



Interoffice Memorandum

May 14, 2020

TO: Byron W. Brooks, County Administrator

THROUGH: Kurt N. Petersen, Manager, Office of Management and Budget *K.N.P.*

FROM: Auria Oliver, Management and Budget Advisor/ Grants Coordinator,  
Office of Management and Budget

**SUBJECT: FY 2019-2020 Florida Job Growth Grant Fund – Pubic Infrastructure**

The Neighborhood Services Division requests to submit a grant application in response to the Florida Department of Economic Opportunity FY 2019 – 2020 Florida Job Growth Grant. The total amount of funding requested is \$8,471,501.43 and will be utilized to provide gravity sewer for 173 parcels and eliminate the need for individual septic tanks in the Pine Hills community. There is no required match for this grant funding.

The Neighborhood Services Division grant proposal addresses wastewater treatment upgrades for approximately 1.9 miles along North Pine Hills Road in Orange County. The project will begin at the intersection of Alhambra Drive and North Pine Hills Road, ending at the intersection of Belco Drive and North Pine Hills Road. With the collaboration of multiple Orange County departments, this project will have a significant economic impact for this community, potentially creating up to 200 new jobs over a ten year period.

**Action Requested:** Authorization and execution of the Florida DEO FY 2019 – 2020 Florida Job Growth Grant application for submittal by the Neighborhood Services Division.

If you have any questions or need additional information, please contact me at 6-7388.

AO  
Attachment

cc: Nanette Melo, Assistant Manager, Office of Management and Budget



## 2019-2020 Florida Job Growth Grant Fund Public Infrastructure Grant Proposal

Proposal Instructions: The Florida Job Growth Grant Fund Proposal (this document) must be completed by the governmental entity applying for the grant and signed by either the chief elected official, the administrator for the governmental entity or their designee. Please read the proposal carefully as some questions may require a separate narrative to be completed. If additional space is needed, attach a word document with your entire answer.

### Governmental Entity Information

Name of Governmental Entity: Orange County Board of County Commissioners

Government Federal Employer Identification Number: ██████████

Primary Contact Name: Jason Reynolds

Title: Manager, Neighborhood Services

Mailing Address: 450 E. South Street, Suite 332

Orlando, FL 32801

Phone Number: (407) 836-6626

Email: jason.reynolds@ocfl.net

Secondary Contact Name: Sam Weekley

Title: Program Manager, Pine Hills Neighborhood Improvement District

Phone Number: (407) 836-6626

### Public Infrastructure Grant Eligibility

Pursuant to section 288.101, F.S., the Florida Job Growth Grant Fund was created to promote economic opportunity by improving public infrastructure and enhancing workforce training. Eligible entities that wish to access this grant fund must submit public infrastructure proposals that:

- Promote economic recovery in specific regions of the state, economic diversification or economic enhancement in a targeted industry. ([View Florida's Targeted Industries here.](#))
- Are not for the exclusive benefit of any single company, corporation or business entity.
- Are for infrastructure that is owned by the public and is for public use or predominately benefits the Public.

**1. Program Requirements:**

(If additional space is needed, attach a word document with your entire answer.)

Each proposal must include the following information describing how the project satisfies eligibility requirements listed on page 1.

**A. Provide a detailed description of the public infrastructure improvements.**

This project addresses wastewater treatment upgrades for approximately 1.9 miles of N. Pine Hills Road in Pine Hills, Florida. 173 parcels in this urbanized area are still serviced by individual septic tanks. This project will provide gravity sewer for each of these parcels and eliminate the need for individual septic tanks.

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**B. Provide location of public infrastructure, including physical address and county of project.**

N. Pine Hills Road, in Pine Hills Florida, beginning at the intersection of Alhambra Drive and N. Pine Hills Road, and ending at the intersection of Belco Drive and N. Pine Hills Road. Approximately 1.9 miles.

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**C. Is this infrastructure currently owned by the public?**  Yes  No

If no, is there a current option to purchase or right of way provided to the County?

The right of way for this project is currently owned by the public, and maintained by the Orange County BCC. N. Pine Hills Road is a County Road (CR 431) in West Orange County, FL.

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**D. Provide current property owner.**

Public, County Road (CR 431), maintained by the Orange County BCC.

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**E. Is this infrastructure for public use or does it predominately benefit the public?**  Yes  No

This project is predominantly for public use, and it benefits the property owners and businesses located within the project boundaries, as well as the entire Pine Hills Community.

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**F. Will the public infrastructure improvements be for the exclusive benefit of any single company, corporation or business entity?**

Yes  No

No, this infrastructure will benefit the public, specifically the Pine Hills Community and the businesses on North Pine Hills Road.

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G. Provide a detailed description of, and quantitative evidence demonstrating, how the proposed public infrastructure project will promote:

- Economic recovery in specific regions of the state;
- Economic diversification; or
- Economic enhancement of a Targeted Industry ([View Florida's Targeted Industries here.](#))
  - Describe how the project will promote specific job growth. Include the number of jobs that will be retained or created, and in which industry(ies) the new net jobs will be created using the North American Industry Classification System ([NAICS](#)) codes. Where applicable, you may list specific businesses that will retain or create jobs or make capital investment.
  - Provide a detailed explanation of how the public infrastructure improvements will connect to a broader economic development vision for the community and benefit additional current or future businesses.

N. Pine Hills Road is currently zoned for professional office (PO) with an Office future land use. Each property, and its existing structure is being serviced by an individual septic tank, many of which were constructed in the 1950's. The majority of the properties and existing structures are ranch style homes from the 1950's, now operating as small businesses. Many of these structures have fallen into decline and are dilapidated. The economic development vision for N. Pine Hills Road is a true parkway that leads into a town-center. This project will accomplish multiple goals that contribute to the economic development vision for N. Pine Hills Road: it will increase the property value for the properties adjacent to N. Pine Hills Road, incentivize private investors interested in land acquisition within the project boundaries and create immediate direct and indirect jobs within the Pine Hills Community.

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## 2. Additional Information:

(If additional space is needed, attach a word document with your entire answer.)

A. Provide the proposed commencement date and number of days required to complete construction of the public infrastructure project.

Commencement date contingent upon award. The project will take approximately 69 months to complete. This will entail: RPP process - 14 months; Preliminary Design - 12 months; Final Design - 12 months; Bidding - 7 months; Construction - 24 months.

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B. What permits are necessary for the public infrastructure project?

FDEP wastewater permit, Orange County building permit

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- C. Detail whether required permits have been secured, and if not, detail the timeline for securing these permits. Additionally, if any required permits are local permits, will these permits be prioritized?

All permits will be secured prior to construction, and will be managed by the Orange County Utilities Department.

- D. What is the future land use and zoning designation on the proposed site of the infrastructure improvements, and will the improvements conform to those uses?

The future land use classification for all of the properties within the project boundary "Office," and the zoning classification is "PO" or Professional Office.

- E. Will an amendment to the local comprehensive plan or a development order be required on the site of the proposed project or on adjacent property to accommodate the infrastructure and potential current or future job creation opportunities? If yes, please detail the timeline.

Yes  No

A comprehensive plan amendment will not be required to accommodate the infrastructure for this project.

- F. Is the project ready to commence upon grant fund approval and contract execution? If no, please explain.

Yes  No

Should this project receive the requested award, an RFP would immediately be advertised to pre-approved Orange County vendors.

- G. Does this project have a local match amount?  Yes  No

If yes, please describe the entity providing the match and the amount.

No, this project does not have a local match. We are requesting funding for the entire project.

- H. Provide any additional information or attachments to be considered for this proposal. Maps and other supporting documents are encouraged.

Attached to this application is a report that was prepared to demonstrate the need for the project, as well as explain the economic development vision, and describe the economic impact that would be generated by the project for the Pine Hills Community.

### 3. Program Budget

(If additional space is needed, attach a word document with your entire answer.)

**Estimated Costs and Sources of Funding:** Include all applicable public infrastructure costs and other funding sources available to support the proposal.

1.) **Total Amount Requested**      \$ 8,471,501.43  
 Florida Job Growth Grant Fund

**A. Other Public Infrastructure Project Funding Sources:**

City/County                      \$ \_\_\_\_\_

Private Sources                 \$ \_\_\_\_\_

Other (grants, etc.)            \$ \_\_\_\_\_

Please Specify: \_\_\_\_\_

**Total Other Funding**         \$ \_\_\_\_\_

**B. Public Infrastructure Project Costs:**

Construction                    \$ 6,851,160.03

Reconstruction                \$ \_\_\_\_\_

Design & Engineering         \$ 1,620,341.40

Land Acquisition                \$ \_\_\_\_\_

Land Improvement              \$ \_\_\_\_\_

Other                                \$ \_\_\_\_\_

Please Specify: \_\_\_\_\_

**Total Project Costs**            \$ 8,471,501.43

**Note:** The total amount requested must be calculated by subtracting the total other public infrastructure project funding sources in A. from the total public infrastructure project costs in B.



- C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding and any other pertinent budget-related information.

A detailed project time-line estimate was developed using several similar wastewater projects that were undertaken recently by Orange County's Utilities Department. This project however is much larger in size and scope than the projects in comparison and will require more time and resources to complete, from the start of the project to its completion. The anticipated time-line obligates 14 months to the request for proposal (RFP) process, 12 months to preliminary design, 12 months for final design, 7 months to bidding for a construction contractor, and 24 months to the construction of the wastewater treatment extension. This time-line also includes the necessary permitting that would be acquired from FDEP, and Orange County's Building Division.

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#### 4. Approvals and Authority

(If additional space is needed, attach a word document with your entire answer.)

- A. If the governmental entity is awarded grant funds based on this proposal, what approvals must be obtained before it can execute a grant agreement with the Florida Department of Economic Opportunity (e.g., approval of a board, commission or council)?

Approval must be provided by Orange County Mayor Jerry L. Demings and the Orange County BCC before fully executing a grant agreement with the Florida DEO. This would require a public hearing in the form of a regularly scheduled BCC meeting.

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If board authorization is not required, who is authorized to sign?

Authorization from Orange County Mayor Jerry L. Demings and the Orange County BCC will be required to fully execute this grant.

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- B. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the governmental entity and the Florida Department of Economic Opportunity:

- i. Provide the schedule of upcoming meetings for the group for a period of at least six months.
- ii. State whether entity is willing and able to hold special meetings, and if so, upon how many days' notice.

Orange County BCC meetings are held bi-weekly and start promptly at 9A. Dates: 6-2-2020, 6-23-2020, 7-7-2020, 7-28-2020, 8-11-2020, 8-25-2020, 9-1-2020, 9-15-2020, 9-29-2020, 10-6-2020, 10-20-2020, 11-3-2020, 11-17-2020, 12-1-2020 \*\*\*Note, schedule for dates after 7-28 has not been released. Dates provided are estimated based on bi-weekly schedule.

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- C. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the governmental entity. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc.

Please see attachment.

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I, the undersigned, do hereby certify that I have express authority to sign this proposal on behalf of the above-described entity and to the best of my knowledge, that all data and information submitted in proposal is truthful and accurate and no material fact has been omitted.

Name of Governmental Entity: Orange County Board of County Commissioners

Name and Title of Authorized Representative: Byron W. Brooks, County Administrator

Representative Signature: *Byron W. Brooks*

Signature Date: 15 May 2020