporting requirements outlined in the Grant Award Agreement, the following special items are noted for this project: None.

EQUIPMENT

Any equipment purchased with the Grant shall remain the property of the Organization.

PERMANENT CAPITAL INFRASTRUCTURE

Does not apply to this grant. Attachments B and C are not required for this Agreement.

PERMANENT FACILITIES/INFRASTRUCTURE

Ownership: The rain gardens and rain barrels are expected to reside on private property in Fayette County and be owned by the resident (see Service Life).

Permitting: The Organization is responsible to ensure all permits and approvals related to their project are obtained. Any work proposed within or on public right-of-way or LFUCG owned property will require one or more permits. Please contact the appropriate staff:

- Parks and Recreation, Alana Insko – ainsko@lexingtonky.gov
- Planning (greenways, green space), Keith Lovan – klovan@lexingtonky.gov
- Streets, Roads, & Forestry (street trees), Tim Queary – tqueary@lexingtonky.gov
- Engineering (right-of-way), Dan Kiser – dkiser2@lexingtonky.gov
- Sanitary Sewers, Rod Chervus – rchervus@lexingtonky.gov
- Stormwater, Susan Plueger – splueger@lexingtonky.gov

Design Criteria: Rain gardens shall not be placed within 10 feet (at a minimum) of any house with a basement, nor on top of any existing utility line alignment (e.g. sanitary sewer, storm drain, underground cable, overhead line, etc.), nor in any location deemed unsuitable by the rain garden specialist. Rain gardens shall be designed to receive runoff from at least one of the downspouts from the house.

Future Maintenance and Service Life: The minimum service life for the rain barrels funded by this grant is 5 years. Each property owner receiving a rain barrel shall sign an agreement listing terms for receipt developed in consultation with the LFUCG Grant Manager. As part of that agreement, a stipulation must be included that states that property owners who desire to remove the rain barrel from service or are selling the property within the 5 year service life must return the rain barrel to the North Limestone Neighborhood Association, Inc. leadership for distribution to another home owner located within the neighborhood or surrounding area.

Monitoring: The property owner agreements for rain barrels and rain gardens will include a stipulation that allows LFUCG staff access to the property to monitor the installed features for compliance with this agreement.

GRANT PERIOD & PROJECT SCHEDULE

The grant period starts on the date of execution by the Mayor and extends for the time period as listed in the Grant Award Agreement. Any time extensions must be approved in writing by the LFUCG Grant Manager. The project schedule shown in Table 1 is preliminary. Proposed changes to the project which alter this schedule significantly shall be discussed with the LFUCG Grant Manager prior to implementation.

TABLE 1. PROJECT SCHEDULE

Activity	Anticipated Date (s)
Approval Grant Award Agreement and Notice to Proceed (NTP)	Notice to Proceed—To be determined
Partner meetings to plan project and discuss progress	1 week after NTP, and monthly thereafter
Advertise to community about grant, and notify about upcoming meetings	In week 2; month 2; month 5, and month 8
Hold community meetings to discuss grant opportunities, gather input, and note progress	Every three months beginning with the first month after NTP
Begin review of Existing Conditions	Month 2
Rain Barrel Workshop	Month 3
Begin drafting Environmental Improvement Plan	Month 5
Stormwater Education Workshop	Month 6
Develop Implementation Plan	Month 8
Rain Garden Workshop	Month 9
Community Meeting and BMP Tour	Month 10
Finalize Environmental Improvement Plan and share community priorities	Month 11
Provide Final Project Report to LFUCG	Month 12

PROJECT BUDGET – GRANT ELIGIBLE EXPENSES & ORGANIZATION MATCH

Table 2. lists the Eligible Expenses for this project. Only properly invoiced items shall be reimbursed with grant monies or counted toward the Organization’s match.

NOTE: Only the service hours provided by volunteers 12 years of age and older can qualify to be counted toward Grant match.

Any work performed on this project prior to grant award by Urban County Council and Notice to Proceed from the LFUCG Grant Manager is NOT an eligible expense and shall not be reimbursed or counted toward the match.

TABLE 2. ELIGIBLE EXPENSES

Type of Expense	Participants	Item	Unit Price		Quantity	Funded by Organization	Funded by Grant	Total Expense
Project Element: Project Management and Consulting Fees								
Volunteer Hours	Angela Baldridge	Grant Management	\$ 7.25	per hour	40	\$ 290.00	\$ -	\$ 290.00
Donated Professional Service Hours per Occupation Code 11-1021 KY	Angela Baldridge	Project Management	\$ 37.56	per hour	83	\$ 3,117.48	\$ -	\$ 3,117.48
Consulting Fees	Angela Baldridge	Project Management	\$ 37.56	per hour	10	\$ -	\$ 375.60	\$ 375.60
Consulting Fees*	Urban Collage	Environmental Improvement Plan - Phases 1, 2, 3, and 4	\$ 25,000.00	Lump Sum	1	\$ -	\$ 25,000.00	\$ 25,000.00
Consulting Fees*	EcoGro/Ridgewater	Environmental Improvement Plan - Phases 1, 2, 3, and 4; Workshop Participation	\$ 20,000.00	Lump Sum	1	\$ -	\$ 20,000.00	\$ 20,000.00
Donated Professional Service Hours per Occupation Code 11-2031 KY	Bullhorn Marketing Firm	Public Relations / Media	\$ 30.50	per hour	116	\$ 3,538.00	\$ -	\$ 3,538.00
Consulting / Service Fees	TBD	Website Development and Hosting	\$ 1,375.00	Lump Sum	1	\$ -	\$ 1,375.00	\$ 1,375.00
Project Elements: Public Meetings and Workshops								
Materials for Rain Barrel Workshop	Residents, EcoGro, and other community partners	15 Rain Barrels purchased from Blue Grass PRIDE w/ \$20 cash match per business	\$ 100.00	per rain barrel	15	\$ 300.00	\$ 1,200.00	\$ 1,500.00
Materials for Rain Barrel Workshop	Residents, EcoGro, and other community partners	15 Rain Barrels purchased from Blue Grass PRIDE w/ \$5 cash match per residential rain barrel recipient	\$ 100.00	per rain barrel	15	\$ 75.00	\$ 1,425.00	\$ 1,500.00
Materials for Rain Barrel Workshop	Residents, EcoGro, and other community partners	30 Soaker Hoses for Rain Barrels	\$ 10.00	per hose	30	\$ -	\$ 300.00	\$ 300.00
Materials for Rain Garden Workshop	Residents, EcoGro, and other community partners	40 Native Plants for residents to take home for their gardens	\$ 5.00	per plant	40	\$ -	\$ 200.00	\$ 200.00
KAWC Grant Match: Materials for Rain Garden Workshop	Residents, EcoGro, Urban Collage, and other community partners	Soil, compost, plants, and other material for garden installation to train residents, (Funds provided for by KAWC Grant)	\$ 2,492.50	per project	1	\$ 2,492.50	\$ -	\$ 2,492.50
Supplies for Public Meetings and Workshops	Residents, EcoGro, Urban Collage, and others	Drinks, snacks, signage/advertising for multiple meetings	\$ 639.50	Lump Sum	1	\$ 515.10	\$ 124.40	\$ 639.50
Volunteer Hours: Public Meetings and Workshops	Residents	Distribution and Installation of Signage; Planting of Community Rain Garden	\$ 7.25	per hour	200	\$ 1,450.00	\$ -	\$ 1,450.00
Facility Rental	Residents, EcoGro, Urban Collage, and others	Meeting Space for Hosting five 3-hour Public Meetings and Workshops	\$ 150.00	per 3 hour meeting	5	\$ 750.00	\$ -	\$ 750.00
			TOTAL PROJECT BUDGET:			\$ 12,528.08	\$ 50,000.00	\$ 62,528.08
						ORGANIZATION SHARE** 20.04%	GRANT SHARE 80.0%	

** Organization share at end of project must be \$12,500.00 or greater (i.e. 20% of total)

* Additional breakdown on consultant fees are provided in Table 3.

TABLE 3A. CONSULTING FIRM FEES BREAKDOWN - ECOGRO

North Limestone Neighborhood Association
Environmental Improvement Plan/Feasibility Study: Scope, Tasks and Costs
By: ELD
Date: 10/26/2011
Chkd: JMH
Date: 10/27/2011



Scope: This scope of work includes examining the feasibility of installing Stormwater Best Management Practices (BMP's) to:

- 1. *Improve Water Quality in the Cane Run*
- 2. *Reduce Stormwater Runoff and Flooding*
- 3. *Educate about Stormwater Quality*

It includes working with Urban Collage and the North Limestone Neighborhood Association to meet with LFUCG personnel and other stake holders, identify opportunities on-site to install Stormwater BMP's, perform preliminary engineering computations, prepare a conceptual plan showing BMP locations, design and construction cost estimates, and a report.

It will be prepared and stamped by a licensed professional engineer that specializes in stream restoration, stormwater management, flood studies, and urban water quality BMP's.

Consulting Fees:							
Task	Description	Hourly Rates	STAFF				
			Project Manager	Project Engineer	CADD / Technician	Env. Specialist/ Technical Writer	Senior Hydraulic Engineer
1.1	Kickoff Meeting		4	4		4	
1.2	Stakeholder meetings and workshops		8	8		16	
1.3	Identify BMP Opportunities		4	16		40	
1.4	Preliminary Engineering Computations		4	40		8	
1.5	Coordinate with Urban Collage to create Conceptual Plan		4	16		24	
1.6	Prepare Design and Construction Cost Estimates for up to 10 sites		4	16		24	
1.7	Assist Urban Collageand NoLi Neighborhood Association to Create Report		4	16		24	
1.8	Project Management, misc. meetings, phone calls, etc.		4				
Subtotal Hours			36	116	0	140	0
Cost			\$3,240.00	\$8,700.00	\$0.00	\$7,700.00	\$0.00
						Subtotal: Consulting Fees	\$19,640.00
Equipment and Supplies:							
Printing and Misc. Expenses:			\$360.00				
						Subtotal: Equipment and Supplies	\$360.00
							Feasibility Study Cost:

TABLE 3B. CONSULTING FIRM FEES BREAKDOWN – URBAN COLLAGE



North Limestone Neighborhood Association
Environmental Improvement Plan/Feasibility Study: Scope, Tasks and Costs
10/28/2011

Scope: The scope of work is comprised of three phases of Design/Planning work including:

- 1. Existing Conditions Survey/Community Kick Off Meeting
- 2. Environmental Improvement Plan, Community Workshops
- 3. Implementation Plan and Environmental Design Guidelines

Phase 1	Urban Designer Hours @\$85 PH	Principal Hours @\$150PH
Study Area Survey/ Site Analysis	40	1
Finalize Analysis Documentation	40	2
Create Existing Conditions Report	24	2
Create Presentation/Workshop Materials	16	2
Community Kick off Workshop/Meetings	8	4
Phase one Total Hours	128	11
Phase One Estimated Cost	\$10,880	\$1,650
	TOTAL	\$12,530
	Requested Funds	\$10,000
	Pro-Bono Donation	\$2,530
Phase 2	Planning Hours @\$85 PH	Principal Hours @\$150PH
Create Workshop Materials	8	1
Workshop/Meetings/Compile Input	16	4
Create Environmental Framework/Concept Plan	48	4
Concept Illustrations	60	4
Phase one Total Hours	132	13
Phase One Estimated Cost	\$11,220	\$1,950
	TOTAL	\$13,170
	Requested Funds	\$10,000
	Pro-Bono Donation	\$3,170
Phase 3	Planning Hours @\$85 PH	Principal Hours @\$150PH
Implementation Plan	16	2
North Limestone, Environmental Design Guidelines	40	2
Create & finalize Final Report Documents	24	3
Phase one Total Hours	80	7
Phase One Estimated Cost	\$6,800	\$1,050
	TOTAL	\$7,850
	Requested Funds	\$5,000
	Pro-Bono Donation	\$2,850
	TOTAL REQUESTED FUNDS	\$25,000
	TOTAL HOURLY COST	\$33,550
	TOTAL PRO-BONO DONATION	\$8,550