

NOTICE TO PROCEED

Centimudi Water Storage Tank, City of Shasta Lake

Pursuant to the Master Standard Agreement ("Agreement") entered into on the 19th day of June 2023, by and between the California Department of Housing and Community Development ("Department") and City of Shasta Lake ("Subrecipient"), this NOTICE TO PROCEED is entered into on the date per the date signed by the Department below. This NTP sets forth specific details concerning the individual project proposed by Subrecipient for the STAND-ALONE Disaster Recovery Infrastructure Project located at the project address listed below and related approved activities by Subrecipient, as required. This Project is subject to, and hereby incorporates by this reference, the terms of the Agreement and is subject to the overall program funding allocation amount for Subrecipient as determined by the Department and set forth in the Agreement. There may be other Projects either already existing under the Agreement, or that may be proposed in the future. The budget for this Project, when added together with the total cumulative budget of all existing Approved Projects for Subrecipient, may not exceed the total funding allocation for Subrecipient.

1. Project Details

Project Name: Centimudi Water Storage Tank

Project Location: 40.713103, -122.406555

1. Project Description: Design & construction of a new 2.45-million-gallon water storage tank located southeasterly of the intersection of Lake Boulevard and Kennett Road near the US Forest Centimudi Boat Ramp.

2. Project Budget and Project Scope of Work

- A. The Project shall follow the budget and scope of work (hereinafter "Project Work") as described in the attached Project Application and on file through Grants Network, which is incorporated herein by reference.

- 1) Total Project Cost: \$6,326,184.69

- a) Total DR-Infrastructure Award: \$6,326,184.69

- i. Activity Costs (Project Costs): \$5,440,000

- ii. Activity Delivery Costs: \$886,184.69

- 2) Other funding sources (only applicable if total project cost is more than DR award amount): \$0.00

- B. All written materials or alterations submitted as addenda to the original Project Application, and which are approved in writing by the Department Contract Coordinator, as appropriate, are hereby incorporated as part of the Project Application. The Department reserves the right to require the Subrecipient to modify any or all parts of the Project Application in order to comply with DR-Infrastructure, federal and/or state regulations or requirements.
- C. Any proposed revision to the Project Work must be submitted in writing for review and approval by the Department and may require an amendment to this NTP. Any approval shall not be presumed unless such approval is made by the Department in writing in its sole and absolute discretion.
- D. Subrecipient shall withhold as retention 10% of all DR-Infrastructure funded Contractor payments. No retention payments shall be released to the Contractor or reimbursed to the Subrecipient until receipt and approval by the Department of all required Approved Project completion documents identified in Exhibit B, Section 6 of the Agreement.

3. **Performance Milestones and Project Schedule, and Expenditure Deadline**

The Agreement is effective on the date shown in the STD213 form. Subrecipient shall meet all milestones identified in the Agreement, particularly those identified in Exhibit A and B and as provided below. Failure to meet performance milestones can result in the Department taking action to withhold future payments from any project and requiring a mitigation plan, as outlined in Exhibit A Section 6.B of the Agreement.

- A. Expenditure Deadline:
The Expenditure Deadline for Activity funds is December 1, 2025. With the exception of the grant closeout procedures set forth in Exhibit B, Section 6, the Subrecipient shall complete all Approved Project activities on or before the Expenditure Deadline. Project closeout activities are due on the contract expiration date.
- B. Performance Milestones: Subrecipient shall adhere to the performance milestones below. Time is of the essence with respect to all such milestones.
 - 1) Subrecipient shall submit all Project applications to the Department by the application deadline identified in the then applicable 2018 DR-Infrastructure Policies and Procedures.
 - 2) No later than October 31, 2024, Subrecipient shall satisfy all conditions required for the Department to issue a Notice to Proceed for all Approved Projects.

- 3) No later than March 1, 2025, Subrecipient shall provide evidence of construction, reconstruction, acquisition, or rehabilitation on all Approved Projects.
- 4) No later than March 3, 2026, Subrecipient shall provide all required closeout documentation as detailed in Exhibit B, Section 5 herein, for all Approved Projects.
- 5) Subrecipient must expend 50% of the Subrecipient Allocation at least 12 months prior to the agreement expiration date as set forth in Section 2 of the STD 213.
- 6) Subrecipient must submit project applications for their entire allocation amount of DR-Infrastructure funds by the application deadline. If Subrecipient fails to do so, the Department reserves the right to deobligate, recapture, and/or reallocate the Subrecipient's allocation amount in this Agreement by the amount not applied for.
- 7) There are no additional milestones.

C. Project Schedule:

See Attachment 2 for the project schedule. The Department understands that the project schedule tasks and dates will be adjusted outward from the effective date of the NTP. Notwithstanding such adjustments of the schedule, in no event shall performance milestones mentioned above be similarly extended, delayed, or postponed. Subrecipient shall provide the Department updates on the status of meeting the project schedule at minimum of a quarterly basis, or more frequently as specified by the Department (i.e. monthly). Subrecipient will provide this update in Activity Report submitted through Grants Network.

4. **Reporting Requirements**

- A. Subrecipient must timely submit the reports prescribed below. The Department reserves the right to request additional detail and support for any report made. Reports must be made according to the dates identified, in the formats provided by the Department and via the Department's Grants Network unless otherwise specified at the discretion of the Department. The Subrecipient's performance under this Agreement will be assessed in part on whether it has submitted the reports on a timely basis.
- 1) Monthly Activity Report: Subrecipient must submit a Monthly Activity Report that addresses the following, at a minimum: (1) a description of the current status of the Project Work; (2) a description of activities to be undertaken in the next reporting period; (3) a description of problems or

delays encountered in Project Work and course of action taken to address them; (4) a description of actions taken to achieve Project Work expenditure deadlines; (5) a summary of Project Work fiscal status, including award amount, funds drawn, and remaining balance; and (6) data on activity accomplishments and beneficiaries served, as requested by the Department. Unless otherwise waived in writing by the Department, Monthly Activity Reports must begin on the 10th calendar day of the second month following execution of this Agreement and must continue through the receipt and approval by the Department of the Project Completion Report, detailed below.

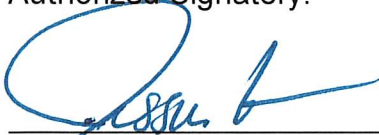
- 2) Monthly Program Income Report: Program Income, if identified as a funding source for any approved Project, must be included in the Project budget and must be expended prior to drawing Grant Funds. During the term of this Agreement, if Program Income is generated, the Subrecipient must submit a Monthly Program Income Report certifying the amount of Program Income generated, retained, and expended. Program Income remaining at the end of each quarter and at the expiration of this Agreement must be remitted to the Department.
- 3) Semi-Annual Labor Standards Report and Section 3 Requirements: During the term of construction for each Approved Project, each April 1st and October 1st, the Subrecipient must submit the Labor Standards Cover Memo, the HUD Form 4710 and the Davis Bacon Labor Standards Report 5.7 (if applicable). These forms are located on the Department website and are also available upon request. Additionally, the Department may request additional documentation to meet Section 3 requirements.
- 4) Project Completion Report: At the completion of construction and once a Project is placed in service, the Subrecipient must submit a Project Completion Report. The report must also include documentation of compliance with Section 3 requirements.

5. Special Conditions

No Special Conditions

By signing below, Subrecipient acknowledges and agrees to all terms and conditions of this Notice to Proceed. All terms and conditions set forth herein are deemed fully incorporated into and made a part of the Agreement.

Authorized Signatory:



[Subrecipient Name]

Date

Jesse Lupo, City Manager
Signatory Name and Title

12/20/2024

Authorized Signatory:

Patrice Clemons

12/20/2024

California Department of Housing and Community Development

Date

Patrice Clemons, Acting Branch Chief

Signatory Name and Title

Enclosure(s):

1. Project Application
2. Subrecipient Project Schedule

ATTACHMENT 1
PROJECT APPLICATION

Applications: City of Shasta Lake - Centimudi Water Storage Tank

Section I: Project Profile

Please note: Not all questions will be asked for each project so the numbering will be off at times.

Profile

wzeller@cityofshastalake.org

1. Project Title

City of Shasta Lake - Centimudi Water Storage Tank

Help Text: [Jurisdiction Name] - [Project Name] Example: Sacramento County-public school hardening

2. Eligible Applicant (City/County)

City of Shasta Lake

3. Will the Eligible Applicant have a secondary subrecipient on this project?

No

Help Text: Eligible Applicants may partner with another unit of local government, special district or similar entity

4. What is the Project Type?

Stand-alone Infrastructure

5. How is this project an eligible CDGB activity? (Select all that apply)

Construction

Help Text: Eligible CDBG activities include, but are not limited to, the acquisition, construction, reconstruction, rehabilitation, or installation of public facilities and improvements.

6. Project Description and/or Scope of Work

Design and construction of a new 2.45 million gallon water storage tank located southeasterly of the intersection of Lake Boulevard and Kennett Road near the US Forest Service's Centimudi Boat Ramp. The project site is owned by the United States Forest Service (USFS). The City has obtained right-of-way approval from the USFS and is in the process of finalizing a Special Use Agreement. Scope of work includes design, environmental review, and construction of a new 2.45 million gallon water storage tank.

Help Text: Provide a narrative description that includes project location and the benefits of the project for disaster recovery, mitigation, resilience, low-to moderate-income populations, and the most impacted and distressed areas. refer to P&P 3.1.7

SECTION II: Tie-Back

7. Explain how the proposed project ties back to DR-4382 and/or DR-4407

On July 27, 2018, the entire population of the City of Shasta Lake, over 10,000 residents, were ordered to evacuate as the Carr Fire (DR-4382) tore through western Shasta County and west Redding, destroying nearly everything in its path. The strong winds reached in excess of 64m/s, creating a force that left veteran fire fighters in shock at the speed and destruction of the fire. For several days, as everyone watched the flames take more and more structures and area, the City of Shasta Lake braced for the worst as the fire headed directly towards the City.

The fire was reported July 22, 2018 near the Carr Powerhouse, in proximity to Whiskeytown Lake. By the evening of July 26, the fire had destroyed 500 structures with almost 5,000 still under threat. Due to damaged power transmission lines near Keswick Dam, the entire City of Shasta Lake was without power. On July 27 at approximately 1:35 a.m., evacuation notices began to be issued for the western parts of Shasta Lake, and by 2:30 a.m. the entire City was ordered to evacuate. Despite best efforts by emergency personnel to evacuate residents from their homes, order became chaos as panic set in and egress routes began to back up with cars.

At approximately 8:00 p.m. on July 27, the City's situation became even more dire - the power was off and the City was evacuated, but staff discovered that the water storage and distribution systems were being drained at an alarming rate. Staff grappled with the reality that, if the fire continued northward into the City, the systems could run completely out of water, leaving firefighters without essential resources to stop its spread.

The City of Shasta Lake is able to provide potable water to the City of Redding through a direct metered connection and a system intertie. An incident review following the fire determined that, as the north end of Redding burned during the Carr Fire just southerly of the Shasta Lake city limits, both of these connections, as well as many fire hydrants in the western side of the City were being used by crews fighting the fire. The amount of water that was being delivered far outstripped the City's storage, transmission, and distribution capacity. As a result, the City's infrastructure was severely impacted - multiple tank levels dropped to dangerously low levels, system pressures fell, and the system was nearly drained. If the fire had continued north as was forecast, the City's water sources would have been depleted, and firefighters would not have had the water resources necessary to defend the City.

By the time the Carr Fire was determined 100% contained (August 30, 2018), the fire became the seventh-most destructive fire in California history, burning 229,651 acres, destroying at least 1,604 structures, and claimed the lives of 3 firefighters and 5 civilians. A couple months later, the world watched the Camp Fire destroy the community of Paradise, becoming the deadliest and most destructive fire in California history. Two disasters forever changed the perspective of fire behavior.

Many of the City's shortcomings related to storage and firefighting capacity came to light as part of the 2016-2026 Water Master Plan. The Carr Fire divulged these shortcomings and demonstrated the real consequences of inadequate infrastructure to support firefighting activities. Following the Carr Fire, fuel reduction mitigation, undersized transmission lines, and lack of water storage quickly became priority projects. The City began discussions with the USFS and USBR regarding a location for a new water storage tank and gained control of a suitable site. In addition, the City began discussing the project with the State of California regarding the CDBG-DR funding. Preliminarily, it was determined that the project would be eligible. As a disadvantaged community with over 73% of Shasta Lake's residents categorized as low to moderate-income, the City's objective is to secure grant funding to facilitate these large, costly projects, and provide the infrastructure necessary to protect the community.

Help Text: Provide a clear description of how the proposed project will address an unmet need that ties directly to DR-4382 and/or DR-4407.

8. Tie-back documentation

Damage Tie Back Data.pdf

Help Text: The documentation should demonstrate a clear tie back to the 2018 disasters. See Section 2.2.1 of the DR-Infrastructure Policies and Procedures on types of documentation.

SECTION III: FEDERAL MATCH PROGRAM INFORMATION

9. Was this project submitted for FEMA PA or FEMA HMGP?

No

9c. If project was not submitted for FEMA explain why.

SECTION IV: PROJECT INFORMATION

13. Project Timeline

Project Timeline.xlsx

Help Text: Please provide a timeline of the submitted project. (GANTT Chart, Excel, Graphic Timeline, etc)

14. Project Address and Street

Help Text: Only applicable if the project has an address

15. Project City

Shasta Lake

16. Project Zip Code

96019

17. Project Latitude and Longitude

40.713103, -122.406555

Help Text: Provide the latitude and longitude of the center of the project and format of the location in decimal form (e.g. 39.332962, -123.22534)

18. Project Status

Design and Engineering Underway

Help Text: Provide the current status of the project.

SECTION V: NATIONAL OBJECTIVE

19. What is the National Objective being met by this project?

Low- and Moderate-Income (LMI)

Help Text: In accordance with 24 CFR 570.208, all CDBG-DR funded activities must meet a national objective.

Select which LMI Category the project will meet

Low Mod Area Benefit (LMA)

a. Will you use census data or an income survey to show the project meets LMA?

1. Enter Total Number Persons Less than or equal to 50% Area Median Income

NA

2. Enter Total Number of Persons Over 50% not greater than 80% Area Median Income

7,479

3. Enter Total Number of Persons Over 80% Area Median Income

2,685

4. Enter Total Population (total population of #1 + #2 + #3)

10,164

5. Enter LMI Calculation (The sum of #1 and #2 divided by #4)

73.58

Select whether the project will benefit a specific target area or provide community wide benefit

2. Provide community-wide benefit

List Census Tract(s) and/or Block Group(s) or provide community-wide area used for the LMI calculation

Community-wide area includes all city limits of the City of Shasta Lake, as determined in the attached Income Survey.

Help Text: Use the data sets provided by HUD to determine Census Tract(s) and/or Block Group(s):

SECTION VI: PROJECT SERVICE AREA

22. Upload Project Location Map

Project Location Map.png

Help Text: The location map needs to show the outline of the project area within the context of the town/region. The map should have minimal layers (jurisdiction boundaries, arterial roads, and the outline of the project area)

25. Upload Project Service Area Map Including Relationship to the MID

A - Project Service Map - Complete.pdf

SECTION VII: ENVIRONMENTAL

26. Has a NEPA Environmental Review or Record of Environmental Consideration been completed?

No

Help Text: Environmental review is required for all projects. If you have not completed an environmental review, remember to include this in your project timeline.

26a. If no, provide your plan to complete a NEPA Environmental Review

NEPA will be completed by the United States Forest Service and is still in progress. Estimated completion is end of Q1 2024.

Note: CEQA is complete and the Mitigation Monitoring or Report Program (MMRP) will be implemented.

Help Text: Provide the expected level of review, who will be responsible for completing the report (city/county staff or consultant), status of the NEPA environmental review, and estimated completion date
Help Text: Provide the expected level of review, who will be responsible for completing the report (city/county staff or consultant), status of the NEPA environmental review, and estimated completion date

27. Has a CEQA Environmental Review been completed?

Yes

SECTION VIII: BUDGET

28. Total Project Cost (\$ amount)

\$6,326,184.69

Help Text: Provide overall project cost to complete entire project

29. Total Amount Requested from HCD (\$ amount)

\$6,326,184.69

Help Text: Total Amount Requested from HCD including Direct Project Costs and Activity Delivery Costs

30. Are there any project funds that are not committed?

No

31. Provide cost estimate documentation (from a professional engineer, etc.)

Project Cost Estimate.pdf

Help Text: The documentation should clearly demonstrate the reasoning of the cost estimate and support the description of the cost estimate

32. Upload Complete Project Budget

Project Budget Worksheet.xlsx

Help Text: Upload a completed Project Budget Worksheet provided by HCD. see P&P 3.1.7

SECTION IX: DUPLICATION OF BENEFITS (DOB)

33. Upload DOB Affidavit

DOB - Signed.pdf

33. Further Supporting Documentation

City of Shasta Lake Income Survey - Final Report.pdf

34. Further Supporting Documentation

2022.10.25_FS_CityofShastaLake_WaterTank (signed).pdf

35. Further Supporting Documentation

36. Further Supporting Documentation

37. Further Supporting Documentation

View Budget Worksheet

<https://portal.ecivis.com/#/peerBudget/5538B0F8-FBB7-486E-B41D-B2C4DA444415>

Average Score

0.00

Org Name

Application Goals

View Application Goals

<https://portal.ecivis.com/#/peerGoals/907EDF00-F00D-475B-84B2-A9ECA0536B68>

of Reviews

1

of Denials

0

Radio Button

Applications: File Attachments

13. Project Timeline

Project Timeline.xlsx

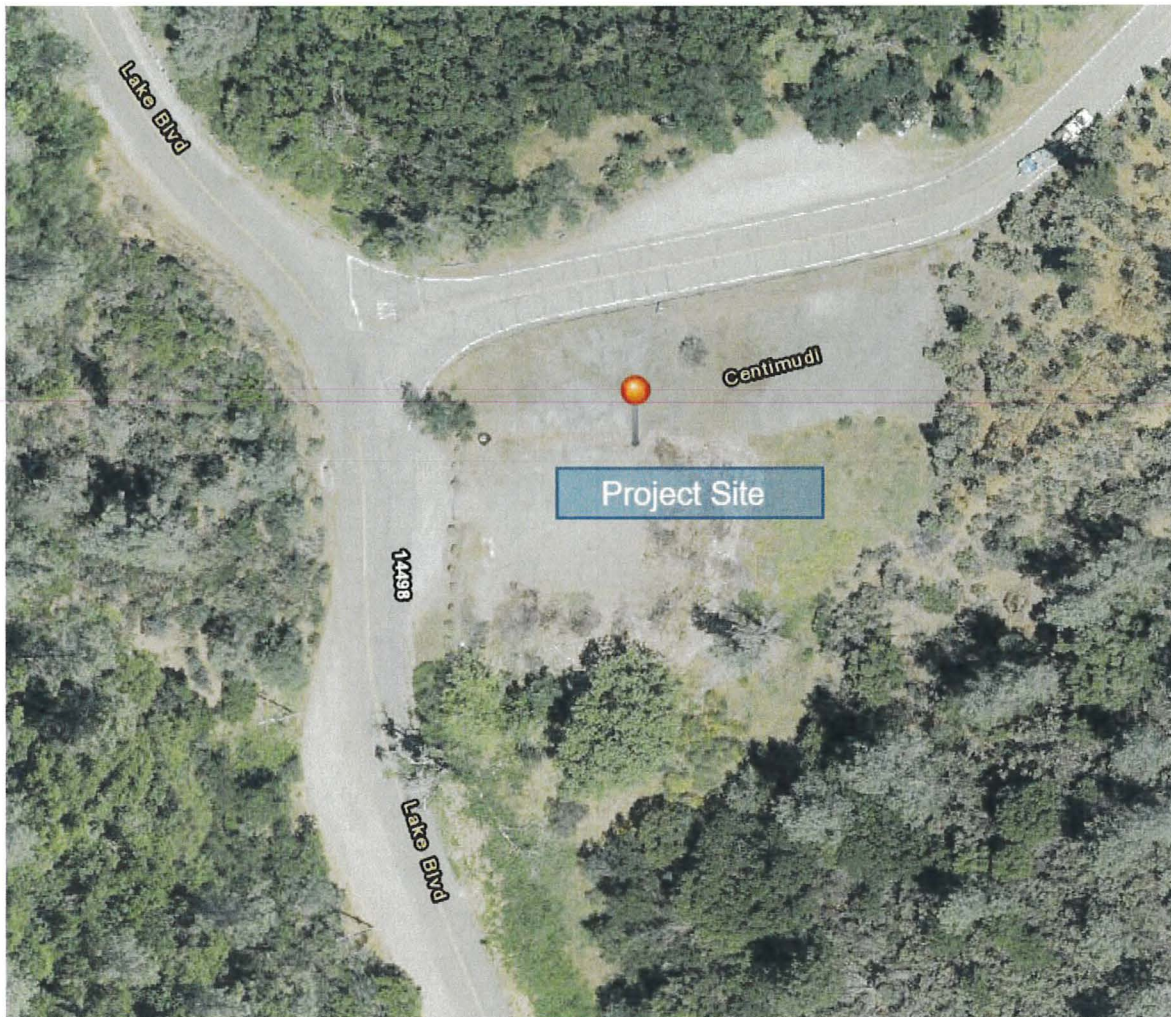
22. Upload Project Location Map

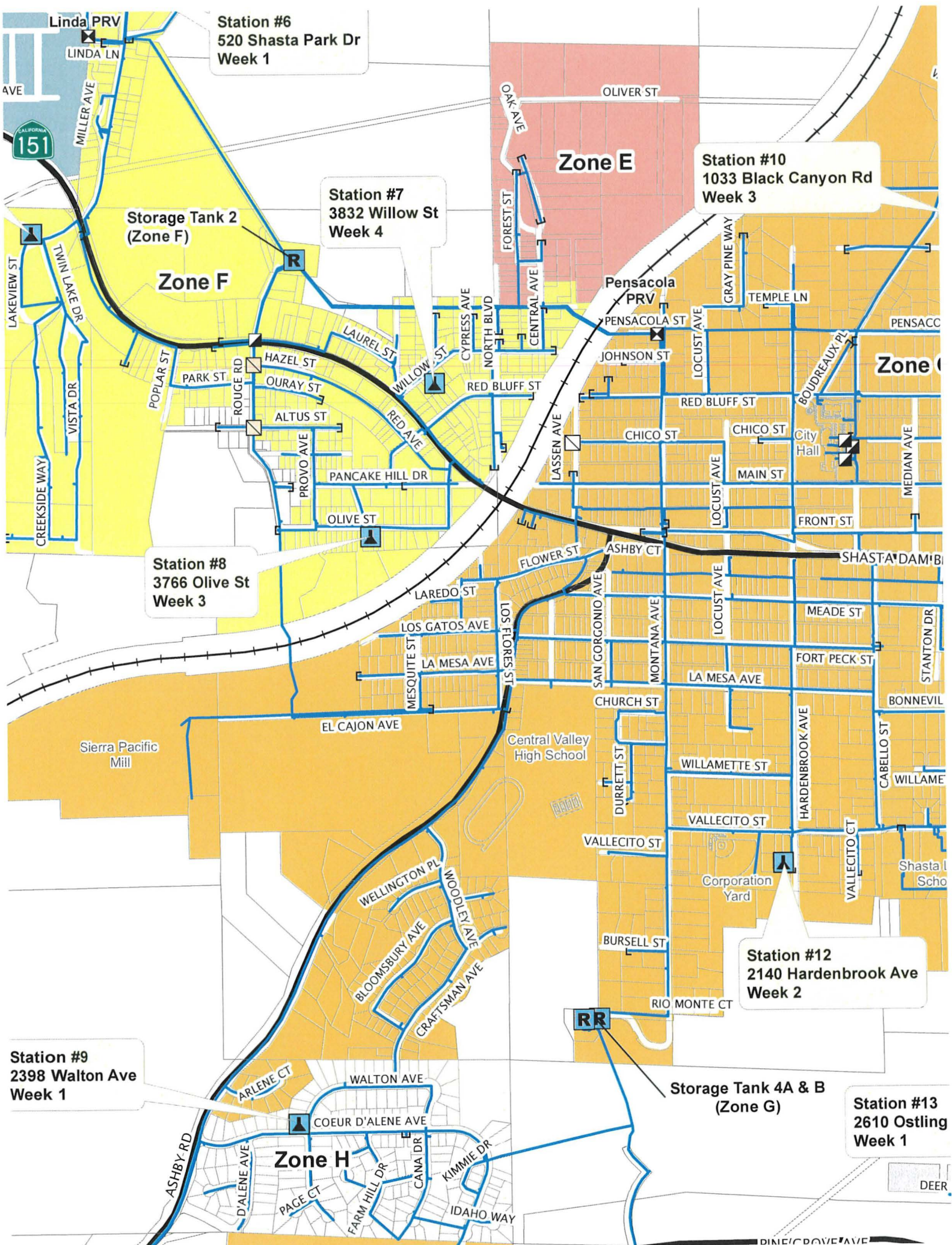
Project Location Map.png

25. Upload Project Service Area Map Including Relationship to the MID

A - Project Service Map - Complete.pdf

Attachment: Project-Location-Map.png





Station #6
520 Shasta Park Dr
Week 1

Station #10
1033 Black Canyon Rd
Week 3

Station #7
3832 Willow St
Week 4

Station #8
3766 Olive St
Week 3

Station #9
2398 Walton Ave
Week 1

Station #12
2140 Hardenbrook Ave
Week 2

Station #13
2610 Ostling
Week 1

Storage Tank 4A & B
(Zone G)

Storage Tank 2
(Zone F)

Zone H

Zone E

Zone G

Budget Report

Passthrough Agency: California Department of Housing and Community Development
Program: 18-DR-Infrastructure Project Applications
Project Name/Title: City of Shasta Lake - Centimudi Water Storage Tank
Org Name:
Stage: Pre-Award

Report Date: 09/16/2024
Requested By: Whitney Zeller
wzeller@cityofshastalake.org

Budget Items

Category	Title	Description	Units	Unit Cost	Extended Cost	Direct Cost	Indirect Cost	GL Account	Cost Share	Type
Activity										
	Construction	Complete construction costs (2020 estimate updated with inflation rate of 4% per year to 2025)	1	\$5,440,000.00	\$5,440,000.00	\$5,440,000.00	\$0.00		\$0.00	Direct Cost
Activity Total			1	\$5,440,000.00	\$5,440,000.00	\$5,440,000.00	\$0.00		\$0.00	
General Administration										
General Administration Total			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Activity Delivery										
	Environmental	Initial Study	1	\$59,690.00	\$59,690.00	\$59,690.00	\$0.00		\$0.00	Direct Cost
	Design Services	Project design services, including tank type selection, foundation design, and piping design. Complete plans, specifications, and estimate to be delivered.	1	\$300,000.00	\$300,000.00	\$300,000.00	\$0.00		\$0.00	Direct Cost
	Construction Management	Inspection, management, and oversight	1	\$526,494.69	\$526,494.69	\$526,494.69	\$0.00		\$0.00	Direct Cost
Activity Delivery Total			3	\$886,184.69	\$886,184.69	\$886,184.69	\$0.00		\$0.00	
Other										
Other Total			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Grant Total			4	\$6,326,184.69	\$6,326,184.69	\$6,326,184.69	\$0.00		\$0.00	

Budget Report, Created by Whitney Zeller, wzeller@cityofshastalake.org, 09/16/2024
Source: eCivis™ Portal
<http://www.ecivis.com/>

18-DRINFRA-18008
NOI Date: 02/01/2022
Approved Date: 10/04/2022
Proc Date: 09/17/2024

BUDGET TEMPLATE

AGENCY: City of Shasta Lake
 PROGRAM: 2018 CDBG-DR Infrastructure Program
 STAGE: Application
 REPORT DATE: 04/04/2024
 REQUESTED BY: HCD

ACTIVITY COSTS							
Title	Description	Units	Unit Cost	Extended Cost	Direct Cost	Indirect Cost	Funding Source
Construction	Complete construction costs (2024 cost estimate with 15% contingency allowance)	1	\$ 5,440,000.00	\$ 5,440,000.00	\$ -	\$ -	
			\$ -	\$ -	\$ -	\$ -	
			\$ -	\$ -	\$ -	\$ -	
			\$ -	\$ -	\$ -	\$ -	
ACTIVITY COST TOTALS:				\$5,440,000.00	\$0.00	\$0.00	

ACTIVITY DELIVERY COSTS							
Title	Description	Units	Unit Cost	Extended Cost	Direct Cost	Indirect Cost	Funding Source
Environmental	Initial study and reports	1	\$ 59,690.00	\$ 59,690.00			
Design Services	Project design services, including tank type selection, foundation design, and piping design. Complete plans, specifications, and estimate to be delivered.	1	\$ 300,000.00	\$ 300,000.00	\$ -	\$ -	
Construction Management	Inspection, management, and oversight	1	\$ 526,494.69	\$ 526,494.69	\$ -	\$ -	
			\$ -	\$ -	\$ -	\$ -	
			\$ -	\$ -	\$ -	\$ -	
			\$ -	\$ -	\$ -	\$ -	
ACTIVITY DELIVERY COST TOTALS:				\$886,184.69	\$0.00	\$0.00	

				Extended Cost	Direct Cost	Indirect Cost
GRANT TOTALS:				\$6,326,184.69	\$0.00	\$0.00

ATTACHMENT 2

SUBRECIPIENT PROJECT SCHEDULE

Sheet1

Project Timeline																	
Shasta Lake - 18DRINFRA – 1																	
		2022				2023				2024				2025			
		<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>
Executed Grant Agreement																	
Design:	RFP						x										
	Preliminary Design/Env/ROW							x	x	x							
	Final Design- Piping								x	x							
Construction:	Advertise																
	Final Design - Structural								x	x							
	Construction Start										x	x	x	x	x		
	Construction Complete															x	x
Project Closeout																	x