



FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES COMMISSIONER NICOLE "NIKKI" FRIED

October 28, 2020

ADDENDUM 3

TO: Vendors

FROM: Reflacher Maddox, Purchasing Agent III

**RE: GRANT OPPORTUNITIES: DE-FOA_0000052
FLORIDA WASTEWATER TREATMENT PLANT ENERGY PROGRAM**

This addendum is to provide all potential applicants with answers to questions received in reference to the above notice of funding opportunity.

Question / Answer

- 1. Would an application be accepted if the third-party audit is done in the future, after the submission of the application? If so, can you advise how long after the date of the application it could be accepted?**

No, eligible projects must be identified in an energy efficiency assessment completed within the previous five-year period, prior to the application deadline.

- 2. As part of the submittal applications for the proposed opportunity, we are evaluating the use of aeration optimization at an existing municipal wastewater treatment facility. The optimization is based on evaluating and updating the Owner's control system to reduce energy costs associated with the biological aeration system. This system has been constructed and beginning operation.**

We are proposing to submit this in response to your request for applications for the Florida Wastewater Treatment Plant Energy Program. At your earliest convenience, we would like to confirm that this project would be eligible for the subject funding?

Awards will be granted on a competitive basis, therefore FDACS OOE cannot comment on proposed projects during the application submission period. Please see Section V. Eligibility Information.

- 3. Per Section VIII, the grant manager is defined as an employee of FCACS. Whose information, then, should be listed under the grant manager section of the Key Contact Form?**

The Grant Manager on the Key Contact Form would be the Applicant's staff person. If the information does not apply, list N/A in the field.

- 4. If an applicant is not requesting reimbursement for staff time, is there anything in particular within the narrative that should be noted? If the applicant only requests reimbursement for materials and construction, does that qualify as "supplies"?**

Supplies are defined as items with an acquisition cost of \$5,000 or less or a useful life expectancy of less than one year. Supplies are generally consumed during the project performance. Construction-related projects costs are usually included under the Contractual budget category which includes vendors,

contractors and consultants. All costs must include a brief description of the work to be performed or the service(s) to be provided. Costs for any work being performed by staff should be included under the Personnel Costs and Fringe Benefits budget categories, as applicable.

- 5. Section V (Eligibility Information) of the notice states that projects must have been identified in an energy efficiency assessment within the previous five-year period. However, Section XV (Application Package Components) does not list any items beyond the pages contained in the FDACS 02031 application form. Please clarify whether the energy efficiency assessment should be included with the application package?**

The energy efficiency assessment does not have to be included with the application, however projects must have been identified in the energy efficiency assessment within the previous five-year period. If selected for funding the documentation will be reviewed and verified during site visit.

- 6. The project that would receive funding from this grant is going to bid with two "options" for project size. The application will be completed for project size option 1 (larger size). If the project must be changed to option 2 (smaller size) due to budgetary constraints, but co-funding has already been approved, could the grant amount be adjusted down for the new project option 2? Or would the grant become invalidated?**

Proposed budgets should be based on reasonably estimated costs. All unused grant funds shall be de-obligated from the award amount during the close out of the project.

- 7. The Scope of Work form includes a Performance Measures table. Please provide clarification on what is being asked for in the Indicator, Costs per Unit and Outcome Measures fields?**

The Performance Measures form should include all deliverables for the proposed scope of work based on the specific tasks related to the project. The performance measures must be provided in units that are quantifiable, measurable and verifiable units.

- 8. The Budget Plan asks for proposed costs by quarter. The table provides columns for 4 quarters (1 year) but the funding period is two years. How should the projected costs be presented? Please define quarters (e.g. calendar year, Oct 1 fiscal year).**

The Period of Performance is anticipated to begin 12/10/2020 and go through 12/30/2022. It is fully anticipated all project costs will be expended in the first four quarters of the Budget Plan when project work is being performed. The remaining Period of Performance will be associated with gathering data one year after the conclusion of the project as described in Section VI. The project costs on page 13 should be proposed by quarter as follows:

- Budget Plan
 - 1st Quarter: 12/10/2020 -3/31/2021
 - 2nd Quarter: 4/1/2021-6/30/2021
 - 3rd Quarter: 7/1/2021 – 9/30/2021
 - 4th Quarter: 10/1/2021-12/30/2021

- 9. Could you confirm that UF is eligible to submit to this opportunity? UF is a publicly-controlled institution of higher education and manages a wastewater treatment plant. Would a proposal related to improving that wastewater treatment plant be eligible under this opportunity?**

Eligible wastewater treatment plants (WWTP) must be publicly-owned and operated by the state or a local government within the State of Florida.

- 10. Does the Period of Performance through 2022 pertain only to the construction period and not to the required one year of results verification?**

All grant activities including data requirements in Section VI. must be completed inside the Period of Performance.

This Addendum is hereby incorporated into, and made a part thereof, the above noted Notice of Funding Opportunity. All other terms, conditions and specifications of this Opportunity will remain unchanged. For questions regarding this Addendum, please contact this Purchasing Office at (850) 617-7181 or email at Bids@FDACS.gov.