

Quarterly Report #12: City of Orlando - 00D10313

CAR Name: City of Orlando

Cooperative Agreement Number: BF- 00D10313

Date Submitted: October 13, 2016

Quarterly Report Number: 12 (Covering period: July 1, 2016 to September 30, 2016)

Task 1: Project Management and Reporting			
Subtask / Activity	Deliverable/ Outputs / Milestone	Target Date	Lead Party
A. Assemble Internal Team (including technical, financial, and environmental staff.). Reviewed Work Plan.	Team established, cooperative taken to City Council for Approval	Qtr. 1	Grants Coordinator/Manager and City support staff
B. Ongoing team development including technical, financial, support and managerial support.	Revised timesheets	Qtr. 2	City
C. Development of Clean up Grant scope.	Schedule developed	Qtr. 1	City
D. Finalize Clean up Grant Scope and solicitation documents.	Solicitation Finalized	Qtr. 2	City
E. Activities with Purchasing to make minor changes to the Solicitation support staff finalized scope, secure final reviews and provide supporting information.	Solicitation	Qtr. 3	City
F. Posting of RQS and response to addendums.	Solicitation	Qtr. 3	City
G. Consultants Qualifications Board	Solicitation	Qtr. 4	City
H. First Committee Meeting (July 9, 2014) / Second Committee Meeting (July 24, 2014)	Selection	Qtr. 4	City
I. Selection goes to City Council for acceptance (August 11, 2014)	Selection confirmed	Qtr. 4	City
J. Contract developed by City legal staff	Contract released	Qtr. 6	City
K. Submittal of quarterly reports each quarter	Quarterly Reports	Qtr. 1-12	City/ECT

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Cost Estimates for Task 1: \$10,000 of match activities proposed by City

Purchase Order PO-0000003531 was issued by the City to ECT on 02/13/2015 for \$4,978.36 for this task.

Actual Accomplishments and Progress Reporting for the **12th** Reporting Period: *Use this area to provide a description of the progress made during the reporting period for this task. Be detailed and descriptive. Starting 2014, billing dates reflect invoice paid dates.*

Task 1J. Contract issued to ECT 01/05/2015

Task 1K. Submittal of quarterly reports to EPA:

Submittal of Qtr. 1 report:

Submittal of Qtr. 2 report:

Submittal of Qtr. 3 report: 7/28/2014

Submittal of Qtr. 4 report: 10/28/2014

Submittal of Qtr. 5 report: 1/29/2015

Submittal of Qtr. 6 report: 4/16/2015

Submittal of Qtr. 7 report: 7/30/2015

Submittal of Qtr. 8 report: 10/28/2015

Submittal of Qtr. 9 report: 1/28/2016

Submittal of Qtr. 10 report: 4/27/2016

Submittal of Qtr. 11 report: 7/22/2016

Submittal of Qtr. 12 report:

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Task 1 ECT Billing					
Hazardous					
Invoice Date	Inv. No.	Invoice Amount	Cumulative	Date Paid	Qtr. Paid
5/29/2015	151879	\$ 1,347.19	\$ 1,347.19	6/22/2015	7th
7/9/2015	152541	\$ 1,452.40	\$ 2,799.59	8/10/2015	8th
12/21/2015	154661	\$ 1,765.45	\$ 4,565.04	1/20/2016	10th
3/10/2016	160940	\$ 1,154.51	\$ 5,719.55	3/31/2016	10th

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Task 2: Community Involvement/Engagement			
Subtask / Activity	Deliverable/ Outputs / Milestone	Target Date	Lead Party
A. Set up Information for Internal Repository (Public Information and access).	Files are established	Qtr. 1	City
B. Elements of Community Involvement/Engagement	Electronic files	Qtr. 1	City
C. Media, Electronic & Social Networking Systems reviewed	Electronic files	Qtr. 1	City
D. Elements of Community Involvement/Engagement Plan further developed.	Electronic files	Qtr. 3	City
E. Final draft Community Involvement/Engagement Plan developed.	Electronic files	Qtr. 4/5	City
F. Monthly brownfield meeting	Agenda	Qtr. 6	ECT/City
G. Monthly brownfield meeting	Agenda	Qtr. 6	ECT/City
H. Monthly brownfield meeting	Agenda	Qtr. 6	ECT/City
I. Monthly brownfield meeting	Agenda	Qtr. 7	ECT/City
J. Monthly brownfield meeting	Agenda	Qtr. 7	ECT/City
K. Monthly brownfield meeting	Agenda	Qtr. 7	ECT/City
L. Monthly brownfield meeting	Agenda	Qtr. 8	ECT/City
M. Monthly brownfield meeting	Agenda	Qtr. 8	ECT/City
O. Brownfield Education Session and Meeting	Outreach	Qtr. 9	City
P. Brownfield meeting	Agenda	Qtr. 10	ECT/City
Q. Brownfield meeting	Agenda	Qtr.11	ECT/City

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Cost Estimates for Task 2: \$14,500 of match activities proposed by City

Purchase Order PO-0000003531 was issued by the City to ECT on 02/13/2015 for \$5,072.88 for this task.

Actual Accomplishments and Progress Reporting for the **12th** Reporting Period: *Use this area to provide a description of the progress made during the reporting period for this task. Be detailed and descriptive. Starting 2014, billing dates reflect invoice paid dates.*

F. Monthly Brownfield meeting held at Wastewater Treatment Plant on January 5, 2015

G. Monthly Brownfield meeting held at City Hall on February 2, 2015

H. Monthly Brownfield meeting held at Wastewater Treatment Plant on March 2, 2015

I. Monthly Brownfield meeting held at City Hall on April 6, 2015

J. Monthly Brownfield meeting held at City Hall on May 4, 2015

K. Monthly Brownfield meeting held at Wastewater Treatment Plant on June 8, 2015

L. Monthly Brownfield meeting held at City Hall on July 6, 2015

M. Monthly Brownfield meeting held at Wastewater Treatment Plant on August 3, 2015

O. Brownfield Committee Educational Session and Meeting - Parramore Community Garden on December 12, 2015

P. Brownfield meeting held at City Hall on February 8, 2016

Q. Brownfield meeting held at Wastewater Treatment Plant on June 6, 2016

Task 2 ECT Billing

Hazardous

Invoice Date	Inv. No.	Invoice Amount	Cumulative	Date Paid	Qtr. Paid
5/29/2015	151879	\$ 521.75	\$ 521.75	6/22/2015	7th
7/9/2015	152541	\$ 2,654.61	\$ 3,176.36	8/10/2015	8th
12/21/2015	154661	\$ 1,342.25	\$ 4,518.61	1/20/2016	10th

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Task 3: QAPP/ABCA/RAP					
Subtask / Activity	Deliverable/ Outputs / Milestone	Target Date	Lead Party		
A. No activity		Qtr. 1-5	City		
B. QAPP Prepared and submitted	QAPP Approved	Qtr. 6	ECT		
C. ABCA prepred and submitted	ABCA submitted	Qtr. 6	ECT		
D. Interim Source Removal Plan submitted	ISRP submitted	Qtr. 7	ECT		
E. Interim Source Removal Plan approved	ISRP Approved	Qtr. 7	ECT		
Cost Estimates for Task 3: \$15,000 of match activities proposed by City Proposed estimate in grant application for Task 3 was \$15,500.00 Purchase Order PO-0000003531 was issued by the City on 02/13/2015 for \$7,074.13 for this task.					
Actual Accomplishments and Progress Reporting for the 12th Reporting Period: <i>Use this area to provide a description of the progress made during the reporting period for this task. Be detailed and descriptive. Starting 2014, billing dates reflect invoice paid dates.</i>					
Task 3B: QAPP prepared/submitted/signed by EPA 3/18/2015					
Task 3C: ABCA prepared and submitted 3/19/2015					
Task 3D: ISRP prepared and submitted					
Task 3E: ISRP approved					
Task 3 ECT Billing					
Hazardous					
Invoice Date	Inv. No.	Invoice Amount	Cumulative	Date Paid	Qtr. Paid
4/20/2015	151420	\$ 2,055.53	\$ 2,055.53	9/2/2015	8th
5/29/2015	151879	\$ 3,308.50	\$ 5,364.03	6/22/2015	7th
7/9/2015	150331	\$ 8,005.00	\$ 13,369.03	9/2/2015	8th
12/21/2015	154661	\$ 1,500.00	\$ 14,869.03	1/20/2016	10th

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Task 4: Cleanup Activities and Confirmation Sampling			
Subtask / Activity	Deliverable/ Outputs / Milestone	Target Date	Lead Party
A. No activity		Qtr. 1-6	ECT
B. Interim Source Removal scheduling and preparation	Schedule	Qtr. 7	ECT
C. Interim Source Removal Actions	ISRA report	Qtr. 8	ECT
D. Design Testing Plan submitted	DTP submitted	Qtr. 9	ECT
E. Interim Source Removal Report Approved	ISRR approved	Qtr. 10	ECT
F. In-situ Bioremediation (ISBR) activities initiated	Injection	Qtr. 10	ECT
G. ISBR Monitoring & Reporting	Monitoring/Report	Qtr. 10-12	ECT
Cost Estimates for Task 4: Proposed estimate in grant application for Task 4 was \$185,000.00			
Actual Accomplishments and Progress Reporting for the 12th Reporting Period: <i>Use this area to provide a description of the progress made during the reporting period for this task. Be detailed and descriptive. Starting 2014, billing dates reflect invoice paid dates.</i>			
Task 4C: ISRAs completed May-June 2015			
Task 4D: Design Testing Plan submitted 12/29/2015			
Task 4E: ISRR approved 01/08/2016			
Task 5F. ISBR activities initiated on 03/28/2016			
Task 5G: ISBR Monitoring to continue through Qtr. 12			

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Task 4 ECT Billing					
Hazardous					
Invoice Date	Inv. No.	Invoice Amount	Cumulative	Date Paid	Qtr. Paid
7/9/2015	152543	\$ 45,612.90	\$ 45,612.90	9/2/2015	8th
8/14/2015	152965	\$ 2,083.78	\$ 47,696.68	11/20/2015	9th
11/16/2015	154176	\$ 16,995.38	\$ 64,692.06	12/14/2015	9th
12/21/2015	154662	\$ 684.48	\$ 65,376.54	1/20/2016	10th
12/21/2015	154663	\$ 6,976.78	\$ 72,353.32	1/13/2016	10th
1/13/2016	160159	\$ 897.89	\$ 73,251.21	2/10/2016	10th
2/17/2016	160563	\$ 333.83	\$ 73,585.04	3/17/2016	10th
5/5/2016	161427	\$ 23,575.19	\$ 97,160.23	5/26/2016	11th
7/19/2016	162629	\$ 19,979.33	\$ 117,139.56	8/17/2016	12th
8/22/2016	163065	\$ 5,016.07	\$ 122,155.63	9/21/2016	12th
8/22/2016	163066	\$ 10,269.92	\$ 132,425.55	9/21/2016	12th
9/19/2016	163415	\$ 5,325.53	\$ 137,751.08	10/13/2016	12th
9/19/2016	163416	\$ 15,956.78	\$ 153,707.86	10/13/2016	12th
10/11/2016	163286	\$ 8,864.75	\$ 162,572.61	11/3/2016	12th
10/11/2016	163828	\$ 12,298.76	\$ 174,871.37	11/3/2016	12th

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Budget updates template included here is for quarterly reporting only. SF424 budget forms suffice for final workplan budget				
Hazardous Substance				
Budget update: Qtr. 11				
Expense Category	Current Approved Budget (from Work Plan)	Costs Incurred (paid) This Quarter	Costs Incurred (paid) to Date	Total Funds Remaining
Personnel	\$ 27,210.88		\$ 48,626.11	\$ (21,415.23)
Fringe	\$ 12,789.12		\$ 2,067.09	\$ 10,722.03
Travel	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -		\$ 24,077.82	\$ (24,077.82)
Supplies	\$ -	\$ -		\$ -
Contractual	\$ 200,000.00	\$ 77,711.14	\$ 199,978.56	\$ 21.44
Other	\$ -	\$ -	\$ 4,592.08	\$ (4,592.08)
Total	\$ 240,000.00	\$ 77,711.14	\$ 279,341.66	\$ (39,341.66)

Site Name	Costs Incurred (paid) This Quarter - ECT	Costs Incurred (paid) To Date - ECT
Orlando Rec Centre	\$ 77,711.14	\$ 199,978.56