

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: *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 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			
<p>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></p> <p>Task 4C: ISRAs completed May-June 2015</p> <p>Task 4D: Design Testing Plan submitted 12/29/2015</p> <p>Task 4E: ISRR approved 01/08/2016</p> <p>Task 5F. ISBR activities initiated on 03/28/2016</p> <p>Task 5G: ISBR Monitoring to continue through Qtr. 12</p>			

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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