

**GRANT AWARD AGREEMENT***Fiscal Year 2013 Class B Infrastructure Incentive Grant Program*

THIS AGREEMENT, made and entered into on the 2<sup>nd</sup> day of May, 2013, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT (LFUCG)**, an urban county government of the Commonwealth of Kentucky, pursuant to KRS Chapter 67A (hereinafter "Government"), on behalf of its Division of Water Quality, and **Lexington Habitat for Humanity, Inc.**, 700 E. Loudon Avenue, Lexington, Kentucky 40505 (hereinafter "Grantee" and "Property Owner").

**WITNESSETH:**

**WHEREAS**, the Grantee is a documented fee-payer of the Government's Water Quality Management Fee; and

**WHEREAS**, the Grantee has proposed a need for the funds requested to develop and implement a proposed project by submitting a valid grant application; and

**WHEREAS**, the Grantee's grant application has been reviewed and selected for funding by the Water Quality Fees Board in accordance with Sections 16-408 and 16-410 of the Government's Code of Ordinances; and

**WHEREAS**, the Government has funds available through the Stormwater Quality Projects Incentive Grant Program to assist the qualified Grantee in the development and implementation of projects that meet the goals of the program; and

**WHEREAS**, the Grantee desires to implement a specific project that meets one or more Incentive Grant program goals to improve water quality, reduce stormwater runoff, and provide public or private education related to stormwater quality; and

**WHEREAS**, any such improvements funded by the Government shall benefit the public through installed improvements and/or educational programming;

**THAT FOR AND IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS HEREIN EXPRESSED, GOVERNMENT AND GRANTEE AGREE AS FOLLOWS:**

- (1) The Government hereby grants the Grantee the sum of **\$148,169.00** (hereinafter "the Grant"), for use in implementing the project elements as listed in Attachment A which is incorporated herein by reference as if fully set out herein. The Grantee agrees to cost share the Grant with contributions, labor, and/or other services equal to or greater than 10% of the total Design project cost.
- (2) The Grantee agrees to use the Grant only for the activities set forth in Attachment A which includes installation of stormwater control infrastructure at the following site location(s): **700 E. Loudon Avenue, Lexington, Kentucky 40505** currently owned by the Property Owner.
- (3) The Grantee agrees to meet all design standards specified in the Government's Engineering Manuals or as further described in Attachment A in the design of all Grant-funded improvements. This includes all associated activities including but not limited to erosion and sediment control, traffic control, utility relocations, seeding, etc. The Grantee further agrees to design the facilities in such a way as not to preclude the potential for future water quality/quantity monitoring by LFUCG.

- (4) The Grantee agrees to comply with all applicable local, state, and federal rules, regulations, ordinances, and laws in implementation of the project.
- (5) The Grantee agrees to obtain all necessary local, state, and federal permits, encroachments, permissions, approvals etc. in a timely manner and prior to start of construction.
- (6) The Grantee agrees to perform periodic reporting as detailed in Paragraph (7) herein below, and produce a Project Final Report within thirty (30) calendar days of the completion of the project elements in digital and hard copy following a standardized format to be provided by the Government summarizing all work completed and detailing the total grant expenditures. Other deliverables include the following:
  - (a) At the end of the Feasibility Phase (if applicable), the following five deliverables, sealed by a professional licensed to perform such work in accordance with Kentucky Revised Statutes (KRS), shall be provided:
    - Feasibility report evaluating the use of the potential BMP(s) on the proposed site;
    - Conceptual design concept;
    - Detailed cost estimate for design;
    - Conceptual cost estimate for construction;
    - Letter certifying all BMPs proposed for design as viable and feasible for the specific site and application.
  - (b) At the end of the Design Phase or prior to the start of the Construction Phase, the following six deliverables, sealed by a professional licensed to perform such work in accordance with Kentucky Revised Statutes (KRS), shall be provided:
    - Set of all final design calculations;
    - Set of final construction plans, including traffic control, erosion and sediment control, grading plans, etc.;
    - Set of final specifications and bidding documents (if applicable);
    - Final detailed engineer's construction cost estimate including quantities;
    - All required permit submittals and approvals;
    - Inspection, Operation, and Maintenance Plan laying out the plan for regular inspection and maintenance of each proposed facility for design performance and safety in accordance with manufacturer's specifications and the Government's Stormwater Manual.
  - (c) At the end of the Construction Phase, the following five deliverables shall be provided:
    - Summary of final construction costs and quantities;
    - Copies of all federal, state, and local permits obtained for the project;
    - Record Drawing showing all field changes, and signed and sealed by the professional of record certifying the project as shown meets all original design intent;
    - Photo documentation of site conditions and improvements before, during, and after construction;
    - Signed *Agreement to Maintain Stormwater Control Facilities Funded by an LFUCG Stormwater Quality Projects Class B Incentive Grant*.
- (7) The Grant to the Grantee shall be disbursed in the following manner:
  - (a) The Grantee shall submit at least once every three (3) months, if not specified otherwise in Attachment A, a Request for Funds to the Government's Grant Manager designated by the Director of the Division of Water Quality for the project. Each Request for Funds shall include documentation that the Grantee has already expended the requested funds or shall be in a position to expend properly the requested funds within thirty (30) days of receipt of the funds. The Request for Funds shall include full accounting of these eligible grant-related expenses, as listed in Attachment A. Copies of invoices, purchase orders, or receipts showing vendor, date, amount, and items purchased or ordered shall be provided with the Request for Funds. For project specific personnel costs and stipends, documentation of all billed

hours shall include copies of employee timesheets, hourly payroll rate, and description of work performed for hours billed.

- (b) Each Request for Funds shall be accompanied by a Project Status Report describing the progress of the project to date, including a description and schedule of all activities completed, and hardcopy or electronic copies of materials (e.g. calculations, preliminary plans, etc.) completed to date. For educational events (if applicable), copies of the class rosters or sign-in sheets documenting the number of attendees shall be provided.
  - (c) The Government's Grant Manager shall review each Request for Funds and supporting documents for compliance with the terms of this Agreement and the guidelines of the Stormwater Quality Projects Incentive Grant Program. If the Grant Manager finds the Grantee's Request for Funds is in compliance with the terms of this Agreement and the guidelines of the Stormwater Quality Projects Incentive Grant Program and that the activity progress and management program of the Grantee satisfy the terms of the grant award, he or she shall approve the Request for Funds within 15 calendar days of receipt and then forward it to the Division of Accounting for payment.
  - (d) The Government shall release payment of the final 10% of the Grant only after receipt and acceptance of the Project Final Report. The Government's Grant Manager shall review the Project Final Report and provide comments to the Grantee or, if acceptable, forward approval within 15 calendar days of receipt to the Division of Accounting for payment.
  - (e) Should the Government's Incentive Grant Program Administrator determine that the Grantee is not in compliance with the terms of this Agreement and/or the Stormwater Quality Projects Incentive Grant Program, including deficiencies in progress and management of the project, the Division of Water Quality shall notify the Grantee, the Mayor's Office, and the appropriate district Council person, and shall meet with the Grantee on matters that prevent approval of the Request for Funds. Failure to resolve any such matters to the satisfaction of the Government may lead to termination of the Agreement for cause pursuant to Paragraph (20) herein below.
- (8) The Grantee agrees to obtain written approval from the Government's Grant Manager or Program Administrator for any proposed changes to the Project Team or Project Plan as listed in Attachment A prior to implementing the changes. Failure to gain written approval prior to making changes may lead to termination of the Agreement for cause pursuant to Paragraph (20) herein below.
  - (9) The Grantee agrees to complete the project phase(s) (i.e. Design and/or Construction) outlined herein within 24 months from the date of this Agreement. The Grantee shall obtain written approval from the Government's Grant Manager or Program Administrator for any time extensions beyond the schedule. Failure to obtain written approval prior to making changes may lead to termination of the Agreement for cause pursuant to Paragraph (20) herein below.
  - (10) This Agreement may not be modified except by written agreement of the Government and the Grantee.
  - (11) The Grantee understands that **the Grant amount shown herein in Paragraph (1) is a not-to-exceed amount**, and any additional funding needed to complete the project elements listed in Attachment A is the responsibility of the Grantee. If it becomes apparent to the Grantee or the Government that the Grantee will be unable to complete the project either in the manner or for the amount described in this Agreement, then the Grantee must immediately notify the Government's Grant Manager and Program Administrator by providing a complete and detailed written explanation of its inability to comply with the terms of the Agreement. The Grantee must further provide the Government's Grant Man-

ager and Program Administrator with a complete and detailed written explanation of any proposed changes, and the reasons for those changes.

- (12) The Grantee asserts that it is in full compliance with all applicable provisions of the Lexington-Fayette Urban County Government's Code of Ordinances Chapter 5 – Buildings and Building Regulations, Chapter 7 – Finance and Taxation, Chapter 12 – Housing, and Chapter 16 – Sewage, Garbage, Refuse, and Weeds, or in compliance with Kentucky Department of Housing Buildings and Construction rules and requirements as is appropriate for those state institutions, parcels or buildings which are subject to state regulations and oversight as opposed to local ordinances and regulations. If the Grantee becomes out of compliance with any of these provisions, it will notify the Government's Grant Manager and Program Administrator immediately. Failure to notify the Government and resolve any such matters to the satisfaction of the Government may lead to termination of the Agreement for cause pursuant to Paragraph (20) herein below.
- (13) The Grantee agrees to allow the Government access to its property to perform monitoring of the project elements for compliance with this Agreement, as provided in the "*Agreement to Maintain Stormwater Control Facilities Funded by an LFUCG Stormwater Quality Projects Class B Incentive Grant*" (Attachment B).
- (14) In any advertisement of the project funded by the Grant, whether written or oral communications, the Grantee agrees to identify the Lexington-Fayette Urban County Government as the source of the above referenced funds; the Grantee shall not specifically identify any individual or elected official as being responsible for the funds donated by the Government.
- (15) The Grantee agrees to allow the Government to publicize the Grantee's project through the Government's website and other media.
- (16) The Grantee agrees to reference the Lexington-Fayette Urban County Government's Water Quality Management Fee and the Stormwater Quality Projects Incentive Grant Program as a source of funding for the project on any permanent signage or educational brochures, presentations, websites, etc. produced using grant monies.
- (17) The Grantee and Property Owner agree that all stormwater control facilities, including equipment and infrastructure, constructed and funded by a Construction Grant through the Stormwater Quality Projects Incentive Grant Program shall remain in service and maintained by the Grantee or its representatives following the Inspection, Operation, and Maintenance Plan developed for each facility referenced in (6b) above. The Property Owner further accepts and agrees to enter into the "*Agreement to Maintain Stormwater Control Facilities Funded by an LFUCG Stormwater Quality Projects Class B Incentive Grant*" attached hereto as Attachment B and which is incorporated herein by reference as if fully set out herein.
- (18) The Grantee and Property Owner agree that all stormwater control facilities, including equipment and infrastructure, constructed and funded by this Grant shall remain the property of the current Property Owner, or his successors and assigns, unless otherwise specified in Attachments A and B.
- (19) The Grantee and Property Owner understand that if any of the Grant-funded facilities not owned by the Government are removed from service, the property owner of record at the time of removal shall be liable to reimburse the Government for 100% of the Remaining Value of the facility or portion removed, based upon the depreciation schedule provided in Attachment B.
- (20) If, through any cause, the Grantee or Property Owner shall fail to fulfill in timely and proper manner its obligations under this Agreement, or if the Grantee or Property Owner shall violate any of the covenants, agreements or stipulations of this Agreement, the Government shall provide the Grantee or Property Owner thirty (30) calendar days to address the deficiency or violation. If the Grantee or Property Owner does not, after the

thirty (30) days, come into compliance with this Agreement, the Government shall thereupon have the right to terminate this Agreement by giving written notice to the Grantee of such termination and specifying the effective date thereof, at least five (5) calendar days before the effective date of such termination. In that event, all finished or unfinished documents, receipts and reports prepared by the Grantee shall, at the option of the Government, become its property and the Grantee shall immediately repay to the Government all monies received pursuant to this Agreement less any amount representing just and equitable compensation for the Government's share of any satisfactory work completed pursuant to the Agreement.

- (21) The Grantee shall provide equal opportunity in employment as required by applicable federal, state, and local laws, regulations, and ordinances.
- (22) The Grantee is solely responsible for assuring that adequate and appropriate insurance or other necessary coverage is maintained during the term of this Agreement.
- (23) The Grantee's sole remedy for a breach of this Agreement by the Government shall be limited to the amount of the Grant.
- (24) The Government assumes no responsibility whatsoever in the Grantee's project activities. Grantee and Property Owner shall, to the extent allowed by law, defend, indemnify, and hold harmless Government from and against all liability, claims, losses, actions, costs, expenses, obligations, fines, and assessments of whatever kind, including defense costs and attorney's fees that are in any way incidental to or connected with, or that arise or are alleged to have arisen, directly or indirectly, in whole or in part, from or by Grantee's or Property Owner's or its contractor(s), agents, or assigns, negligent acts or misconduct, or errors or omissions, in connection with the activities carried out pursuant to this Agreement, the Grant award or the Stormwater Quality Projects Incentive Grant Program.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement at Lexington, Fayette County, Kentucky, as of the day and year first above written.

LEXINGTON-FAYETTE URBAN COUNTY  
GOVERNMENT

BY: [Signature]  
JIM GRAY, MAYOR

ATTEST:

[Signature]  
Meredith Nelson, Deputy  
CLERK, URBAN COUNTY COUNCIL

GRANTEE ORGANIZATION AND PROPERTY OWNER: Lexington Habitat for Humanity, Inc.  
700 E. Loudon Avenue  
Lexington, Kentucky 40505

BY: [Signature]  
NAME: Rachel S. Childress  
TITLE: CEO

The foregoing Agreement was subscribed, sworn to and acknowledged before me by Rachel S. Childress, as the duly authorized representative for and on behalf of Lexington Habitat on this the 10 day of April, 2013.

My commission expires: 11/28/2014.

[Signature] ID431469  
NOTARY PUBLIC

**ATTACHMENT A**  
**to the GRANT AWARD AGREEMENT**  
**between Lexington-Fayette Urban County Government (LFUCG) and**  
**Lexington Habitat for Humanity, Inc.**


**GRANT PROGRAM:** FY2013 Stormwater Quality Projects Incentive Grant Program  
Class B Infrastructure 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**

**Grantee Organization:** **Lexington Habitat for Humanity, Inc.**  
700 E. Loudon Avenue  
Lexington, KY 40505

**Project Site Location:** 700 E. Loudon Avenue  
Lexington, KY 40505  
PVA # 25659000

**Property Owner:** **Lexington Habitat for Humanity, Inc.**   
700 E. Loudon Avenue  
Lexington, KY 40505

**Primary Project Contact:** **Rob Turner, Grant Writer**  
859-252-2224 ext. 113  
[robt@lexhabitat.org](mailto:robt@lexhabitat.org)

**Project Manager:** **John McClelland, Construction Director**  
859-252-2224 ext. 117  
[robt@lexhabitat.org](mailto:robt@lexhabitat.org)

**Secondary Project Contact:** **David Doss**  
859-519-1214  
[ddoss@messer.com](mailto:ddoss@messer.com)

**Design Engineering Firm:** **Integrated Engineering, PLLC**  
1716 Sharkey Way, Suite 200  
Lexington, KY 40511  
**Harsha Wijesiri, P.E. – Design Engineer**  
859-368-0145; [harsha@int-engineering.com](mailto:harsha@int-engineering.com)

**Project Partners:** Not Applicable

**PROJECT PLAN ELEMENTS**

**1) *STORMWATER CONTROL FACILITIES DESIGN:***

**No grant-funded activities shall occur until the LFUCG Grant Manager gives notice-to-proceed, in writing, for the start of the design phase of the project.**

All improvements shall be located on the property at 700 E. Loudon Avenue, Lexington, Kentucky 40505, PVA #25659000 owned by Lexington Habitat for Humanity, Inc.. No other property or Right-of-Way shall be disturbed without the written permission from the property owners.

This project element includes design of stormwater control facilities at the specified site location. The proposed facilities are listed below and are further described in the Organization's incentive grant application. Alterations to these elements can only be made in consultation with the LFUCG Grant Manager. Significant alteration of these elements may require approval by the LFUCG Water Quality Fees Board.

Concurrent with the grant project construction, Habitat for Humanity will be installing a new 10,000 sf parking lot in the back of the property and retrofitting the existing detention basin (CR+26+17.77) to an underground detention system. All costs related to replacing the existing above ground detention basin with an equivalent underground detention system, as well as all costs related to installing a new standard asphalt parking lot above the underground detention system are not grant or cost share eligible expenses and are not included in this agreement.

Grant related project elements include:

- a) Retrofit 14,000 square feet of existing parking lot pavement with permeable pavers: receives stormwater runoff from approximately 26,000 square feet of impervious surface.
- b) Additional underground detention under 14,000 sq ft parking lot: Additional detention storage volume is provided in the stone reservoir underneath the 14,000 square foot parking lot retrofit. This additional storage results in a reduction in peak flow leaving the site of up to 61% for the 100-year, 24-hour design storm.
- c) Upgrade of proposed 10,000 sf of new parking to a permeable paver system.

Design shall also account for the following stipulations:

- Refer to the *LFUCG Stormwater Management Low Impact Development Guidelines for New Development and Redevelopment* for additional guidance.
- The permeable pavement system shall be designed in such a way as to meet the LFUCG definition for an Engineered Pervious Surface (i.e. the design shall follow standard engineering principles and practices for permeable pavements).
- The permeable pavement system shall not be installed within 10 feet horizontally of any sanitary sewer line.
- The Design Engineer shall meet with the LFUCG Grant Manager and Grant Program Administrator for at least three meetings during the design phase:
  - i) Prior to the start of design
  - ii) At the completion of approximately 50% design
  - iii) At the 95% completion of the design documents.

The Design Engineer shall provide a copy of the preliminary plans (working drawings) and specifications (if available) representing 50% and 95% completion. These submittals shall be used to assist LFUCG staff in understanding the project components and allow for feedback to ensure the Government's funds shall be utilized for sustainable and effective infrastructure.

- For the permeable pavement systems, the design shall include barriers and underdrains as necessary to prevent washing, scouring, or damage of any kind to the road base of any adjacent roadway or the proposed improvements. The design shall include an underdrain system to allow for hydraulic relief and prevent ponding of water above the stone base. The design documents for the permeable pavement shall include a description of:
  - i) Profile detail of the proposed surface (e.g. stone to paver) indicated all sizes of stone etc. Only open-graded (e.g. single-sized), certified washed stone is allowed. The Aggregate specification in the design documents shall meet or exceed the following: "*All Base and Bedding aggregates shall be washed with less than 1% passing the No. 200 sieve and certified as clean. Certifications shall be provided to the Engineer or Owner prior to unloading on site*"
  - ii) Detail of the proposed underdrain system and plan view of its locations and how it will be connected into an existing storm sewer inlet or discharge into an existing gutter or other stormwater control structure. Water shall not be allowed to discharge onto a public sidewalk either directly via a pipe or from seepage coming from the stone base.



iii) Slope of the stone base and use of barriers, if necessary, to prevent high velocities and scour within the stone base.

- All existing utilities shall be located and shown on the design plans.
- All existing easements, adjacent property lines, and Rights-of-Way shall be shown on the design plans. If any work is proposed to occur within any easement (i.e. utility, etc.), whether public or private, the Organization shall obtain all necessary encroachment agreements for the authorized agencies prior to the start of construction.
- Any work proposed within or on public right-of-way, easement, or LFUCG-owned property will require one or more permits or approvals. This includes installation permits for connection into any existing curb inlet or stormwater manhole located within public right-of-way. Please contact the appropriate staff:

Environmental Policy (street trees), Tim Queary – [tqueary@lexingtonky.gov](mailto:tqueary@lexingtonky.gov)

Engineering (right-of-way), Dan Kiser – [dkiser2@lexingtonky.gov](mailto:dkiser2@lexingtonky.gov)

Sanitary Sewers, Rod Chervus – [rchervus@lexingtonky.gov](mailto:rchervus@lexingtonky.gov)

Stormwater, Susan Plueger – [splueger@lexingtonky.gov](mailto:splueger@lexingtonky.gov)

- All federal, state, and local permits, approvals, and agreements required for construction of the proposed improvements shall be obtained prior to the start of construction. If the timing of construction is such that a permit may expire before construction can be completed, then the Organization shall coordinate with the LFUCG Grant Manager and permitting agencies on appropriate timing for permit submittals. The Organization is fully responsible to determine which approvals, permits, and encroachments are required for the project.
- Erosion and sediment control and traffic control measures shall be designed to meet all standards and follow guidelines in the LFUCG Engineering Manuals, and shall be shown on the design plans with appropriate notes.

### 3) ***STORMWATER CONTROL FACILITIES CONSTRUCTION:***

**No grant-funded construction activities shall occur until the LFUCG Grant Manager gives notice-to-proceed, in writing, for the start of the construction phase of the project.**

Facilities shall be constructed per the design plans and specifications. Construction of the proposed facilities shall also meet the following stipulations:

- Construction shall not begin until all permits, approvals, agreements, etc. are obtained and copies provided to the LFUCG Grant Manager.
- All existing utilities shall be located, contacted, and coordinated with prior to any work being performed.
- The Stormwater Pollution Prevention Plan, including the Erosion and Sediment Control Plan, shall be provided to the LFUCG Divisions of Water Quality and Engineering for review. The LFUCG Land Disturbance Permit shall be obtained by the contractor after placement of the ESC and traffic control measures.
- Failure to place acceptable erosion and sediment control measures into service prior to start of construction will result in shut-down of the job site until the measures are put in place. Construction practices shall be put in place to prevent the illicit discharge of sediment, dirt, sand, fluids, trash, and any other pollutant into the Municipal Separate Storm Sewer System or Waters of the Commonwealth.
- The Organization shall host a pre-construction meeting with all parties. The LFUCG Grant Manager shall be invited to this inspection and given 5 days notice.
- The Organization is responsible to provide all construction oversight, administration, and daily inspection. LFUCG shall not provide these services.

- The Organization shall document construction by taking before, during, and after photographs.
- Once construction is complete, a final walk-thru inspection shall be performed. The LFUCG Grant Manager shall be invited to this inspection and given 5 days notice. If punch-list items are identified, a second inspection shall be performed once those items are resolved, and the LFUCG Grant Manager shall be invited to this inspection and given 3 days notice.
- The Organization agrees to enter into the *Agreement to Maintain Stormwater Control Facilities Funded by an LFUCG Stormwater Quality Projects Class B Incentive Grant* included in Attachment B of the Grant Award Agreement within 21 calendar days of the final (post punch-list) inspection. This Agreement shall be recorded by LFUCG at the Fayette County Clerk's office.

### **REPORTING REQUIREMENTS**

- 1) At the completion of the Design Phase, the Organization shall provide the LFUCG Grant Manager 3 hard copies and one digital copy each of the following five deliverables, each sealed by a professional licensed to perform such work in accordance with Kentucky Revised Statutes (KRS):
  - Set of all final design calculations.
  - Set of final construction plans, including erosion and sediment control plans, grading plans, etc.
  - Set of final specifications and bidding documents (if applicable).
  - Final detailed engineer's construction cost estimate including quantities.
  - All local, state or federal required permits, approvals, public or private encroachment agreements etc. received to date for the project.
  - Inspection, Operation, and Maintenance Plan laying out the plan for regular inspection and maintenance of each proposed facility for design performance and safety in accordance with manufacturer's specifications and LFUCG's Stormwater Manual. This plan must include prohibitions against storage of certain materials on the permeable pavements.
- 2) The Organization shall allow LFUCG twenty-one (21) calendar days to review the submittals and provide comments. If revised submittals are required, the Organization shall allow LFUCG ten (10) calendar days for review per submittal. LFUCG may choose to have a third party engineering consultant assist LFUCG in review of these submittals.
- 3) **The design phase shall end when the LFUCG Grant Manager provides written acceptance of the design submittals.**
- 4) If the project is to be competitively bid, the selected contractor's unit price contract/bid list shall be provided to the LFUCG Grant Manager prior to the start of construction.
- 5) If the project is not competitively bid, the selected contractor's unit price contract shall be provided to the LFUCG Grant Manager prior to the start of construction, along with a justification for any derivations from the engineer's construction cost estimate.
- 6) The Organization shall submit copies of all required local, state or federal permits, approvals, public or private encroachment agreements etc. to the LFUCG Grant Manager prior to the start of construction.
- 7) **The construction phase shall begin only after the LFUCG Grant Manager gives notice-to-proceed, in writing, for the start of the construction phase of the project.**
- 8) If, during construction, the contractor requests a deviation or addition to the quantities or costs in the construction contract, the LFUCG Grant Manager shall be notified within 2 business days. Additions or modifications to the project that are not directly related to the intended and correct function of the stormwater control project elements as described in the Project Plan Elements listed above and in original incentive grant application are not eligible for Grant

reimbursement. Therefore, the Organization is advised that it should coordinate closely with the LFUCG Grant Manager during construction to ensure the work being performed is in compliance with this Agreement. Note that per the Grant Award Agreement all over-runs that result in the project costs exceeding the Grant amount are the responsibility of the Organization.

- 9) After construction is completed, the Project Final Report shall include copies of the following:
- Summary of final construction costs and quantities.
  - Copies of all federal, state, and local permits obtained for the project (if not previously provided).
  - 3 copies of a Record Drawing showing all field changes, and signed and sealed by the professional of record certifying the project as shown meets all original design intent.
  - Copies of final inspection minutes, punchlists, etc.
  - Photo documentation of site conditions and improvements before, during, and after construction.
  - Signed *Agreement to Maintain Stormwater Facilities Funded by an LFUCG Stormwater Quality Projects Class B Incentive Grant* (Note: this form will be filled in and provided by LFUCG after construction is completed and final costs determined.).
- 10) LFUCG shall make final payment of the 10% retainer after acceptance of the Project Final Report.

### **EDUCATIONAL OPPORTUNITIES**

- 1) Site improvements, once complete, will be featured in the organization's newsletter
- 2) Site improvements, once complete, will be featured on the organization's Facebook page
- 3) The organization will host a celebration event upon completion of the site improvements to include Lexington Habitat stakeholders (i.e. volunteers, Habitat partner families and homeowners, donors, community leaders, and others)

### **PERMANENT FACILITIES/INFRASTRUCTURE**

**Ownership:** The proposed facilities are expected to reside on private property in Fayette County and be owned by the property owner.

**Future Inspection and Maintenance:** The Organization (and/or Property Owner) agrees to sign and abide by the terms of the *Maintenance Agreement for Stormwater Control Facilities by an LFUCG Stormwater Quality Projects Class B Incentive Grant* included as Attachment B to the Grant Award Agreement.

**Monitoring by LFUCG:** The Organization agrees to allow LFUCG staff future access to any property on which work is performed to monitor the installed features for compliance with this Agreement during the grant period. After the grant period has ended, the Organization agrees to allow LFUCG access for monitoring per the terms of the Maintenance Agreement. Water quality sampling via grab samples or other methods may be employed by LFUCG staff as part of LFUCG's annual reporting requirement of its Kentucky Pollutant Discharge Elimination System (KPDES) MS4 Phase 1 permit.

### **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                                   | Time Period                      | Anticipated Date |
|--|----------------------------------|------------------|
| Notice to Proceed                          |                                  | May 2013         |
| Pre-design meeting with LFUCG              | Within 1 month of NTP            | June 2013        |
| 50% Design Submittal to LFUCG              |                                  | September 2013   |
| 90% Design Submittal to LFUCG              |                                  | November 2013    |
| Final Design Submittal and Review by LFUCG | 21 calendar days                 | November 2013    |
| Contractor Selection                       |                                  | November 2013    |
| Pre-Construction Meeting                   |                                  | January 2013     |
| Construction                               | 2 months                         | February 2013    |
| Final walk-thru                            |                                  | May 2014         |
| Project Final Report                       |                                  | June 2014        |
| Final Payment (10% retainer)               | After acceptance of Final Report | June 2014        |

**PROJECT BUDGET – GRANT ELIGIBLE EXPENSES**

The Grant budget is broken into the following components:

|           |                                   |                     |
|-----------|-----------------------------------|---------------------|
| <b>1.</b> | <b><i>Design Phase:</i></b>       |                     |
|           | Grant Share                       | \$ 13,050.00        |
|           | Cost Share                        | \$ 1,450.00         |
| <b>2.</b> | <b><i>Construction Phase:</i></b> |                     |
|           | Grant Share                       | \$135,119.00        |
|           | Cost Share                        | \$ 63,450.00        |
|           | <b><i>Project Totals:</i></b>     |                     |
|           | Total Grant Share                 | \$148,169.00        |
|           | Total Cost Share                  | <u>\$ 64,900.00</u> |
|           | Total Project Amount              | \$213,069.00        |

Table 2. lists the Eligible Expenses for the design and construction phases of this project. Only properly invoiced items shall be reimbursed with grant monies or counted toward the Organization's cost share.

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

Replacement of the existing detention basin with underground detention is not an eligible expense and shall not be reimbursed or counted toward the cost share. The Grant shall not be used to fund any project element that is required by local, state or federal regulation in relation to any new development occurring on-site in conjunction with this project.

The construction estimate will be revised as part of the design process. The Grant is a not-to-exceed amount, and any cost overruns are the responsibility of the Grantee.

**TABLE 2. ELIGIBLE EXPENSES**

| Activities   | Unit Price  | Quantity | Funded by Organization** | Funded by Grant           | Total Expense       | Total by Activity    |
|--|-------------|----------|--------------------------|---------------------------|---------------------|----------------------|
| <b>Design Phase Costs</b>  |             |          |                          |                           |                     |                      |
| <b>Professional Services - Integrated Engineering, PLLC</b>                    |             |          |                          |                           |                     |                      |
| Engineering Design*  | \$14,500.00 | Lump Sum | 1                        | \$1,450.00                | \$13,050.00         | \$14,500.00          |
| <b>Construction Phase Costs (Conceptual)</b>                                   |             |          |                          |                           |                     |                      |
| Existing Parking Lot Retrofit: Demolition and Removal of Existing Asphalt      | \$3.50      | SF       | 14000                    | \$0.00                    | \$49,000.00         | \$49,000.00          |
| Existing Parking Lot Retrofit: Permeable Pavers with Detention Volume in Stone | \$7.65      | SF       | 14000                    | \$0.00                    | \$107,100.00        | \$107,100.00         |
| Existing Parking Lot Retrofit: Miscellaneous Grading and Infrastructure        | \$23,295.00 | LS       | 1                        | \$0.00                    | \$23,295.00         | \$23,295.00          |
| New Parking Lot: Upgrade cost for Permeable Pavers (and stone base)            | \$7.65      | SF       | 10000                    | \$63,450.00               | \$13,050.00         | \$76,500.00          |
| <b>Construction Expenses --&gt;</b>  |             |          |                          | <b>\$63,450.00</b>        | <b>\$135,119.00</b> | <b>\$232,600.00</b>  |
| <b>TOTAL PROJECT BUDGET:</b>   |             |          |                          | <b>\$64,900.00</b>        | <b>\$148,169.00</b> | <b>\$ 213,069.00</b> |
|  |             |          |                          | <b>ORGANIZATION SHARE</b> | <b>GRANT SHARE</b>  |                      |
|  |             |          |                          | <b>30.46%</b>             | <b>69.54%</b>       |                      |

\* See Table 3. for breakdown of consulting design costs.

\*\* FY 2013 Class B Infrastructure Grants require a minimum cost share of 10% of the total design cost from the Grantee. The grantee has pledged overmatch enough to complete the new parking lot upgrade as described in the incentive grant application.

**TABLE 3. DESIGN COST DETAIL**

| <i>Integrated Engineering</i> |                 |
|-------------------------------|-----------------|
| Task                          | Lump Sum Amount |
| Surveying                     | \$1,750         |
| Design Calculations           | \$1,500         |
| Permeable Pavement Design     | \$1,500         |
| Drawing and Specifications    | \$4,500         |
| Permitting                    | \$2,000         |
| Contractor Negotiations       | \$1,250         |
| Construction Management       | \$2,000         |
| <b>TOTAL:</b>                 | <b>\$14,500</b> |

**ATTACHMENT B  
TO FY2013 GRANT AWARD AGREEMENTS**

DO NOT WRITE ABOVE THIS LINE

**Agreement to Maintain Stormwater Control Facilities  
Funded by an LFUCG Stormwater Quality Projects Class B Incentive Grant**

The upkeep and maintenance of stormwater control facilities is essential to the protection of aquatic resources. All property owners receiving grant funds from the Lexington-Fayette Urban County Government through the Stormwater Quality Projects Incentive Grant Program for construction of any stormwater control facility are expected to conduct business in a manner that promotes resource protection. For purposes of this document, a "stormwater control facility" is an equivalent term for "stormwater control device" or "stormwater management system or facility," and is any detention basin, detention pond, drainage way, extended detention basin, retention basin, catch basin, outlet, or any other structure or equipment or feature thereof, in whole or in part, designed to control stormwater quantity or improve stormwater quality. This Agreement contains specific provisions with respect to maintenance of the stormwater control facilities described below.

**PROPERTY SITE ADDRESS:** \_\_\_\_\_

**PROPERTY OWNER NAME:** \_\_\_\_\_

**PROPERTY LEGAL DESCRIPTION:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**STORMWATER CONTROL FACILITIES DESCRIPTION:**  
Funded by Stormwater Quality Projects Incentive Grant: Fiscal Year \_\_\_\_\_, Class \_\_\_\_\_

1. <Facility Description, Facility Grant Value<sup>1</sup>, Placement in Service Month<sup>2</sup>, \_\_\_\_-year depreciation schedule<sup>3</sup>>
2. <Facility Description, Facility Grant Value<sup>1</sup>, Placement in Service Month<sup>2</sup>, \_\_\_\_-year depreciation schedule<sup>3</sup>>
3. <Facility Description, Facility Grant Value<sup>1</sup>, Placement in Service Month<sup>2</sup>, \_\_\_\_-year depreciation schedule<sup>3</sup>>
4. <Facility Description, Facility Grant Value<sup>1</sup>, Placement in Service Month<sup>2</sup>, \_\_\_\_-year depreciation schedule<sup>3</sup>>
5. <Facility Description, Facility Grant Value<sup>1</sup>, Placement in Service Month<sup>2</sup>, \_\_\_\_-year depreciation schedule<sup>3</sup>>

<sup>1</sup> Facility Grant Value is the amount of LFUCG incentive grant funds expended on feasibility, design and construction costs for each given facility.

<sup>2</sup> Placement in Service Month is the month the facility goes into service.

<sup>3</sup> Use 20-year depreciation schedule for green/vegetated roofs. Use 15-year depreciation schedule for all other BMPs.

Whereas, \_\_\_\_\_ <property owner name>, has proposed to construct stormwater control facilities on the property described above and whereas the goals of the Lexington-Fayette Urban County Government are to ensure the protection and enhancement of Fayette County's aquatic resources, the **Lexington-Fayette Urban County Government (LFUCG)** and <property owner name> hereby enter into this Agreement. The responsibilities of each party to this Agreement are identified below.

**THE** <property owner name> **HEREBY:**

1. Agrees to implement the stormwater control facility Inspection, Operations, and Maintenance Plan developed for each facility and incorporated by reference herein.
2. Agrees to maintain the stormwater control facilities in good working condition, acceptable to the LFUCG, so that they are performing their design functions.
3. Grants permission to the LFUCG, its authorized agents and employees, to enter upon the property with reasonable advance notice of at least 24 hours and proper identification, except in such circumstances where advance notice is inappropriate for the purpose of entry, and to inspect the stormwater control facilities whenever the LFUCG deems necessary. The purpose of the inspection is to assure safe and proper functioning of the facilities. The inspection shall cover the entire facilities, berms, outlet structures, pond areas, access roads, etc. When deficiencies are noted, the LFUCG shall give <property owner name>, its successors and assigns, copies of the inspection report with findings and evaluations.

4. Agrees that in the event \_\_\_\_\_ <property owner name> \_\_\_\_\_, its successors and assigns, fails to maintain the stormwater control facilities in good working condition acceptable to the LFUCG, the LFUCG may enter upon the property and take whatever steps it deems necessary to maintain said stormwater control facilities and to charge the costs of the repairs to \_\_\_\_\_ <property owner name> \_\_\_\_\_, its successors and assigns. This provision shall not be construed to allow the LFUCG to erect any structure of a permanent nature on the land of \_\_\_\_\_ <property owner name> \_\_\_\_\_, outside of an easement belonging to the LFUCG. It is expressly understood and agreed that the LFUCG is under no obligation to maintain or repair said facilities, and in no event shall this Agreement be construed to impose any obligation on the LFUCG.
  
5. Agrees that in the event the LFUCG, pursuant to this Agreement, performs work of any nature, or expends any funds in performance of said work for labor, use of equipment, supplies, materials, and the like on account of \_\_\_\_\_ <property owner name> \_\_\_\_\_ or its successors and assigns, \_\_\_\_\_ <property owner name> \_\_\_\_\_ shall reimburse the LFUCG upon demand, within 30 days of receipt thereof for all costs incurred by the LFUCG hereunder. If not paid within such 30 day period, the LFUCG shall have a lien against the property in the amount of such costs, plus interest at the Judgment Rate, and may enforce same in the same manner as a lien for real property taxes may be enforced.
  
6. Agrees to indemnify and hold harmless the LFUCG and its agents and employees for any and all damages, accidents, casualties, occurrences or claims which might arise or be asserted against the LFUCG related to the construction or maintenance of the stormwater facilities by \_\_\_\_\_ <property owner name> \_\_\_\_\_ or its agents.

In the event a claim is asserted against the LFUCG, its agents or employees for such matters, the LFUCG shall promptly notify \_\_\_\_\_ <property owner name> \_\_\_\_\_, their successors and assigns, and they shall defend, at their own expense, any suit based on such claim. If any judgment or claims against the LFUCG, its agents or employees shall be allowed, \_\_\_\_\_ <property owner name> \_\_\_\_\_, its successors, and assigns shall pay all costs and expenses in connection herewith.

7. Grants permission to the LFUCG, its authorized agents and employees, to enter upon the property with reasonable advance notice to \_\_\_\_\_ <property owner name> \_\_\_\_\_ and proper identification, and, at LFUCG expense, to install, operate, and maintain equipment to monitor the flow rate and pollutant content of the input flow, the effluent, and at intermediate points in the facility, all in such a manner that does not unreasonably interfere with the use of the property by \_\_\_\_\_ <property owner name> \_\_\_\_\_. \_\_\_\_\_ <property owner name> \_\_\_\_\_ further agrees to design and construct the facility to provide reasonable access for such monitoring.
  
8. Agrees to maintain a record (in the form of a logbook) of steps taken to implement the programs referenced in (1) and (2) above. The logbook shall be available for inspection by the LFUCG staff at \_\_\_\_\_ <property owner address or business office> \_\_\_\_\_ during normal business hours. The logbook shall catalog the action taken, who took it, when the action was done, how it was done, and any problems encountered or follow-up actions recommended.

On property where a stormwater control device is located fully or partially underground, \_\_\_\_\_ <property owner name> \_\_\_\_\_ further understands that an annual inspection of the underground facility is required by LFUCG Code of Ordinances 16-88(c), and an annual inspection report, prepared by a Professional Engineer licensed to practice in Kentucky, must be submitted to the LFUCG compliance representative listed in this document. This report shall address the condition of the device for meeting its intended purpose, and shall be included with the annual report described in Section (9) below.

9. Agrees to submit an **annual report** to the LFUCG regarding implementation of the programs referenced in (1) and (2) above. The report must be submitted on or before January 31<sup>st</sup> of each calendar year and shall contain, at a minimum, the following items:
  - A. Name, address, and telephone number of the business, the person, or the firm responsible for plan implementation, and the person completing the report.
  - B. Time period covered by the report.
  - C. Copy of all inspection reports performed as part of the operations and maintenance program referenced in (1) above, including if applicable, the annual inspection for underground devices described in (8) above.

D. A chronological summary of activities conducted to implement the program referenced in (1) and (2) above. A photocopy of the applicable sections of the logbook, with any additional explanation needed, shall normally suffice. For any activities conducted by paid parties not affiliated with <property owner name>, include a copy of the invoice for services.

E. An outline of planned activities for the next year.

10. Agrees that in the event the <property owner name>, its successors and assigns, removes or takes out of service one or more of the stormwater control facilities funded in whole or in part by the LFUCG grant, <property owner name>, its successors and assigns, shall reimburse the LFUCG within 90 days of removal of the facility from service, 100% of the Remaining Value of the facility removed based upon the following depreciation schedule:

| In:                     | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | Year 7 | Year 8 | Year 9 | Year 10 | Year 11 | Year 12 | Year 13 | Year 14 | Year 15 | Year 16 | Year 17 | Year 18 | Year 19 | Year 20 |
|-------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| 15-year Depreciation    | 3.33%  | 6.67%  | 6.67%  | 6.67%  | 6.67%  | 6.67%  | 6.67%  | 6.66%  | 6.67%  | 6.66%   | 6.67%   | 6.66%   | 6.67%   | 6.66%   | 3.33%   | -       | -       | -       | -       | -       |
| 15-year Remaining Value | 96.67% | 90.00% | 83.33% | 76.66% | 69.99% | 63.32% | 56.65% | 49.99% | 43.32% | 36.66%  | 29.99%  | 23.33%  | 16.66%  | 10.00%  | 3.33%   | -       | -       | -       | -       | -       |
| 20-year Depreciation    | 2.5%   | 5.0%   | 5.0%   | 5.0%   | 5.0%   | 5.0%   | 5.0%   | 5.0%   | 5.0%   | 5.0%    | 5.0%    | 5.0%    | 5.0%    | 5.0%    | 5.0%    | 5.0%    | 5.0%    | 5.0%    | 5.0%    | 2.5%    |
| 20-year Remaining Value | 97.5%  | 92.5%  | 87.5%  | 82.5%  | 77.5%  | 72.5%  | 67.5%  | 62.5%  | 57.5%  | 52.5%   | 47.5%   | 42.5%   | 37.5%   | 32.5%   | 27.5%   | 22.5%   | 17.5%   | 12.5%   | 7.5%    | 2.5%    |

The % of depreciation shall be applied to the Facility Grant Value for the year the facility was removed from service, with month 1 of Year 1 being the Placement in Service Month listed at the beginning of this document. If not paid within such 90 day period, the LFUCG shall have a lien against the property in the amount of the remaining value of the facility removed, and may enforce same in the same manner as a lien for real property taxes may be enforced.

**<PROPERTY OWNER>**

**<BUSINESS ADDRESS>**

BY: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

The foregoing Agreement was subscribed, sworn to and acknowledged before me by \_\_\_\_\_, as the duly authorized representative for and on behalf of \_\_\_\_\_, on this the \_\_\_\_ day of \_\_\_\_\_, 2013.

My commission expires: \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC



**Maintenance Agreement Contact Information for Compliance**

**Owner Representative Name:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Representative's Phone Number:** \_\_\_\_\_

**Representative's E-Mail:** \_\_\_\_\_

**Urban County Government Information for compliance issues:**

Contact: \_\_\_\_\_ Susan Plueger, P.E. or LFUCG's MS4 Permit Coordinator

Address: \_\_\_\_\_ LFUCG Division of Water Quality

\_\_\_\_\_ Town Branch Wastewater Treatment Plant

\_\_\_\_\_ 301 Lisle Industrial Avenue

\_\_\_\_\_ Lexington, KY 40511

Phone: \_\_\_\_\_ (859) 425-2482 or (859) 425-2400

Email: \_\_\_\_\_ splueger@lexingtonky.gov