

City of Bloomington Common Council

PACKET & AGENDA

Monday, 21 September 2020

Sustainable Development Committee 7:00 PM

*Please see the notes on the <u>Agenda</u> addressing public meetings during the public health emergency For a schedule of upcoming meetings of the Council and the City's boards and commissions, please consult the City's <u>Calendar</u>.

Office of the Common Council www.bloomington.in.gov/council council@bloomington.in.gov

NOTICE AND AGENDA BLOOMINGTON COMMON COUNCIL

SUSTAINABLE DEVELOPMENT COMMITTEE

MONDAY, 21 SEPTEMBER 2020 AT 7:00 PM

Per Executive Orders issued by the Governor, this meeting will be conducted electronically. The public may access the meeting at the following link: <u>https://bloomington.zoom.us/j/97438535689?pwd=c2ZXbkIvQ1M0cUhQQINjckZvZIJPQT09</u>

Chair: Sue Sgambelluri

I. CALL TO ORDER

II. ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) GRANT

- Staff/Collaborator Update: Federal grant proposal for CARES Act funding to be submitted through the Economic Development Administration (EDA) for CARES
- Committee Questions and Discussion
- Determine whether/how Council members may wish to support this project.

Asked to Attend:	Alex Crowley - Director Department of Economic and Sustainable Development
Invited to Attend:	Jennifer Pearl, President Bloomington Economic Development Corporation (BEDC)

III. ADJOURN

STATEMENT ON PUBLIC MEETINGS DURING PUBLIC HEALTH EMERGENCY:

As a result of Executive Orders issued by the Governor, the Council and its committees may adjust normal meeting procedures to adhere to guidance provided by state officials. These adjustments may include:

- allowing members of the Council or its committees to participate in meetings electronically;
- posting notices and agendas for meetings solely by electronic means;
- using electronic meeting platforms to allow for remote public attendance and participation (when possible);
- encouraging the public to watch meetings via Community Access Television Services broadcast or livestream, and encouraging remote submissions of public comment (via email, to council@bloomington.in.gov).

Please check <u>https://bloomington.in.gov/council</u> for the most up-to-date information about how the public can access Council meetings during the public health emergency.

Trades District Technology Center US EDA Application Concept

Background

The Trades District Technology Center is a concept being developed for <u>US EDA</u> <u>CARES Act</u> grant funds to aid COVID-19 economic recovery and grow future tech employment in South Central Indiana. The City of Bloomington and Bloomington Economic Development Corporation (BEDC) are collaborating to develop this application.

Project overview

The Trades District Technology Center will support South Central Indiana tech employment growth and commercialization of technology. The Center will create a technology hub by providing:

- 1. **Programming and services:** Commercialization programming will help tech companies grow and develop the region's economic competitiveness through future-focused, diverse employment options in technology.
- 2. **Space:** Office space will house growing and established tech companies, providing possible amenities like labs or meeting spaces.

Target audience: This Center will create a hub for technology companies that are beyond the startup phase, with services and space for growing and mature firms.

Location: Bloomington Trades District.

Model: A nonprofit entity will be established to run the Center.

Connection to COVID-19 recovery: This project will aid recovery through support for a future-focused industry and the creation of good paying jobs.

Reach: Ultimately, the Center aims to connect growing companies with national and international networks and opportunities.

Competitive advantage: Tech is best positioned to benefit from this center as:

- The tech sector is still growing across our region
- Technology applies across almost all sectors
- It requires less infrastructure and resources compared to other sectors

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- Tech and defense are tied to two key public sources of technology development: Indiana University Bloomington and NSA Crane.
- It is much more cost effective for tech companies to locate in Bloomington than on the coasts and remote work has been accelerated by the pandemic.

Regional connections

At its core, this project aims to serve the South Central Indiana region beyond the City of Bloomington and Monroe County through:

- 1. Tech-specific programming
- 2. **Pipeline connections:** Companies that grow beyond the facility will be connected with resources and location options across Monroe County and South Central Indiana based on their needs.
- 3. **Collaboration:** To avoid duplication of resources across South Central Indiana, accelerator and industry-specific offerings will be developed through connections to other regional partners.



Trades District Technology Center position in the local ecosystem



Tech industry focus

This project supports South Central Indiana employment growth in the **Information and Communications Technology cluster**, identified by the <u>2014 Strategic Plan</u> <u>for Economic and Community Prosperity in Southwest Central Indiana</u>.

Existing tech companies: 40-50 tech companies of various sizes are headquartered or operating in Monroe County. Their areas of focus include:

Focus	Specialties
Artificial intelligence	Al for national security systems
Cloud computing	Software and Cloud Engineering, GIS Services, social good applications, Commuter Management Solutions
Consulting	Data management strategy; defense systems; IT and Management Consulting (digital and cybersecurity solutions)
Marketing / creative services	Creative design services, digital marketing, web design
Education	Technology-enabled learning, professional development to schools, tutoring, language learning

Insurance	Insurance - technology and call center services
Investment	Entrepreneurship/venture capital
ЮТ	Irrigation solutions, lighting
IT services	Procurement, Supplier Management, Contracting; tech support; travel industry IT; performance improvement systems
Software	SaaS: public safety training systems, workplace productivity; software for landscaping, data analytics and visualization; software security; building and scaling custom software; software development; enterprise software construction; gaming; creative automation solutions for tourism and shipping;
Telecommunications	Fiber / broadband

Intersections with other sectors:

(1) National security / defense: through NSWC Crane, Purdue@Westgate and collaboration with Indiana University. **Opportunities for sector growth** include electronic warfare systems, cyber warfare, surveillance equipment, radar systems, wearable support systems, and remote sensors.

(2) *Biomedical cluster:* Our biomedical cluster includes medical and electromedical instruments, medical supplies and devices, drugs and pharmaceuticals, and biotech/bio R&D firms. There could potentially be an intersection between tech and this industry.

Sub-sectors of focus for this initiative:

The following list outlines emerging technologies on which this initiative can focus. These technologies provide opportunity for South Central Indiana and build on expertise from Indiana University, NSWC Crane, and other companies in the area.

Fields that are interrelated:

- Al/Machine Learning*
- Big data analytics**
- Bioinformatics
- Business intelligence*
- Cybersecurity** CMMC connection. Cybersecurity as a service.
- Enterprise cloud-based services including SaaS*

Additional fields:

- Software development*
- Online transactions/e-commerce/online booking and payment solutions
- General engineering expertise

Commercialization services

Local tech companies that were interviewed about this project indicated the following services would be most useful for growth. Many of these services are also offered at similar centers across the country.

Connect growing tech companies and:

- **Regional innovation assets** which may include IU, NSWC Crane, The Mill, Purdue@Westgate, Rose Hulman, Battery Innovation Center, and others.
- Larger companies. The Center can connect open innovation research from small firms with corporations seeking new technologies. It can also connect Fortune 500 corporations seeking relevant SBIR/STTR technologies and mentor the respective SBCs in business development.
- **IU Faculty** may collaborate on SBIR/STTR funding, through the IU Innovation & Commercialization Office (ICO).
- **IU Alumni** could provide mentoring and funding support. IU Alumni who are entrepreneurs could also be attracted to this center.
- **Tech companies** already in the Monroe County and regional market have expressed interest in connecting through this Center, for cross-company collaboration.
- **Business opportunities.** Ad-hoc consortiums could help businesses pursue opportunities. (Ex: a group of businesses pitching a technology or service to a larger firm through a nonprofit may be better received.)
- International partners. The Center could connect growing companies with global business opportunities.

Attract and grow talent:

- Ensure talent is skills-ready by working with local schools. Examples include IU Luddy for experiential learning projects, and Ivy Tech for cybersecurity training, Next Level Jobs training, and Achieve Your Degree in connection with programs like computer sciences. Opportunities would be promoted especially to displaced local talent to ensure the workforce does not get left behind.
- **Connect to local alumni.** Promote connections to alumni from IU, Ivy Tech, and regional education institutions. Career services of these institutions would be involved.

- **Promote visibility** of the growing tech employment opportunities beyond IU UITS, IU Health, and others. Promote the Bloomington area community.
- **Promote companies that can use specific skills.** Share information on which companies are using which talent sets, and which have open jobs.
- **Connect with executive talent** that can help innovators run their businesses. ISBDC can serve as a marketing program for executive roles. Connections to IU and the Ivy Tech network can be made to connect trailing spouses.
- **Remote connections:** Connect companies to talent that may be hired remotely but wish to move to South Central Indiana.

Provide advisory services:

- Commercialization advisory / mentor board / entrepreneurs in residence: A pool of tech professionals can assist companies, while helping industry, universities and federal laboratories in commercializing their innovations through technical support. IU Innovation & Commercialization Office (ICO) commercialization managers can serve in these roles, with potential board participation from the ICO.
- **Technical support:** Growing companies need assistance in areas including accounting, HR, government contracts, security, IT infrastructure, cloud services, marketing, legal affairs, cyber security, product development, sales services, strategy, market access, and pricing. ISBDC at Ivy Tech can be a partner on these needs at no cost to the Center, as many companies currently leverage them for these items. The INTAP program can be leveraged for technical assistance funding through the State of Indiana.
- **Technical information on the industry:** The IU Innovation & Commercialization Office (ICO) has offered assistance for companies seeking to understand existing markets, existing companies in the industry, existing IP, and potential leads for business partnerships and customer development.
- **Peer groups:** Would enable growing firms to learn from one another.

Connect companies to funding:

- **Connect to existing investment funds** such as IU Ventures, Elevate Ventures, and others.
- Attract funding for technology commercialization. Provide a portal of options ranging from angel investing, to venture capital, and private equity. Create an investment fund if there are gaps in existing resources. The ISBDC and Cook Center at Ivy Tech can provide support for traditional financing options for SBA-backed loans.

- Provide SBIR/STTR services: Provide program management support including preparation of solicitations and evaluation of proposals. Mentor SBIR/STTR proposal development. ISBDC could be a partner on these services.
- **Provide grant management** support and access. Connect to State of Indiana training funds and tax incentives.

Provide Federal information and partnerships:

- **Connect with NSWC Crane,** which is interested in Indiana local businesses and growth. Workforce development for technology is a driver. Help local businesses navigate federal requirements.
- Connect with IN3 especially for NavalX opportunities.
- Connect with prime contractors for defense-related federal procurement.
- **Provide federal procurement support:** Offer approved GSA Professional Engineering Services for federal contracts and U.S. Navy Seaport Enhanced Events.
- International business: Provide support for how to navigate global markets.
- **Export control guidance:** Provide advice and procedures to protect industry, universities and other organizations from releasing valuable U.S.-developed technologies to other countries. IU compliance experts could also provide support.

Manufacturing / IOT

• Find manufacturers locally for initial runs of device prototypes.

The Facility

The following suggestions for the Trades District Technology Center building are based on initial feedback from companies, real estate and industry partners, and US EDA.

- **Space for companies:** This facility would provide office and shared space tailored to technology companies.
- Size: 9600 SF floor plates and up to 3 stories. Approx. 30,000 SF total.
- Potential amenities:
 - Technology
 - Quality bandwidth
 - A place to house infrastructure (like Columbus Data Cave)
 - High capacity electrical feeds

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- Access to tech equipment
- Space
 - Large meeting room space, which could also be rented by local companies that work remotely
 - Flexible attractive space, including build-out options for lab space
- Design
 - Post-COVID design, such as rooftop space that would serve as an open venue for gatherings.
 - Green building design
- $\circ \quad \text{Other amenities} \quad$
 - Indoor cafe or dining space
 - Indoor recreation space for cross-pollination among companies
 - Access to amenities in the area: parking, dining, recreation
- Outdoor green space
- Costs and reinvestment:
 - Class of office space and pricing under consideration.
 - Class A office space typically commands the highest rent.
 - Rent price points are currently under consideration. Specialization of the space would cost more. Smaller, growing companies could have a sliding price scale.
 - Profits would be reinvested into the Center.
- **Tenants and use:** Would include established technology companies, but could also include growing startups, such as those that have graduated form The Mill. It is important to ensure tenants are complementary (all tech-related). Companies working remotely could potentially use the address of this center for incorporation documents.

Managing entity & leadership

The following will be needed to lead the Trades District Technology Center, related to the commercialization services listed earlier in this document.

Technology expertise (most critical)

- **Technology expertise:** specifically in the region's emerging areas of expertise and opportunity.
 - Al/Machine Learning*
 - Big data analytics**
 - Bioinformatics
 - Business intelligence*
 - Cybersecurity** CMMC connection. Cybersecurity as a service.

- Enterprise cloud-based services including SaaS*
- **Rapid commercialization:** Proven record at rapid commercialization of technology.
- Large company/Fortune 500 connections: To help firms understand how to navigate and pitch their technology to larger firms.
- **Robust network in technology:** existing international, national, and regional connections with technology circles. Call upon this network to get companies unstuck as they commercialize, call on funding.

Federal government understanding:

- **Defense technology expertise:** understanding of how to work with government contracts, especially in relation to Crane. This piece could come in part through partnership with IN3.
- **SBIR/STTR knowledge:** Ability to help tech companies navigate and apply for these grants.

Raising capital for tech companies:

- **Network:** Knowledge and connections with existing funds for tech, capital markets, and rapidly growing tech companies.
- **Track record** of successfully raising capital and working with capital markets (venture capital, private equity, mezzanine finance, commercial grade lending)

Collaborative approach with partners on:

- Talent attraction
- **Business attraction:** work to support BEDC and regional business attraction efforts by connecting these entities with tech contacts, helping graduating companies connect
- Networks in Bloomington, Monroe County, region
- Indianapolis market connections

Community partner intersections

The following is a list of possible partners, currently under various stages of discussion.

ROI	Regional strategyWorkforce development
The Mill	Entrepreneurship pipeline
Ivy Tech	Cybersecurity programsApplication of tech to other industries
Purdue@Westgate	Civilian applications of defense tech
Neighboring LEDOs Radius Indiana SIDC	 Regional pipeline of growing companies; accelerator services for the region

Indiana University intersections (possibilities)

Entrepreneurship	 IU Ventures: collaboration around homegrown companies and attraction of IU alumni leading tech companies
Defense technology	Civilian applications of defense tech
Innovation / tech transfer	 UITS/PTI Luddy School: intelligent system design, high performance computing, etc. SBIR/STTR I-Light
Career / workforce	Employment opportunities for graduates
Student recruitment	Experiential learning, internships

TRADES DISTRICT TECHNOLOGY CENTER PRELIMINARY ENGINEERING REPORT

SEPTEMBER 18, 2020









PRELIMINARY ENGINEERING REPORT CONTENTS:

PROJECT COMPONENTS (PER C.1,C.2,C.4)

- PROJECT COMPONENT NARRATIVES (C.1, C.4,)
- VERIFYING STATEMENT OF PROJECT COMPONENTS (C.2)

PROJECT DESIGN DRAWINGS (PER C.3)

- SITE PLAN
- BUILDING FLOOR PLANS
- EXTERIOR ELEVATIONS + MATERIALS
- BUILDING AESTHETIC VISION
- EXTERIOR RENDERINGS

PROJECT COST ESTIMATE (PER C.5, C.6., C.7, C.8, C.9)

- PROPOSED METHOD OF CONSTRUCTION & CONST. CONTRACTS (C.5 & C.6)
- REAL PROPERTY ACQUISITION NARRATIVE (C.8)
- PERMITTING NARRATIVE (C.9)
- COST ESTIMATE AND COST NARRATIVE(C.7)

PROJECT SCHEDULE (PER C.10, C.11)

- ESTIMATED PROJECT SCHEDULE (C.10)
- PROJECT SCHEDULE TASKS (C.11)

PG. 04

PG. 18

PG. 38

PG. 42

DEVELEOPED BY:

AXIS ARCHITECTURE + INTERIORS RUNDELL ERNSTBERGER ASSOCIATES BRCJ CIVIL ENGINEERS FRP ENGINEERS LOFTUS ENGINEERING INC

ARCHITECTURAL DESIGN NARRATIVE

Developed by: Axis Architecture + Interiors

Conceptual Visioning + Project Goals

The primary objective for the project and facility is to create an environment that promotes emerging clusters of technology start-ups and supports growth in tech-focused industries in Bloomington, Monroe County, and South-Central Indiana. The architecture will evolve and support these industries and companies by creating the architectural and programmatical framework that fosters continued business growth within a collaborative environment to support the evolution of their brands, identities, and services/products. The building will also connect and inspire businesses by utilizing architecture and technological infrastructure to create a space that will cultivate relationships between companies, investors, and the public to inspire and recruit future start-ups to the area. Lastly the facility will create diverse employment opportunities and develop connections not only locally, but nationally and globally as well.

Context + Site

The building is located southwest of the intersection of Makers Way and Madison Street within the Bloomington Indiana Trades District, a 12-acre Technology Park envisioned as a place for innovation, attraction, and job-creation for the City of Bloomington. The site and district are located within walking distance to the Bloomington Downtown to the Southeast, B-line trail to the South, and residential and commercial development to the North and West. The building is also located directly adjacent to the Dimension Mill Building, a start-up incubator space, allowing the new Tech Center to create connections both physically, socially, and economically with the Mill and its start-up tenants. Being located at the intersection of Makers Way and Madison Street, allows the building to become a center point or hub for the future development within the district in the future, also allowing to building to set a precedent for both scale and architectural language within the district for future development.

The Trades District is located on the site that was formerly occupied by the historic Showers Brothers Furniture Company that in the mid 1920's had "the largest furniture factory in the world" producing 60% of the hardwood furniture manufactured in the United States. The architectural expression of the building will be one that respects the past heritage of the Showers Brother Furniture Company and existing historic buildings within the district, while at the same time creating a contemporary architecture that inspires technology based companies for today and tomorrow. The architecture will use scale. Materiality, and window fenestrations, to create connections to the past, while using detailing, proportion, transparency, and innovative technologies to create a language for today.

Building Massing + Organization

With the primary goals of evolving, supporting, connecting, and inspiring technology focused companies in mind, the building program uses a mix of small to medium sized tenant spaces, a central atrium/lobby space, outdoor roof terraces, and amenity support spaces to achieve these goals. The 31,375 GSF building is organized into two program "bars" separated by an active atrium/lobby space that serves as the "social core" of building. The atrium space features an open stair, stadium seating area, and natural daylight welcoming people into the building, as well as inviting and encouraging occupants to use the central open stair to promote an active and a healthy work environment. The north program bar and atrium space are set back from Madison







Street and the west pedestrian way to create an East Entry Plaza and a courtyard to the west, both of which become amenity spaces for both the tenants, Dimension Mill, and public.

Service areas and restrooms are located West of the atrium space to create an efficient utility core that stacks between floor plates. Gender inclusive restrooms are untilized on all three levels to provide efficiency and inclusive restroom design throughout the building. Bike lockers and family restrooms equipped with showers (all three levels) are also provided to promote an active and healthy workplace. Lastly, a mother's room is located on Level 01 to provide a comfortable and private space for nursing mothers.

Meeting rooms, a Wellness room, and a work café are located within the North Bar of Level 01 to create connections with these exterior patio and streetscape as well as allowing these rooms to have a connection with the public for potential outreach events and seminars. Tenant spaces ranging from 1,500 SF to 3,600 SF predominantly occupy the rest of the building, providing 18,500 NSF of rental tenant space and 3,200 NSF of amenity space. Exterior workspaces via terraces and site spaces are incorporated on all three levels to create areas of respite, as well as flexible shared workspace for a post Covid-19 office space at convenient locations throughout the building/site.

Architectural Aesthetic and Materiality

The materiality and overall architectural aesthetic were developed with creating a timeless palette and expression that invokes connections both with the industrial past and the technology focused present and future, giving the building a sense of timelessness. Natural materials like charcoal masonry and heavy timber wood structure help anchor the building with the historic buildings that neighbor the site. The building showcases its heavy timber frame both on the interior and exterior providing both warmth, beauty, and a connection to the crafting of wood that was once done by the Showers Brothers Furniture Company on the site. Generous transparency is used along the east façade to provide ample natural light into the office spaces and creating connections to the Entry Plaza and Madison Street to the interior office and atrium spaces. The upper levels are clad with a Corten metal (rusted metal), charcoal metal, and smaller windows openings that creates a dynamic rhythm and contemporary language to the north, west, and south facades. This window rhythm of smaller window openings also allows for future flexibility in the division of tenant spaces and other interior walls. Lastly, a 5,600 SF photovoltaic array canopy is lifted above the building to create a celebrated piece of sustainable infrastructure that provides shade for the outdoor roof terraces, a strong aesthetic piece to the building, and a source of sustainable energy for the building.

Interior spaces will have an aesthetic and materiality that provide continuity to the exterior and site design elements, with the use of natural materials and transparency. The heavy timber structure mentioned previously will create a sense of warmth for the interiors, with polished concrete floors and painted/exposed MEP systems and metal deck creating an architectural language that is cost effective and unique to the building and its tenants. The natural material palette of wood, metal, and concrete will also allow for the tenant spaces have minimal tenant improvement costs due to the strong aesthetic of the shelled space.

Sustainability + Wellness

The builling design, components, and systems will focus to minimize the negative environmental impacts of the building, while at the same time developing a space that supports human health and wellness. Exterior work spaces both at grade and on roof terraces provide opportunities for respite and fresh air. Window opennings throughout the building provide connections to the outdoors and bring natural daylight into the work environment, minimizing the electrical requirements needed for lighting and creating a sense of energy in the spaces. The wood strutural system and minimal/exposed interior systems minimizes the need for interior finishes, and helps reduce the carbon fooprint of the building. Lastly, a 5,600 SF photovoltaic array canopy on top of the building utilizes py's already own the be city to create a piece of architecture that celebrates sustainable technology and provides renewable energy to the building

Building Code Review and Zoning Analysis

With the building being a 3-story and 31,375 SF, the building will be equipped with a fire suppression system allowing for the additional height and square footage. With this, the building will be categorized as a type VB (Unprotected Wood Frame) building under IBC 2012, which would allow for the stairs, walls, and floors to be unrated assemblies, and allowing the building to only be served by only two stairs (one open, one closed). All of the interior and exterior areas will be fully accessible via an elevator and a sloped walkway at the patio area East of the café from Makers Way to the main entry doors. The building's B occupancy is an accepted use within the Mixed-use Downtown – Showers Technology Downtown Character Overlay under the City of Bloomington Unified Development Ordinance. The building will be 48'-0" in height, which is below the 50'-0" max building height for the site, and provides a 5'-0" setback at both the West and South lot lines for the site, no setbacks are required off of the North and East faces of the site since this is a corner lot. An existing parking garage located one block South of the building will handle parking requirements necessary for the building, and accessible spots will be identified at the existing street parking along Makers Way and Madison Street.

City of Bloomington + Bloomington Economic Development Corporation Trades District Technology Center

LANDSCAPE DESIGN NARRATIVE

Developed by: Rundell Ernstberger Associates

The site design for the new Tech Center complements the use occurring within the building and acts as an extension of the space. A formal, paver entry plaza extends from the building's main door towards Madison Street on the east. Adjacent to the entry plaza, exterior bicycle parking and a bench service commuters and visitors to the building and provide convenient access to nearby pedestrian and municipal bicycle facilities, including the B-Line trail, which serves as a primary pedestrian and cyclist thoroughfare connecting the north and south ends of the community. Immediately north of the main entry plaza, the building's social hub and café extend into the space in the form of an outdoor, paver patio that provides movable tables and chairs that allow users to socialize, work, and coordinate in small groups or on an individual basis. Adjacent to the outdoor café, a large community table accommodates gatherings of up to twenty people. Located within an accessible crushed stone pavement, this table and space allows for outdoor meetings, collaboration, and socializing. Overhead catenary lighting extends the use of the space into the evening and provides an ambience that helps better define a dynamic, outdoor room. Surrounding landscape plant material provides color, fragrance, and shade that is pleasurable to users and habitat for local fauna.

Extending along the north and east sides of the main entry plaza, outdoor patio, and community table, a low site wall defines the edge of the property, the right-of-way, and the outdoor space. Constructed of limestone, brick, and materials that complement the building and the character of the Trades District, the wall creates a density along the adjacent streetscape that is ideally suited for pedestrians, provides seating, and marries nicely with the adjacent streetscape. Located on the wall, building identification signage announces arrival to, and welcomes guests and building users to the facility.

The rear, or west side, of the facility addresses an alley which serves as both a service and pedestrian corridor connecting the north and south ends of the Trades District, as well as providing direct pedestrian access to the area's parking garage on the south. An outdoor, paver patio creates a welcoming secondary entrance to the building and provides connections to the facility's wellness room and primary corridor and lobby. The rear patio provides a quieter experience and additional, movable tables and chairs ideally suited for small groups or individuals. North and south of the patio, landscape plantings anchor and soften the building and create a pleasurable pedestrian experience for users within the alley. Adjacent to the south end of the rear patio, a small, brick masonry fence enclosure screens the building's service needs and trash and recycling containers.

A paver, pedestrian path along the south end of the facility provides access to the building's stair well, as well as, direct access to the rear alley on the west and Madison Street on the east. Separating the pedestrian path from the building by five feet, a linear landscape bed provides additional trees, shrubs, and perennials that soften the building and enhance the pedestrian experience.

The north façade of the building addresses the adjacent street, Makers Way, in a direct and urban way that creates a comfortable pedestrian density in harmony with the Trades District's planning and intent. Separated from the back of sidewalk and public right-of-way by five feet, a linear landscape bed is created that is comprised of colorful shrubs and perennials which soften the building, provide attractive scenery for the building tenants, and enhance the pedestrian experience along Makers Way.

CIVIL ENGINEERING NARRATIVE

Developed by: Bledsoe Riggert Cooper James Civil Engineering

Site Context

- Historic Showers Furniture Company
- Railroad Corridor
- COB Redevelopment
- The site is located at the SW corner of Madison St. and Makers Way

Site Constraints

The site is moderately sloped, falling at roughly 3% from northwest to southeast. Streetscapes along Madison Street and Makers Way are fully developed to the lot lines, providing firm match points with the existing site.

Due to historic rail road activity, soil contamination from coal ash and cinders has been documented on the site. Site grading will be designed to elevate the building as much as possible to avoid excavating contaminated soils, while maintaining accessibility. However, it is possible that a significant amount of material will need to be exported from the site and disposed of at an approved waste handling facility.

Site Utilities

Based on provided design drawings of the Trades District development, there appear to be utility stub-outs to the site for water, sewer, and storm.

Water

Water mains runs along the bounding streets both north and east of the site. A fire hydrant is located at the intersection of Maker and Madison, flow test data at this hydrant provided by CBU indicate static pressure of 62 psi and available flow of nearly 850 gpm.

The proposed project will connect fire and domestic water service lines to the main in Maker Way. Fire service will include standard appurtenances, such as post indicator valve and fire department connection.

Sanitary Sewer

A sanitary sewer later has been stubbed out to the site from the main line running in Madison Street. The proposed project will connect a 6" lateral to the provided connection point.

Stormwater

The project anticipates providing for stormwater management on the site. The extent to which this will be required by the City is not yet certain, since there do appear to be some existing underground detention facilities that may have been sized to accommodate runoff from the fully developed Tech Park.

The proposed green roof over the north part of the building will aid in reducing peak runoff from the site, and additional detention and treatment features may be incorporated into the design of the entry plaza.

Electric & Gas

By others.

Site Plan Approvals

The site is zoned for Mixed Use - Downtown, appropriate for tech development. A site plan approval from the City of Bloomington Plan Commission will be required for the new facility. The design team does not anticipate that any variances will be required.



STRUCTURAL DESIGN NARRATIVE

Developed by: FRP Structural Engineers

Project Description

The project will consist of a new office building located in the Trades District in Bloomington, Indiana. The facility will be sited south-west of The Mill building at the corner of Maker Way and Madison Street.

The building will have an approximate size of 31,500 gross square feet. The project will have three floors with no basement and will feature a roof top terrace, green roof, and PV panel array.

Applicable Building Codes and Loading Criteria

The new facility will be designed in accordance with the 2014 Indiana Building Code which is based on the design criteria of the 2012 International Building Code and ASCE/SEI 7-10 Minimum Design Loads for Buildings and Other Structures.

IBC 2012 adopts the following editions of each of the specific material design specifications:

- ACI 318-11 Building Code Requirements for Structural Concrete
- TMS 402-11/ACI 530-11/ASCE 5-11 Building Code Requirements for Masonry Structures
- AISC 360-10 Specification for Structural Steel Buildings
- ANSI/AWC NDS-2012 National Design Specification for Wood Construction

The anticipated loading criteria are as follows:

<u>Floor Dead Load</u> Self-weight of floor framing systems

<u>Floor Superimposed Dead Load</u> 20 psf for partitions, floor finishes and suspended MEP systems.

Floor Live Load

100 psf for elevated floor slabs. For the Upper Level offices this exceeds the code minimum loading of 80 psf, but provides future flexibility for other uses.

150 psf for mechanical rooms on elevated slabs.

Elevated floor slabs will be designed to mitigate but not eliminate floor vibrations. Design will be in accordance with AISC Steel Design Guide 11 – Floor Vibrations Due to Human Activity and meet the requirements for Chapter 4 Design for Walking Excitation with an acceleration limit of 0.5%, which is typical for office areas.

Slab on grade design will allow for a 10,000 lb scissor or fork lift load with entire load concentrated on one axle. This is intended to cover equipment during construction and maintenance equipment during the operation of the facility. The elevated floor slabs will be designed for light construction equipment such as forks lifts or scissor lifts with a maximum two wheel axle load of 5,000 lbs. This must be confirmed by Owner and CM as being adequate during construction and for maintenance and operations during use of the opened facility.

Roof Dead Load Self weight of deck and any framing.

Roof Superimposed Dead Load 20 psf for roofing system and all suspended systems from below.

Portions of roof shall be designed for the reactions from roof top fall protection equipment.

Roof areas with mechanical equipment will be designed for the actual weight of the equipment.

Metal roof deck without a slab will not support any suspended concentrated loads from the M/E/P systems. All attachments will need to be made directly to structural members.

<u>Green Roof Superimposed Dead Load</u> 50 psf for roofing system, soil, plantings and all suspended systems below.

Snow/ Roof Live Load 20 psf snow plus 5 psf rain on snow, or snow drifting on flat roofs

<u>PV Structure Dead Load</u> Self weight of deck and any framing.

STRUCTURAL DESIGN NARRATIVE

Developed by: FRP Structural Engineers

PV Structure Superimposed Dead Load 8 psf for PV panels and supports

<u>PV Structure Ice Loads</u> Nominal Ice Thickness = 3/4"

Ice Concurrent Wind Speed = 40 mph

Wind and Seismic Design Criteria

The ultimate force design wind speed is 115 mph for a three second gust on a Risk Category II structure.

Note: It is assumed that Factory Mutual requirements will not be specified for the structural systems on this project.

Seismic Occupancy Category:	II
Assumed Seismic Site Classification:	В
Seismic Importance Factor:	1.0
Mapped Spectral Response Accelerations:	Ss = 0.223g
	S1 = 0.107g
Seismic Design Category	В

Delegated Design Components

The design of the following components will be delegated to the contractor's supplier: metal stud backup for brick and exterior panels, permanent roof top fall protection systems, cladding systems and their attachments to the structural frame, and fire exit stair framing.

Geotechnical Criteria

Foundation recommendations are based on the geotechnical report titled "Limited Environmental and Preliminary Geotechnical Investigations" prepared by CTL Engineering, Inc. dated June 28, 2013. This report is a preliminary report for the entire development area. It is anticipated that an additional site specific report will be required for this project.

The site is generally characterized by 10' – 15' of soft clays above bedrock. The soft clays are not suitable to support the structure, so foundations extending down to bedrock are anticipated. Previous experience in the area indicates that the bedrock will likely have allowable bearing capacity of 30 ksf.

An additional site specific report will more accurately determine the depth of the bedrock to reduce unknowns and risk of rock removal during the bidding and construction process.

Foundation System

The building foundations will likely be supported on 4'-0" diameter drilled piers extending to bedrock. A perimeter grade beam extending down to frost line will be required for cladding support around the entire building. The grade beam will be designed to span between drilled piers. The top of interior foundations and pile caps will typically be 1'-0" below the proposed slab on grade elevation. The tops of some foundations will need to be 2'-0" below slab on grade where roof leaders come down a column or floor drains are located within their footprint. The bottoms of all perimeter footings outside the basement footprint will be at least 2' 6" below grade to meet frost depth requirements. Pits will be required for each elevator shaft. At this point, it is assumed that all existing utilities within the building lines will be relocated; therefore no special building foundations will be 3,000 psi at 28 days.

Slab on Grade

The slab-on-grade construction will be a 5" thick slab with welded wire fabric. There is no need to thicken the slab-on-grade for any interior non-load bearing partitions if the subgrade is properly compacted. The specified concrete strength at 28 days will be 4,000 psi. This will likely need to be constructed on a six inch free draining granular fill. Additional grinding at the control joints should be anticipated for prep work due to curling, especially for any thin set tile or similar finishes. Control joints will be spaced at approximately 10' to 13' on center in each direction with diamond shaped block-outs around the columns where needed. A vapor barrier will be placed below the slab to reduce the potential for moisture infiltration and damage to floor finishes.

STRUCTURAL DESIGN NARRATIVE

Developed by: FRP Structural Engineers

Based on the existing soft clay soils, it is likely that the slab-on-grade can bear on existing soils, provided that the owner recognizes some risk of greater-than-normal slab settlement. If this risk is not acceptable, a structural slab supported by drilled piers would be required.

A troweled finish with a minimum overall FF number of 30 and FL number of 25 is anticipated to be specified for the slab on grade. Higher FF and FL numbers would be specified for polished concrete areas. Depending on architectural requirements, control joints may need to be filled with joint sealant.

The floor slab will be sloped and recessed in several areas. Floor drains and other embedded elements are anticipated. Recessed walk-off mats may be required at the entries to the building.

Superstructure

The structure will consist primarily of glue-laminated (glulam) mass timber supporting concrete slabs on metal deck. Glulam is an engineered wood product consisting of layers of dimensional lumber bonded together with durable, moisture resistant structural adhesives. This material is more cost effective and sustainable, because it is composed of smaller faster growing tree species.

It is anticipated that the species of Glulam used for this project will be a readily available species in the vicinity of the project site, such as Southern Yellow Pine. A stress class of 24F-1.8E will be used with a balanced layup for columns and an unbalanced layup for beams and girders. An Architectural Grade appearance will be specified for exposed to view members. Typical building grids will be approximately 22'-0" x 26'-0"' with joists spaced at 11'-0" oc. Floorto-floor height will be roughly 14'. Typical members sizes are as follows: Floor Joist - 8-1/2" W x 27-1/2" deep, Floor Girder – 8-1/2" W x 33" deep, Roof Joist – 5" W x 17-7/8" deep, Roof Girder – 5" W x 23-3/8" deep. Timber columns will be a maximum of 15-1/8" x 14-3/4" and a minimum of 8 1/4" x 8-3/4", with the larger sizes occurring on the lower levels of the building. The elevated floors at Level 02, Level 03 and the roof terrace and the green roof will be 3" of normal weight concrete on 3" 18 gage galvanized composite metal deck (6" total thickness). The 18 gage thickness is heavier than required for structural loads, but since the deck will be architecturally exposed a heavier gage is planned to limit deformations often visible in this type of system. The roof decking will be 3" 20 gage galvanized metal roof deck. The lateral system will consist of steel bracing placed in locations to work with other building requirements. The

solar support structure will consist of structural steel framing. The steel prepared via SSPC SP6 and painted with a 3 part finish system to ensure an adequate design life for exterior exposure.

Cladding Back-Up and Support

Masonry and metal panel portions of the facades and soffits will be backed-up by light gage metal stud framing, supplemented with miscellaneous steel where required. Lateral back-up and support for the glass curtainwall system will likely consist of steel HSS tubes.

Exposed Structural Finishes

It is anticipated that the following structural elements will remain exposed to public view and an appropriate level of finish will be specified.

- Timber Framing
- -Underside of slab on metal deck and roof deck
- and Bridges)
- PV Panel Support structure AESS1

Coordination with Other Trades

The following restrictions will be coordinated between MEP and Structural systems.

Penetrations through Structural Systems

Do not cut openings in any cast-in-place concrete slabs, concrete beams, structural steel beams, and or any columns unless specifically detailed on the structural drawings.

Penetrations up to 12 inches large through cast in place concrete walls and slabs on composite deck may be sleeved or field cut.

All penetrations greater than 12 inches in concrete slabs and walls need to be sleeved or formed. Notify Structural Engineer and CM of any openings greater than 12" that are not shown on the structural drawings. (We intend to eventually coordinate all penetrations greater than 12" and show on our drawings during the CD phase)

Contractor to provide a coordinated submittal of all MEP penetrations (sleeved and field cut) to the structural engineer for review prior to the corresponding pour being made.

- Monumental stair at lobby - AESS 3 (Architecturally Exposed Structural Steel, category as defined by AISC 303-16 Code of Standard Practice for Steel Buildings

STRUCTURAL DESIGN NARRATIVE

Developed by: FRP Structural Engineers

Do not place embedded conduit runs in slabs or walls unless specifically detailed on the Drawings. (We will need to coordinate specific dimensional locations of all embedded conduit in slabs. Electrical contractor cannot have freedom to route conduit as they see fit without prior approval)

Attachments to Structure

Do not suspend or attach any MEP systems to metal roof deck without concrete slabs.

Do not attach any MEP systems greater than 1,000 lbs to any composite slab, cast in place slab, concrete slab, concrete beam or structural steel beam unless specifically detailed on the structural drawings and shown on the load criteria plans.

Attachments shall not be made to the bottom 6" of any cast in pace concrete beam unless the depth of anchor is limited to 1".

Do not attach any MEP systems greater than 150 lbs to any location between panel points of top and bottom chords of bar joists without reinforcement per detail to be provided.

Do not attach any MEP systems greater than 250 lbs to any bar joist panel point.

Field Quality Assurance

General construction observation will be provided by the project Structural Engineer of Record at intervals appropriate to the stage of construction to verify that construction is complying in general with structural plans and specifications.

Separate Testing and Inspection programs for the concrete, mass timber, CMU, and structural steel construction will be provided in each specification section for each respective material. It is highly recommended that these inspections and testing be provided by the owner and not by each individual contractor, which is consistent with Chapter 17 of the International Building Code. Appropriate allowances would need to be included in the project budget outside the construction budget. Following is an overall summary of the Testing and Inspection that will be specified.

The foundation bearing materials will need to be inspected and tested on site by the same firm that prepares the geotechnical report to ensure single source responsibility for the foundation design.

Concrete testing and inspection will consist of at least the following: Slump, cylinder strength, floor flatness requirements and rebar inspections for cast-in-place concrete work. Steel testing will consist of observations of bolt tightening procedures, and shop and field weld inspections. Additionally, inspections of the roof deck attachments to the structural steel will be specified.

City of Bloomington + Bloomington Economic Development Corporation Trades District Technology Center

MECH, ELECT, PLUMBING DESIGN NARRATIVE

Developed by: Loftus Engineering Inc

Mechanical System Analysis

Background

The mechanical systems for this project must provide occupant comfort, reliability, humidity control, future flexibility and energy efficiency. The process for system selection will include collaboration with the design team, facility maintenance and administration representatives. Multiple system types will be compared using a building energy model, as well as other categories of performance in a qualitative analysis. More than one system type may be implemented, based on the use of space and schedule of occupancy. The building will be zoned to combine similar heating and cooling load profiles and ventilation requirements.

In addition, multiple energy conservation measures will be evaluated for cost, practicality and return on investment, such as:

- HVAC economizer control sequences
- Energy recovery using a heat exchanger to pre-heat or pre-cool outside air with building relief air.
- Ventilation demand control, providing outside air only when occupancy, or CO2 levels require it.
- Daylight harvesting, to control lighting when ambient light is available.
- Occupancy lighting controls

As the building will utilize almost all of the ground level space, outdoor HVAC equipment will likely be installed on roof areas, away from the outdoor gathering spaces being planned. Systems that may be considered for this project include:

- Variable Air Volume with hot water reheat; Hydronic heating and cooling
 - All heating and cooling air for the space is supplied through this type of unit.

- Useful in spaces where the occupant load swings between near empty to high density.

- Effective to control humidity, due to occupants, internal processes or outside air

- infiltration
- -Active Chilled Beam system
 - than the VAV system above.
 - -Hydronic heating and cooling to each chilled beam
 - equipment.
- -Variable Refrigerant Flow (VRF)
 - would require the smallest ductwork system to deliver ventilation air only. equipment.

Mechanical System Narrative

Proposed Airside System

For the purpose of this study, the proposed HVAC system will be assumed to incorporate a central VAV system for the common areas and amenities, with a chilled beam system to serve the tenant spaces.

Air Handling Equipment

Two central air handling units will be located on the third floor roof, to serve the entire building. Unit 1 will be VAV, to serve the common building spaces and amenities (approximately 40% of the building area) with the other generally being used to serve the tenant space chilled beam system (approximately 60% of the building area).

- Unit 1: This unit will serve the common and amenity spaces. This unit is intended to be a variable volume unit, with an enthalpy type energy recovery wheel to pre-condition the

- May be implemented to serve the common circulation spaces and amenities.

-Primary supply air is provided from a central station air handling unit to drive the chilled beams and provide ventilation air. This involves a smaller ductwork system

-Useful in smaller spaces with varying heating and cooling load profiles. -Flexibility of future tenant needs can be met through rearrangement of unitary

-Ventilation air is provided by a dedicated outside air system to each space. This -Flexibility of future tenant needs can be met through rearrangement of unitary

MECH, ELECT, PLUMBING DESIGN NARRATIVE

Developed by: Loftus Engineering Inc

outside air with relief air from the space. The unit's heating coil will be hot water, and the cooling coil will be chilled water coil.

- Unit 2: This unit will serve the tenant spaces on the first, second and third floors. All of the spaces served by this unit will be conditioned with active chilled beams. This unit will drive the active chilled beams. The unit will utilize an enthalpy wheel to pre-condition the outside air with the relief air running back to the unit. The unit will also utilize a preheat coil, and a cooling coil. The unit's heating coil will be hot water, and the cooling coil will be chilled water type.

VAV Air Terminal Units: Spaces served by Unit 1 will be provided with VAV air terminal units with hot water re-heat coils. A minimum of one VAV unit for each zone will be provided. Spaces served by chilled beams will have the primary air quantity regulated by CAV air terminal units upstream of the chilled beam units. Each individual suite will have at least one individual zone control by way of a four pipe chilled beam unit(s). The primary air units that drive these boxes will be arranged so that one unit serves multiple rooms. In large open office spaces, the chilled beams will be 2-pipe cooling only chilled beams. The terminal units serving these beams will be selected with reheat coils, and will be arranged so that each cooling zone receives its own air terminal unit with re-heat.

Perimeter office zones and zones with large expanses of glass will also be provided with hot water finned tube radiation.

A toilet exhaust fan will be provided on the roof to exhaust the restrooms.

A three story atrium is planned for the building. An engineered smoke exhaust system will be provided, as required by Code.

Proposed Hydronic System

Heating hot water for the building will be provided by multiple high efficiency, condensing heating water boilers, located in a mechanical room and sized to provide at least 70% of the building load, should one boiler be disabled. The system will use at least two heating water pumps to circulate the heating water to VAV boxes, chilled beams, cabinet unit heaters and finned tube radiation.

Cooling for the building will utilize an air-cooled chiller, with glycol chilled water loop. A building chilled water pump will be provided. Also provided will be two chilled beam loop pumps that will pump a blended chilled beam water loop. The blended chilled water loop supply temperature will be maintained at 2 degrees above the space dew point. Condensate sensors will be provided on representative chilled beam units to shut the chilled water valves in a given area if condensate does form on the piping.

Finned tube radiation will be provided in exterior office spaces and spaces with large expanses of glass.

Hot water cabinet heaters will be provided at entry vestibules, and unit heaters will be provided in mechanical spaces.

Four pipe fan coil units will be provided in the exit stairwells. Two pipe fan coil units will be provided to serve the IT rooms and electrical rooms.

Proposed Building Automation System

A DDC temperature control system will be provided.

CO2 sensors will be provided in high density occupancy areas for demand ventilation and/or monitoring purposes.



MECH, ELECT, PLUMBING DESIGN NARRATIVE

Developed by: Loftus Engineering Inc

Plumbing System Narrative

The plumbing scope is to design a complete plumbing system including domestic hot and cold water, sanitary waste, vent, and storm drain based on the proposed building.

Proposed Domestic Water System

A new domestic water main will enter the building on the first floor. A reduced pressure backflow preventer will be installed in the mechanical room. The water main will provide domestic cold water to the building and the water heater. Domestic cold water will be distributed throughout the building to restroom groups, lavatories, hand-wash sinks, and janitor sinks as required.

Domestic hot water will be heated by a semi-instantaneous steam to hot water heater located in the mechanical room. A standard 120°F hot water loop will be piped to all lavatories, hand-wash, and janitor sinks. Each hot water loop will require a thermostatic mixing valve, and an inline recirculation pump.

A water softener system will not be provided.

Proposed Sanitary and Vent System

Sanitary waste and vent mains will be provided for restroom groups. Restrooms will be ADA compliant.

Sanitary waste from the plumbing fixtures will be piped by gravity to the sanitary sewer. Vent mains will exit the building through the roof.

Proposed Storm Drain System

Roof drainage will be piped from roof drains through vertical risers in the building and out to the storm sewer via gravity.

Proposed Fire Suppression

A fire service will enter the building and be piped through a double check backflow preventer. A fire pump to serve the building is anticipated, based on a recent flow test in the project area. The fire suppression system will consist of sprinkler pipe zone valves and mains. Branch piping will be installed and spaced to provide proper coverage. A standpipe system will be located in the stairwells.

Electrical, Communications and Security Systems Design

Electrical System Narrative

Proposed electrical service for the New Trades District Tech Center will be at 480V, 3-Phase served by Duke Energy. Service will enter a main panelboard, located on Level 1, and be distributed to 480Y/277V branch panelboards for lighting and mechanical equipment loads on each level. The main panelboard will also serve a step-down transformer to feed a 208Y/120V distribution panelboard which will feed 208Y/120V branch panelboards on each level for receptacle and small equipment loads.

Receptacles will be provided in the finished interior rooms and distributed around the tenant spaces for basic use. Receptacles will also be provided in select locations convenient to the exterior seating areas for laptop and cell phone charging.

Emergency power will be provided by battery inverter systems for egress lighting and exit signs, a battery lowering system for the elevator and battery secondary power for the fire alarm. Data and communications systems will have individual UPS systems in each IT rooms and at point-of-use for other critical equipment.

Proposed roof mounted solar photovoltaic panel array (PV) will connect to the main panelboard and provide an on-site energy source that will offset the active electrical load of the building. When the electrical energy produced by the PV array is greater than the usage, the energy will be sold back to the grid through a net metering connection with Duke Energy. A "dashboard" display is anticipated in the lobby to show the energy offset provided by the PV. The City of Bloomington is furnishing the PV panels for the project as part of their commitment, to be installed by the contractor.

MECH, ELECT, PLUMBING DESIGN NARRATIVE

Developed by: Loftus Engineering Inc

Lighting System Narrative

Lighting for the New Trades District Tech Center will all LED type for energy efficiency and reduced maintenance. It is anticipated that a variety of fixture types will be used depending upon the character and desired aesthetic of the interior and exterior spaces. Interior spaces will be mostly ceiling mounted or suspended. Exterior lighting will be a combination of overhead suspended, catenary, lighting, building wall mounted fixtures and free-standing poles or bollards.

Interior spaces will have occupancy sensor controls, and where advantageous, daylight sensor controls. Training and meeting rooms will have dimming controls to facilitate multiple uses including video presentations.

Lighting will be provided for safe egress at all times, and battery powered emergency lighting will be provided for egress lighting during power outages.

Exterior lighting will be controlled by a photocell control to turn on the lighting at dusk and a timeclock to reduce the lighting after hours for energy conservation. It is anticipated that there will be minimum security lighting on from dusk to dawn.

Data And Communications System Narrative

The Trades District Tech Center will have infrastructure designed for communications flexibility and scalability. IT rooms are provided on each level for building infrastructure backbone and distribution. Overhead cable tray pathways will be provided for distribution to including the tenant spaces to allow configuration to tenant's needs. It is anticipated that there will be a combination of wired jacks and dense wireless coverage throughout the interior of the tech center and wireless coverage of the outdoor seating areas.

Level 1 training and meeting rooms will be set-up for video conferencing and multi-media presentations. Tenant spaces will be flexible for audio-visual configuration by the tenants.

Safety Systems Narrative

The Trades District Tech Center will have an access control system to secure the building while allowing tenants and other users access. Security cameras will be provided for monitoring of exterior seating areas, entrances and interior common spaces. An automatic and manual fire alarm system will be provided with notification meeting ADA requirements.

City of Bloomington + Bloomington Economic Development Corporation Trades District Technology Center

CONSTRUCTION FEASIBILITY

Developed by: Axis Architecture + Interiors

Construction Feasibility Analysis

The project site, program, and building provide both positives and negatives in regards to constructibility of the project. The project site has already been prepped both in utility infrastructure and streetscape/site improvements, which will allow for the building budget/funds to go predominately to the project itself. The site is also relatively flat, which will minimize additional grading and excavation that may be necessary for the project. A 3-level (379 space) parking garage is also currently being constructed one block south of the project site that will be utilized by the building as well, reducing the need to provide parking within the facility or onsite. Lastly, open areas both to the South and West allow for ample space for construction lay down areas, job site circulation, and infrastructure during construction.

With these positives, there are also a few concerns in regards to the project site and constructibility, all of which can be mitigated through various construction and design practices. The soils report notes there is contaminated soils approx 4-8' below grade, the design team will focus on minimizing grade removal at these elevations, as well as hold a budget allowance for removal/disposal for this. The site is also located adjacent to the Showers Brothers Historic buildings to the South and East, in particular the Dimensional Mill building to the East. Due the proximity to these historic buildings, construction vibrations should be minimized and monitored to reduce the impacts on the surrounding historic structures. A pre-construction survey should be conducted to understand what effects the construction of the project may have on the adjacent buildings. Like with every project the uncertainty of the future bidding climate is always a concern. The cost estimate within the PER takes into account escalation along with a 5% design and trade contingency to forecast the potential bid cost of the project. Price estimates/packages will be developed at each milestone throughout the design process to continue to forecast and provide guidance for the owner and design team.







VERIFYING STATEMENT OF PROJECT COMPONENTS (C.2)

Narrative to be written and match grant application









PROJECT DESIGN DRAWINGS (C.3) CONTEXT + SITE PLAN



PROJECT DESIGN DRAWINGS (C.3) ZONING SITE PLAN NOTES UNIFIED DEVELOPMENT ORDINANCE DISTRICT - MD-ST: SHOWERS TECHNOLOGY DOWNTOWN CHARACTER OVERLAY - FRONT SETBACK MAX: 15'-0" - SIDE SETBACK MAX: 5'-0" - REAR SETBACK MIN: 5'-0" - PRIMARY STRUCT. HEIGHT: 50' (4-STORIES) MAKER WAY - IMPERVIOUS SURFACE MAX: 75% - LANDSCAPE AREA MIN: 25% ACCESSIBLE STREET PARKING (3 SPACES) - PARKING REQ: NONE *PROVIDED BY SOUTH GARAGE ____ SHOWERS BROTHERS FURNITURE FACTORY HISTORIC DISTRICT - PROJECT SITE IS LOCATED OUTSIDE OF HISTORIC DISTRICT. WEST BOUNDARY OF DISTRICT IS LOCATED ALONG MADISON STREET MAX. FRONT SETBACI 6-6 SERVICE + PEDESTRIAN **BUILDING FOOTPRINT** 3 LEVELS (48'-0" HT.) 31,375 GSF TRANSFOR DUMPSTER REQ. SIDE SETBACK SITE PLAN PARCEL LINE \bigcirc 05 15 35

City of Bloomington + Bloomington Economic Development Corporation Trades District Technology Center



PROJECT DESIGN DRAWINGS (C.3)

LEVEL 01 FLOOR PLAN



PROJECT DESIGN DRAWINGS (C.3)

LEVEL 02 + 03 FLOOR PLAN





PROJECT DESIGN DRAWINGS (C.3) INTERIOR AESTHETIC VISION



INTERIOR ARCHITECTURE

INTERIOR DESIGN/ARCHITECTURE IS ALL ABOUT THE HUMAN EXPERIENCE AND EMPOWERMENT. WITH THE USE OF NATURAL MATERIALS, TRANSPARENCY/DAYLIGHT, AND A "SOCIAL CORE" WITHIN BUILDINGS, THE BUILDING WILL CREATE AN INVITING HOME FOR TECH COMPANIES AND COMMUNITY MEMBERS ALIKE.

CREATE AN ARCHITECTURE THAT IS TIMELESS - DEVELOPING A MATERIAL PALETTE THAT IS BOTH FORWARD THINKING , YET REFLECTIVE OF THE EXISTING HISTORIC CONTEXT OF THE TRADES DISTRICT.

CREATING A VARIETY OF DIMENSIONAL AND DYNAMIC SPACES WILL GIVE THE BUILDING A SENSE OF ENERGY, PASSION, AND COMMUNITY. IT WILL BE A SPACE THAT BRINGS OUT THE BEST IN ALL WHO ENTER , FREEING THEM FROM LIMITATIONS.

WELCOMING

DESIGN INTEGRITY

INSPIRE

PROJECT DESIGN DRAWINGS (C.3) INTERIOR SPACES





DAYLIT WELLNESS + FITNESS ROOM



SOCIAL HUB + CAFE



OUTDOOR TERRACE + ENTRY PLAZA



FLEXIBLE CONFERENCE AND RESOURCE ROOMS

ATRIUM STAIR AND STADIUM LOUNGE



TYPICAL OFFICE SPACE PRE-T/I

PROJECT DESIGN DRAWINGS (C.3) EXTERIOR AESTHETIC VISION



EXTERIOR ARCHITECTURE

A SENSE OF ARRIVAL WITH DISTINCT VIEWS TO THE INTERIOR PROVIDING A SENSE OF CONNECTION FROM INTERIOR AND EXTERIOR SPACES. A COHESIVE EXTERIOR AND INTERIOR MATERIAL PALETTE WILL BE UTILIZED TO ALLOW THE BUILDING AND LANDSCAPE TO COMPLIMENT ON ANOTHER.

THE ARCHITECTURE SHOULD REFLECT TIMELESSNESS AND INSPIRE. NATURAL TEXTURES AND MATERIALS THAT REFLECT THE REGION, TRANSPARENCY AND SUNSCREENS, EXPOSED STRUCTURE, AND NATURAL LIGHT WILL ALLOW THE STRUCTURE TO BE BOTH TIMELESS AND LAY A FOUNDATION FOR FUTURE DEVELOPMENT IN THE DISTRICT.

THE BUILDING WITH BE A SOURCE OF INSPIRATION FOR BOTH THE COMMUNITY AND ITS TENANTS THROUGH ITS DYNAMIC AND REFINED ARCHITECTURAL LANGUAGE, AND BY THE SUSTAINABLE SYSTEMS THAT ALLOW THE BUILDING TO PERFORM EFFICIENTLY AND EFFECTIVELY - BECOMING A MODEL FOR FUTURE SUSTAINABLE DEVELOPMENT WITHIN BLOOMINGTON.

WELCOMING

DESIGN INTEGRITY

INSPIRE
PROJECT DESIGN DRAWINGS (C.3) TRADES DISTRICT MATERIALITY











PROJECT DESIGN DRAWINGS (C.3) NE AERIAL VIEW



NE STREET PERSPECTIVE







WEST PERSPECTIVE



PROJECT DESIGN DRAWINGS (C.3) MADISON ST PERSPECTIVE



GREY FLY ASH BRICK MASONRY INFILL AT LEVEL 01



CORTEN METAL PANEL FACADE STRIPS



FIXED ALUM STOREFRONT KAWNEER



DARK METAL PANEL FRAME AND INFILL





PHOTOVOLTAIC PANEL CANOPY

MATERIALITY - MASSING PLAN 2019

Material Guidelines

- Primary Facade Materials
- Brick
- Stone
- Glass (not mirrored)
- Architectural Metal (not corrugated or ribbed)
- Wood
- Secondary Facade Materials
- Split-face cement block
- Cementitious siding





City of Bloomington | The Trades District Massing Plan

PROJECT DESIGN DRAWINGS (C.3) EXTERIOR ELEVATIONS





WEST ELEVATION SCALE: 1"=20'-0"

LEVEL 02 +14'-0"

LEVEL 01 +0'-0"

NOTES 1 GREY FLY ASH BRICK MASONRY 2 CORTEN METAL PANEL **3** ALUMINUM STOREFRONT 4 DARK CHARCOAL METAL PANEL **5** CURTAINWALL SYSTEM 6 PHOTOVOLTAIC CANOPY ARRAY 7 MECHANICAL SCREEN WALL

EXTERIOR ELEVATIONS



NORTH ELEVATION SCALE: 1"=20'-0"



SOUTH ELEVATION SCALE: 1"=20'-0"

 $\frac{\text{MAX. }\text{HEIGHT}}{+50'-0''} \textcircled{\bullet}$ <u>T.O. PARAPET</u> +41'-6"

- <u>LEVEL 03</u> +27'-0"
- LEVEL 02 +14'-0"

LEVEL 01 +0'-0"



- <u>______T.O. PARAPET</u> +41'-6"
 - <u>LEVEL 03</u> +27'-0"

LEVEL 02 +14'-0"

<u>LEVEL 01</u> +0'-0" _

NOTES
1 GREY FLY ASH BRICK MASONRY
2 CORTEN METAL PANEL
3 ALUMINUM STOREFRONT
4 DARK CHARCOAL METAL PANEL
5 CURTAINWALL SYSTEM
6 PHOTOVOLTAIC CANOPY ARRAY
7 MECHANICAL SCREEN WALL



PROJECT DESIGN DRAWINGS (C.3) TRADES DISTRICT EXISTING STREETSCAPE + LANDSCAPE









The Trades District Site and Infrastrucutre improvements were developed in 2015 to create a Certified Tech Park adjacent to the Bloomington Downtown. The design seeks to highlight the historic material palette of the industrial setting, while interjecting contemporary design elements. The design team consisted of:

> Anderson Bohlander (Site Design) Blackline Studio (Architecture) Crawford Murphy Tilly (Civil) Pivot Marketing (Branding / Marketing) BRCJ (Survey)

EXTERIOR AESTHETIC VISION



CREATE AN INTEGRATED SITE AND BUILDING DESIGN THAT COMPLIMENT EACH OTHER. CREATING OUTDOOR SPACES OF VALUE THAT SURROUND THE BUILDING AND INTERIOR SPACES.

THE SITE DESIGN WILL BUILD UPON THE TRADES DISTRICT SITE ELEMENTS, STREETSCAPE, AND PREVIOUS MASTER PLANS TO CREATE EXTERIOR SPACES THAT WILL BE COHESIVE WITH EXISTING AND FUTURE DEVELOPMENTS.

LANDSCAPE AND SITE ELEMENTS WILL PROVIDE A VARIETY OF SPACES THAT WILL ENERGIZE, INSPIRE, AND CREATE MOMENTS FOR RESPITE. THESE SPACES WILL ALLOW FOR FLEXIBILITY AND PROVIDE OPPORTUNITIES FOR THE OUTDOOR SPACES TO BE USED FOR A VARIETY OF USES.

OUTDOOR SPACE

WELCOMING

DESIGN INTEGRITY

INSPIRE

PROJECT DESIGN DRAWINGS (C.3) SITE + LANDSCAPE PLAN



ENTRY PLAZA PERSPECTIVE





Proposed Method of Construction

The project will use the traditional design, bid, build delivery method. The owner will have one design contract with the Architect and one contract with the selected contractor after a sealed competitive bidding and selection process. The Architect will hire all necessary engineers and consultants as necessary. Cost analysis and estimates will be provided at the end of each design phase to validate construction costs throughout the design process. Bidding will occur at the end of the design phase, please reference the Project Schedule (pg.42) for estimated durations of design, bidding, and construction phases.

Real Property Acquisition Narrative

City of Bloomington and BDEC to provide narrative.

Permitting Narrative

The project will be required to file for both State of Indiana and Monroe County Building Permits, both of which will be targeted submissions 4 weeks from 100% construction drawings in order to have a bid set that is permitted and ready for construction. The project will also require Site Plan Review from the Planning Department and Development Commission approvals that will take place during the Schematic Design and Design Document phases, with a duration of approximately 2 months. The project is also sited just West of the Showers Brother Historic District, although outside of the boundaries of the district the project team will engage in courtesy reviews and input sessions with the Bloomington Historic Preservation Commission during the Schematic Design Phase.

Building Cost Estimate and Budget

The attached cost estimate by the Architecture/Engineering Team was developed based on the systems described and illustrated in the attached design package. Overall trade costs can be found on the Total Hard and Soft Cost Summary (pg 39), along with detailed trade costs illustrated on the Trade Cost Summary (pg. 39) and Itemized Trade Cost Estimates (pg 40). The overall estimated trade costs for the entire construction work for the core/shell of the building, site work, and T/I are estimated at \$7,345,695. A 5% trade and design contingency, as well as general contractor general conditions (\$30k for 16 months), and 8% general contractor overhead and profit are added to the trade costs to arrive at a total construction bid cost estimate of \$8,848,418. Additional soft costs including A/E design fees, permits, inspections and connection fees are added to provide a total hard and soft cost of \$9,460,618.

TOTAL HARD + SOFT COST SUMMARY

			/E Cost Estimate		
		BLC	DOMINGTON, IN		
	Total Building Square Footage		31,375		31,375
			01,010		
ITEM	DESCRIPTION	Т	otal Estimate	-	TDTC Building
TRADE COS	TS				
1.	Sitework/Demolition	\$	505,430		\$505,430
2.	Structural	\$	1,491,960		\$1,491,960
3.	Exterior Shell	\$	1,498,210		\$1,498,210
4.	Interiors	\$	1,392,025		\$1,392,025
5.	MEP	\$	2,468,070		\$2,468,070
	TRADE COST ESTIMATE:	\$	7,355,695		\$7,355,695
	Trade Cost & Design Contingency 5%	\$	367,785	\$	367,785
	TRADE COST SUBTOTAL:	\$	7,723,480	\$	7,723,480
	COST PER SQ. FT.:	\$	234.44	\$	234.44
OTHER HAP	RD COSTS				
1.	General Conditions & Field Overhead (16 Mo x \$30K)	\$	480,000		
2.	General Contractor OH&P + Bond (8%)	\$	656,278		
	TOTAL CONSTRUCTION BID COSTS:	\$	8,859,758		
	COST PER SQ. FT.:	\$	282.38		
SOFT COST	5				
1.	Architectural and Engineering Design Fees (7.5% of \$8MM)	\$	600,000		
2.	State of Indiana Building Permit	\$	2,000		
3.	City of Bloomington (Monroe County) Building Permit & Inspections	\$	5,200		
4.	Utility Connection Fees	\$	5,000		
	TOTAL HARD AND SOFT COST ESTIMATE	\$	9,471,958		

TRADE COST SUMMARY

Total Ruildings Area	
Total Buildings Area	1
Earthwork/Demolitic	n
Site Utilities	-
Paving/Site Concret	e
Landscaping	
Site Electrical	
Misc. Site Items	
Structural	
Foundations/SOG	
Glu-lam Structures	an
Exterior Shell	
Exterior Walls	
Glass / Glazing	
Exterior Doors	
Roofing Systems	
Interiors	
Partitions	
Doors/Windows	
Wall Finishes	
Ceilings	
Floor Finishes	
Millwork/Specialties	
Vertical Transportat	io
MEP	
Sprinklers	
Plumbing	
HVAC	
HVAC Electrical	
Electrical	
Electrical	

		A/E Cost Estimate
		Trades District Technology Center
		Bloomington, IN
	31,375	
	51,575	
	TDTC	Total
	\$158,150	\$158,150
	\$169,525	\$169,525
	\$19,765	\$19,765
	\$64,840	\$64,840
	\$5,200	\$5,200
	\$87,950	\$87,950
Subtotal:	\$505,430	\$505,430
	\$233,610	\$233,610
Roof Systems	\$1,258,350	\$1,258,350
Subtotal:	\$1,491,960	\$1,491,960
	\$561,360	\$561,360
	\$696,950	\$696,950
	\$24,000	\$24,000
	\$215,900	\$215,900
Subtotal:	\$1,498,210	\$1,498,210
	\$322,000	\$322,000
	\$79,000	\$79,000
	\$40,025	\$40,025
	\$22,000	\$22,000
F in	\$32,500	\$32,500
Equip.	\$576,500	\$576,500
	\$320,000	\$320,000
Subtotal:	\$1,392,025	\$1,392,025
	\$139,200	\$139,200
	\$118,350	\$118,350
	\$1,322,880	\$1,322,880
	\$714,480	\$714,480
	\$714,480	\$173,160
C. harated		
Subtotal:	\$2,468,070	\$2,468,070
Cost Subtotal	\$7,355,695	\$7,355,695

ITEMIZED TRADE COSTS ESTIMATE

					Comments
Level 01 Footprint	11,250 11,800	GSF GSF			
Level 02 Footprint Level 03 Footprint	8,325	GSF			31.375 Total GSF
Approximate Site Size	16,320	SF			4,670 SF Open Site Area
	S	ITEWORK	1		
Earthwork	Qty	Units	Cost Each	Price Total	Comments
Excavation / cut / fill Offsite Solid Waste Disposal (allowance)	1,275 1,750	CYS TON	\$6.00 \$70.00		Assuming all have off is disposed as called waste
Erosion Control (allowance)	1,750	LS	\$10,000.00		Assuming all haul off is disposed as solid waste
Soil, topsoil (9")	200	CYS		\$ 18,000	
	200	010	\$30.00	¢ 10,000	
			subtotal		
			subtotal plus OH/P		
Utilities	Qty	Units	Cost Each	Price Total	Comments
Storm Piping, to 12" HDPE	480	LF	\$55.00		Includes trench, bedding & backfill
Storm Inlets	10	EA	\$2,500.00	\$ 25,000	
Storm Treatment - hydrodynamic separator	1	EA	\$16,000.00		
Foundation Drain - 4" perforated HDPE	530	LF	\$20.00	\$ 10,600	
Sanitary Sewer - 6" PVC, includes trench, bedding & backfill Water - 2" Domestic Service	115	LF	\$70.00 \$90.00	\$ 8,050	Includes trench, bedding & backfill
	65	LF			
2" Domestic Meter & Connection Fees	1	EA	\$35,000.00		te de des tesses de la solution de la 1999
Water - 6" Fire Service	65	LF	\$125.00		Includes trench, bedding & backfill
Water - 4" FDC Service	65	LF	\$100.00		
Fire Dept Connection	1	EA	\$2,000.00		
Post Indicator Valve Onsite Storm Detention	3,000	EA CF	\$2,000.00 \$8.00		
	0,000	0.	\$0.00	¢ 21,000	
			subtotal Total		
Paving / Site Concrete	Qty	Units	Cost Each	Price Total	Comments
,					
Concrete pavement (4")	200	SFT	\$8.50	\$ 1,700	
Concrete pavement (6")	120	SFT	\$12.00		
Pavers (entry plaza)	350	SFT	\$30.00		
Pavers (dining patio)	370	SFT	\$35.00		
Pavers (rear patio)	595	SFT	\$30.00	\$ 17,850	
Pavers (alley)	1,500	SFT	\$30.00		
Pavers (south alley)	875	SFT	\$30.00		
Decomposed Granite	520	SFT	\$22.00		
Concrete Contaiment Curb	185	LFT	\$45.00		
			subtotal Total		
Landscaping	Qty	Units	Cost Each	Price Total	Comments
Lanuscaping	QLY				
		Units			
Tree, large	5	EA	\$750.00	\$ 3,750	
Tree, medium	14	EA EA	\$750.00 \$500.00	\$ <u>3,750</u> \$7,000	
		EA	\$750.00	\$ <u>3,750</u> \$7,000	
Tree, medium	14	EA EA	\$750.00 \$500.00 \$18.00 subtotal	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840	
Tree, medium	14	EA EA	\$750.00 \$500.00 \$18.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 \$ 64,840	
Tree, medium Plant Beds/Areas Site Electrical	14 3,005 Qty	EA EA SFT Units	\$750.00 \$500.00 \$18.00 subtotal Total Cost Each	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 \$ 64,840 Price Total	Comments
Tree, medium Plant Beds/Areas Site Electrical Catenary Lights	14 3,005 Qty 4	EA EA SFT Units EA	\$750.00 \$500.00 \$18.00 subtotal Total Cost Each \$500.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 \$ 64,840 Price Total \$ 2,000	
Tree, medium Plant Beds/Areas Site Electrical	14 3,005 Qty	EA EA SFT Units	\$750.00 \$500.00 \$18.00 subtotal Total Cost Each	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 \$ 64,840 Price Total \$ 2,000	
Tree, medium Plant Beds/Areas Site Electrical Catenary Lights	14 3,005 Qty 4	EA EA SFT Units EA	\$750.00 \$500.00 \$18.00 subtotal Cost Each \$500.00 \$800.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 Price Total \$ 2,000 \$ 3,200 \$ 5,200	
Tree, medium Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles	14 3,005 Qty 4 4	EA EA SFT Units EA EA	\$750.00 \$500.00 \$18.00 Cost Each \$500.00 \$800.00 \$800.00 \$800.00 \$800.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 \$ 64,840 Price Total \$ 2,000 \$ 3,200 \$ 5,200 \$ 5,200	Comments
Tree, medium Plant Beds/Areas Site Electrical Catenary Lights	14 3,005 Qty 4	EA EA SFT Units EA	\$750.00 \$500.00 \$18.00 subtotal Cost Each \$500.00 \$800.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 Price Total \$ 2,000 \$ 3,200 \$ 5,200	
Tree, medium Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles	14 3,005 Qty 4 4	EA EA SFT Units EA EA	\$750.00 \$500.00 \$18.00 Cost Each \$500.00 \$800.00 \$800.00 \$800.00 \$800.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 Price Total \$ 2,000 \$ 3,200 \$ 5,200 \$ 5,200 Price Total	Comments
Tree, medium Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles Misc. Site Items	14 3,005 Qty 4 4 4	EA EA SFT Units EA EA Units	\$750.00 \$500.00 \$18.00 subtotal Cost Each S500.00 \$800.00 Subtotal Total Cost Each Southotal Total Cost Each	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 Price Total \$ 2,000 \$ 3,200 Price Total \$ 5,200 Price Total \$ 5,200 Price Total \$ 5,500	Comments
Tree, medium Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles Site Light Poles Entry Wall Dumpster Enclosure Community Table	14 3,005 Qty 4 4 4 4 2ty 75 25 25 1	EA EA SFT Units EA EA Units LF LF	\$750.00 \$500.00 \$18.00 Cost Each \$500.00 \$800.00 \$800.00 \$800.00 \$800.00 \$800.00 \$800.00 \$800.00 \$800.00 \$220.00 \$220.00 \$310.00.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 Price Total \$ 2,000 \$ 3,200 \$ 5,200 Price Total \$ 41,250 \$ 5,500 \$ 5,500 \$ 5,000 Price Total	Comments
Tree, medium Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles Site Light Poles Misc. Site Items Entry Wall Dumpster Enclosure Community Table	14 3,005 Qty 4 4 4 2 0 2 0 5 2 5 1 8	EA EA SFT Units EA EA Units LF LF LS EA	\$750.00 \$500.00 \$18.00 subtotal Total Cost Each Subtotal Total Cost Each \$550.00 \$220.00 \$10,000.00 \$10,000.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 Price Total \$ 2,000 \$ 3,200 \$ 5,200 \$ 5,200 \$ 5,200 \$ 7,000 \$ 64,840 Price Total \$ 10,000 \$ 10,000 \$ 41,250 \$ 5,500 \$ 41,020 \$ 5,500 \$ 41,020 \$ 5,500 \$ 41,020 \$ 5,500 \$ 5,200 \$ 5,500 \$ 5,200 \$ 5,500 \$ 5,200 \$ 5,200 \$ 5,500 \$ 5,200 \$ 5,500 \$ 5,000 \$ 5,000	Comments
Tree, medium Plant Beds/Areas Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles Misc. Site Items Entry Wall Dumpster Enclosure Community Table Tables Chairs Chairs	14 3,005 Qty 4 4 4 4 2 4 2 5 5 2 5 1 8 24	EA EA SFT Units EA EA Units LF LF LS EA EA	\$750.00 \$500.00 \$18.00 subtotal Cost Each Cost Each Cost Each Cost Each S500.00 \$800.00 Subtotal Total Cost Each \$550.00 \$220.00 \$10,000.00 \$300.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 Price Total \$ 2,000 \$ 3,200 Price Total \$ 5,200 Price Total \$ 41,250 \$ 5,500 \$ 10,000 \$ 41,000 \$ 10,000 \$ 7,200	Comments
Tree, medium Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles Site Light Poles Misc. Site Items Entry Wall Dumpster Enclosure Community Table	14 3,005 Qty 4 4 4 2 0 2 0 5 2 5 1 8	EA EA SFT Units EA EA Units LF LF LS EA	\$750.00 \$500.00 \$18.00 subtotal Total Cost Each subtotal Total Cost Each subtotal Total Cost Each \$550.00 \$220.00 \$10,000.00 \$500.00 \$300.00 \$300.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 \$ 64,840 Price Total \$ 2,000 \$ 3,200 \$ 5,200 \$ 5,200 \$ 5,200 \$ 7,200 \$ 10,000 \$ 10,000 \$ 7,200 \$ 7,200 \$ 5,250	Comments
Tree, medium Plant Beds/Areas Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles Misc. Site Items Entry Wall Dumpster Enclosure Community Tables Tables Chairs Bicycle Racks Bench	14 3,005 Qty 4 4 4 4 2 2 5 25 1 8 24 5 1	EA EA SFT Units EA EA LF LF LF EA EA EA	\$750.00 \$500.00 \$18.00 Cost Each \$500.00 \$800.00 \$800.00 \$800.00 \$200.00 \$10,000.00 \$10,000.00 \$300.00 \$220.00 \$10,000.00 \$220.00 \$220.00 \$22,500.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 Price Total \$ 2,000 \$ 3,200 Price Total \$ 5,200 Price Total \$ 5,200 Price Total \$ 41,250 \$ 5,500 \$ 10,000 \$ 3,200 Price Total \$ 41,250 \$ 5,200 \$ 5	Comments
Tree, medium Plant Beds/Areas Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles Site Light Poles Entry Wall Dumpster Enclosure Community Table Tables Chairs Bicycle Racks Bicycle Racks	14 3,005 Qty 4 4 4 2 2 5 2 5 1 8 2 4 5 5	EA EA SFT Units EA EA LF LS EA EA EA	\$750.00 \$500.00 \$18.00 subtotal Total Cost Each subtotal Total Cost Each subtotal Total Cost Each \$550.00 \$220.00 \$10,000.00 \$500.00 \$300.00 \$300.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 Price Total \$ 2,000 \$ 3,200 Price Total \$ 5,200 Price Total \$ 5,200 Price Total \$ 41,250 \$ 5,500 \$ 10,000 \$ 3,200 Price Total \$ 41,250 \$ 5,200 \$ 5	Comments
Tree, medium Plant Beds/Areas Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles Misc. Site Items Entry Wall Dumpster Enclosure Community Tables Tables Chairs Bicycle Racks Bench	14 3,005 Qty 4 4 4 4 2 2 5 25 1 8 24 5 1	EA EA SFT Units EA EA LF LF LF EA EA EA	\$750.00 \$500.00 \$18.00 Cost Each \$500.00 \$800.00 \$800.00 \$800.00 \$2220.00 \$10,000.00 \$500.00 \$220.00 \$10,000.00 \$15,000.00 \$2,500.00 \$2,500.00 \$2,500.00 \$2,500.00 \$2,500.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 \$ 64,840 Price Total \$ 5,200 \$ 5,200 \$ 5,200 \$ 7,200 \$ 5,200 \$ 5,500 \$ 5,500 \$ 5,500 \$ 5,500 \$ 7,200 \$ 2,500 \$ 3,5750 \$ 3,5750 \$ 5,5750 \$ 5,5750	Comments
Tree, medium Plant Beds/Areas Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles Misc. Site Items Entry Wall Dumpster Enclosure Community Tables Tables Chairs Bicycle Racks Bench	14 3,005 Qty 4 4 4 4 75 25 1 1 8 24 5 1 1 1	EA EA SFT Units EA EA LF LF LS EA EA EA LS	\$750.00 \$500.00 \$18.00 Cost Each \$500.00 \$800.00 \$800.00 \$800.00 \$800.00 \$2500.00 \$15,000.00 \$2,500.00 \$15,000.00 \$2,500.00 \$2,500.00 \$15,000.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 \$ 64,840 Price Total \$ 5,200 \$ 5,200 \$ 5,200 \$ 7,200 \$ 5,200 \$ 5,500 \$ 5,500 \$ 5,500 \$ 5,500 \$ 7,200 \$ 2,500 \$ 3,5750 \$ 3,5750 \$ 5,5750 \$ 5,5750	Comments
Tree, medium Plant Beds/Areas Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles Misc. Site Items Entry Wall Dumpster Enclosure Community Tables Tables Chairs Bicycle Racks Bench	14 3,005 Qty 4 4 4 4 75 25 1 1 8 24 5 1 1 1	EA EA SFT Units EA EA LF LF LF EA EA EA	\$750.00 \$500.00 \$18.00 Cost Each \$500.00 \$800.00 \$800.00 \$800.00 \$800.00 \$2500.00 \$15,000.00 \$2,500.00 \$15,000.00 \$2,500.00 \$2,500.00 \$15,000.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 \$ 64,840 Price Total \$ 5,200 \$ 5,200 \$ 5,200 \$ 7,200 \$ 5,200 \$ 5,500 \$ 5,500 \$ 5,500 \$ 5,500 \$ 7,200 \$ 2,500 \$ 3,5750 \$ 3,5750 \$ 5,5750 \$ 5,5750	Comments
Tree, medium Plant Beds/Areas Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles Misc. Site Items Entry Wall Dumpster Enclosure Community Tables Tables Chairs Bicycle Racks Bench	14 3,005 Qty 4 4 4 4 75 25 1 1 8 24 5 1 1 1	EA EA SFT Units EA EA LF LF LS EA EA EA LS	\$750.00 \$500.00 \$18.00 Cost Each \$500.00 \$800.00 \$800.00 \$800.00 \$800.00 \$2500.00 \$15,000.00 \$2,500.00 \$15,000.00 \$2,500.00 \$2,500.00 \$15,000.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 \$ 64,840 Price Total \$ 5,200 \$ 5,200 \$ 5,200 \$ 7,200 \$ 5,200 \$ 5,500 \$ 5,500 \$ 5,500 \$ 5,500 \$ 7,200 \$ 2,500 \$ 3,5750 \$ 3,5750 \$ 5,5750 \$ 5,5750	Comments
Tree, medium Plant Beds/Areas Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles Misc. Site Items Misc. Site Items Entry Wall Dumpster Enclosure Community Tables Tables Chairs Bicycle Racks Bicycle Racks Bench Building Identity Signage	14 3,005 Qty 4 4 4 2 4 2 5 25 1 8 24 5 1 1 1 5 5 5 5	EA EA SFT Units EA EA EA EA EA EA EA EA EA EA EA EA	\$750.00 \$500.00 \$18.00 Cost Each \$500.00 \$500.00 \$800.00 \$220.00 \$10,00.00 \$220.00 \$10,00.00 \$220.00 \$15,00.00 \$220.00 \$15,00.00 \$2500.00 \$2500.00 \$2500.00 \$2500.00 \$2500.00 \$2500.00 \$2500.00 \$2500.00	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 Price Total \$ 2,000 \$ 3,200 \$ 3,200 \$ 5,200 Price Total \$ 41,250 \$ 5,200 Price Total \$ 41,250 \$ 5,500 \$ 15,000 \$ 2,500 \$ 2,500 \$ 15,000 \$ 2,500 \$ 2,500 \$ 2,500 \$ 3,200 \$ 7,200 \$ 3,2500 \$ 4,000 \$ 7,200 \$ 2,500 \$ 15,000 \$ 2,500 \$ 3,2500 \$ 3,2500 \$ 3,2500 \$ 4,000 \$ 7,200 \$ 4,000 \$ 4,000 \$ 7,200 \$ 4,000 \$ 7,200 \$ 4,000 \$ 7,200 \$ 4,000 \$ 7,200 \$ 7,200	Comments
Tree, medium Plant Beds/Areas Site Electrical Catenary Lights Site Light Poles Site Light Poles Misc. Site Items Misc. Site Items Entry Wall Dumpster Enclosure Community Table Community Tables Chairs Bicycle Racks Bench Building Identity Signage	14 3,005 Qty 4 4 4 2 2 5 2 5 1 1 8 2 4 5 1 1 1 1 2 5 1 2 5 5 1 1 5 1 2 5 5 1 1 1 1	EA EA SFT Units EA EA LF LF EA EA EA EA EA EA EA EA UNITS	\$750.00 \$500.00 \$18.00 Cost Each \$500.00 \$800.00 \$800.00 \$800.00 \$220.00 \$10,000.00 \$220.00 \$10,000.00 \$300.00 \$300.00 \$300.00 \$220.00 \$15,000.00 \$220.00 \$15,000.00 \$22,500.00 \$2,500.000\$2,500.00 \$2,500.000\$2,500.000	\$ 3,750 \$ 7,000 \$ 54,090 \$ 64,840 Price Total \$ 2,000 \$ 3,200 \$ 5,200 \$ 5,200 \$ 5,200 \$ 7,200 \$ 5,200 \$ 7,200 \$ 5,200 \$ 7,200 \$ 7,200 \$ 2,5500 \$ 2,5500 \$ 87,950 \$ 87,950 \$ 87,950 \$ 87,950 \$ 87,950 \$ 87,950 \$ 87,950 \$ 87,950 \$ 87,950 \$ 80,000 \$ 16,450 \$ 16,450	Comments

Interior caulking	10,000	SF	\$0.50		
Interior Wall Painting Finish Frames/Doors	43,500 40	SF EA	\$0.75 \$60.00	\$ 2,400	
Wall Finishes	Qty	Units	Cost Each	Price Total	Comments
			subtotal Total		
			euhtotal	\$ 79,000	
Movable Walls	2	EA	\$7,500.00	\$ 15,000	
HM frames/wood doors	40	EA	\$1,600.00		
Doors / Windows	Qty	Units	Cost Each	Price Total	Comments
			Total		
			subtotal		
Drywall at Exterior Walls Rough wood carpentry, blocking, etc.	14,500 5,000	SF SF	\$2.00 \$1.00		
Interior Studs/Drywall	28,800	SF	\$10.00 \$2.00		
Partitions	Qty	Units	Cost Each	Price Total	Comments
		NTERIORS			
			iotai	10,000	
			subtotal Total		
				-	
Roof Hatch	1	EA	\$25,000.00	\$ 25,000	
Pedestal Roof Deck System	825	SF	\$25.00 \$20.00	\$ 16,500	
Roofing System EPDM Roof Membrane Green Roof System - Extensive	10,450 1,960	SF SF	\$12.00		
Roofing Systems	Qty	Units	Cost Each	Price Total	Comments
			Total		
			subtotal		
Storefront Doorsw/Hdwe	12	EA	\$2,000.00	\$ 24,000	
Exterior Doors	Qty	Units	Cost Each	Price Total	Comments
			Total		
			subtotal		
Curtain Wall Roof Deck Guardrail	2,050 85	SF LF	\$65.00 \$60.00		13' Floor to Floor
Storefront	13,300	SF	\$42.00		
Glass / Glazing	Qty	Units	Cost Each	Price Total	Comments
			Total		
			subtotal	\$ 561,360	
			\$0,000.00	. 0,000	
Exterior Painting - Miscellaneous Exterior Caulking	1	ALW ALW	\$5,000.00 \$5,000.00		
Mechanical Screen Wall	92	LF	\$180.00		
Prefinished Metal Coping	750	LF	\$8.00	\$ 6,000	
Charcoal Metal Panels Cor-ten Metal Panels	2,600 6,700	SF SF	\$25.00 \$20.00		
Metal Stud Backup + Insulation + Vapor Barrier	15,800	SF	\$11.00	\$ 173,800	
Brick Veneer	6,500	SF	\$24.00		
Exterior Walls	Qty	Units	Cost Each	Price Total	Comments
	EXT	ERIOR SHEL	L		
			Total		
			subtotal		
	-			. ,	
Steel PV Structure Steel Façade Backup	7.5 15	TONS TONS	\$4,500.00 \$4,500.00		
Steel Bracing	6	TONS	\$4,500.00	\$ 27,000	
Slab on Metal Deck Roof Deck	22,500 10,450	SF SF	\$7.00 \$3.00		
Glulam Framing	31,375	SF	\$30.00		
Structural steel / Structural Roof Systems	Qty	Units	Cost Each	Price Total	Comments
			Total	\$ 233,610	
			subtotal		
		-			
Concrete Elevator Pit Concrete Slab on Grade	1 11,260	LS SF	\$12,500.00 \$6.00		
Concrete Piers at Columns	12	CY	\$750.00		

ITEMIZED TRADE COSTS ESTIMATE CONT.

Ceilings Acoustic & Gyp Ceiling Floor Finishes Concrete Floor Seal Concrete Floor Polis	Qty gs 5,500	Units	Subtotal Total Cost Each \$4.00	\$ 40,025 Price Total	Comments
Acoustic & Gyp Ceiling Floor Finishes Concrete Floor Seal			\$4.00		Comments
Acoustic & Gyp Ceiling Floor Finishes Concrete Floor Seal			\$4.00		
Floor Finishes Concrete Floor Seal	gs 5,500	SF		\$ 22,000	
Concrete Floor Seal			<u>+ </u>		
Concrete Floor Seal					
Concrete Floor Seal			subtotal		
Concrete Floor Seal		+	Total	\$ 22,000	
Concrete Floor Seal	Qty	Units	Cost Each	Price Total	Comments
	Qiy	Onits	COST Eden	The Total	Comments
			\$2.00		
Concrete Floor Polis Carpeting and Walk-off M			\$2.00 \$10.00		
Carpeting and waik-on iv	1at 2,000	JF	\$10.00	\$ 20,000	
			subtotal		
	-	<u>+</u>	Total	\$ 32,500	
Millwork / Specialties / Int. Equipment / Furnishings	Qty	Units	Cost Each	Price Total	Comments
Toilet Accessori Millwork/Casewo			\$750.00 \$1,250.00		Hand Dryer, Mirror, Soap Dispenser, etc
Bike Locke	ers 8		\$250.00	\$ 2,000	
Interior Signage Allowan	ice 1	ALW	\$25,000.00	\$ 25,000	
FFE Allowan			\$125,000.00		Core/Shell Allowance
T/I Allowan	nce 18,500	SF	\$20.00	\$ 370,000	
		1	+		1
		1	subtotal		
		<u> </u>	Total	\$ 576,500	
Vertical Transporation	Qty	Units	Cost Each	Price Total	Comments
MRL Eleva Metal St	tor 1 tair 1		\$190,000.00 \$40,000.00		
Atrium St			\$90,000.00		
		27.	\$00,000.00	• 00,000	
		<u> </u>	subtotal Total		
			TOLAI	\$ 320,000	
		MEP			
Plumbing	Qty	Units	Cost Each	Price Total	Comments
Plumbir	ng 32	Fixt	\$2,800.00	\$ 89,600	Includes Fixtures, DW and waste Piping
Roof Draina	ge 12,500		\$2.30	\$ 28,750	
		+	subtotal	\$ 118,350	
			subtotal plus OH/P		
HVAC	01-1	Units	Cost Each	Price Total	Comments
HVAC	Qty	Units	COSt Each	Price rotai	Comments
AHU, Terminal Un	nits 31,200	SF	\$14.55 \$5.85	\$ 453,960	
Ductwo			\$5.85	\$ 182,520	
Heating Water Syste Chilled Water Syste			\$7.40 \$9.10	\$ 230,880 \$ 283,920	
Contro		SF	\$5.50	\$ 171,600	
		<u> </u>			
		<u> </u>	a	¢ 4 300 000	
		<u> </u>	subtotal subtotal plus OH/P		
		1			
Electrical	Qty	Units	Cost Each	Price Total	Comments
Electrical Power & Distributi	ion 31,200	SF	\$9.50	\$ 296,400	
Electrical Receptacles & Connection	ons 31,200		\$1.50	\$ 46,800	
Lighting & Contro	ols 31,200	SF	\$8.75	\$ 273,000	
Fire Alarm & Secur	rity 31,200	SF	\$3.15	\$ 98,280	
		<u> </u>	+		
			subtotal	\$ 714,480	
		1	subtotal plus OH/P	\$ 714,480	
Sprinklers	Qty	Units	Cost Each	Price Total	Comments
		onits			
			\$3.50 \$30,000.00	\$ 109,200	
Sprinkler Mains with Common Equipme	mp 1	EA	\$30,000.00	\$ 30,000	
Sprinkler Mains with Common Equipme Fire Pur			+		1
		1			
			subtotal	\$ 139,200	
			subtotal Total	\$ 139,200 \$ 139,200	
Fire Pur		linite	Total	\$ 139,200	Comments
	Qty	Units	subtotal Total Cost Each	\$ 139,200 \$ 139,200 Price Total	Comments
AV/IT Data & Communicatio	ons 31,200	SF	Total Cost Each	\$ 139,200 Price Total	Comments
Fire Pur AV/IT	ons 31,200	SF	Total	\$ 139,200 Price Total	Comments
AV/IT Data & Communicatio	ons 31,200	SF	Total Cost Each	\$ 139,200 Price Total	Comments
AV/IT Data & Communicatio	ons 31,200	SF	Total Cost Each	\$ 139,200 Price Total \$ 149,760 \$ 23,400 \$ 173,160	Comments



PROJECT DESIGN + CONSTRUCTION SCHEDULE (C.10)

Schedule Overview

The project schedule below outlines both design and construction activities from February 2021 to Spring of 2023. Design Phases are broken into SD, DD, and CD packages with durations ranging from 8-12 weeks. At the end of each phase the design package will be used to develop a Pricing Package for review by the Owner and Design Team. Site Plan and Redevelopment Plan commission submittal and Permit Submittal have also been incorporated into the schedule to ensure the project stays on track for Issuing a Construction Bid Set in September 2021. Three weeks are held for Bidding and Negotiating with the selected contractor, and a forecasted start of construction of Late September/Early October, with construction lasting approximately 16 months for the core-shell portions of the building. Tenant improvements of tenant spaces are slated to take approximately 4-6 months depending on scale and scope, some of which could potentially begin construction prior to completion of the core-shell project



PROJECT SCHEDULE + TASKS (C.11)

PROPOSED PROJECT TASKS

Administrative and Legal Expenses (COB to Review)

- Record Keeping
- -Financial Management
- -Monitoring of Equal Opportunity Requirements
- -Monitoring Compliance with Federal Labor Standards
- -EDA Requirements Monitoring
- Project Closeout Documentation
- Legal Opinions

Land, Structures, Rights-of-way, Appraisals

-N/A (COB to Provide)

Relocation Expenses and Payments

-N/A (COB to Provide)

Architectural and Engineering Fees

- Program Refinement and Schematic Design

- Building Code and Life Safety Review With AHJ Building Code Consultant

- Prepare and Submit Documents For review by Authorities having jurisdiction over the project including the County Redevelopment Commission

- Develop Documents /Packages for Review and Pricing from Schematic Design through Construction Documents Phases of the Project including Specifications and Project Manuals

- Conduct Design Presentations to the Client as Needed Throughout the Design Process

- Conduct all necessary Design Coordination Meetings with the Design Team (Site/Civil, Landscape, Structural, MEP)

- Assist in Bidding and Selection of General Contractor - Attend Project Construction Meetings on a Bi-Weekly Basis

- Provide Construction Administration Services throughout Construction including Review of Submittals and Payment Applications, respond to Contractor Requests for Information, Process Change Orders and Provide a construction Punch List at End of Project Substantial Completion

Other A/E Fees

- N/A

Project Inspection Fees

- State Permit Submittal
- -Monroe County Submittal
- Building Inspection fees within Permit Submittal Cost

- Footing Inspection, Foundation Inspection, Underslab inspection, rough-in Inspection, Electrical Service Inspection, Final Certificate of Occupancy Inspection

- Utility Tap Connections and Fees

Site Work

- Routing of Utilities per A/E Drawings
- Site excavation as necessary by Drawings
- Site grading, landscape, and paving per A/E Drawings
- Storm On-site Detention and Storm Drainage
- Erosion Control during construction as required

Demolition and Removal

- Site excavation and sidewalk demo as necessary for routing of utilities and connections
- Contaminated Soil waste removal and needed as required

Construction

- Team

- Review and Process Submittals and RFI's
- Conduct Owner-Architect- Contractor Meetings
- Throughout construction

- necessarv
- Construction

Equipment

Misc.

-N/A (COB to Provide)

- Core-Shell Construction per Drawings Perpared by A/E

-Provide necessary staging, fencing, and sequencing to provide safe construction job site for public and

- construction team
- -T/I Construction per Drawings
- Provide project updates and construction schedule to A/E and Design Team
- Schedule Necessary Inspections and Reviews as
- Coordinate Subcontractors and Trades throughout

-Furniture Design and Selection -Procurement of Vendor -Furniture and Equipment Drawings and Specifications - Furniture and Equipment Install







NOTICE OF FUNDING OPPORTUNITY Public Works and Economic Adjustment Assistance Programs

EXECUTIVE SUMMARY

- Federal Agency Name: Economic Development Administration (EDA or the Agency), U.S. Department of Commerce (DOC).
- Federal Funding Opportunity Title: FY 2020 Public Works and Economic Adjustment Assistance Notice of Funding Opportunity (FY20 PWEAA NOFO).
- Announcement Type and Date: FY20 PWEAA NOFO publishing EDA's application submission requirements and review procedures for applications received under EDA's (i) Public Works and Economic Development Facilities (Public Works) and (ii) Economic Adjustment Assistance (EAA) programs, authorized under the Public Works and Economic Development Act of 1965, as amended (42 U.S.C. § 3121 *et seq.*). Effective date: 5/7/2020
- Funding Opportunity Number: PWEAA2020
- Catalog of Federal Domestic Assistance (CFDA) Numbers: 11.300, Investments for Public Works and Economic Development Facilities and 11.307, Economic Adjustment Assistance.
- **Dates:** There are no submission deadlines. Applications will be accepted on an ongoing basis until the publication of a new PWEAA NOFO, cancellation of this PWEAA NOFO, or all available funds have been expended. EDA intends to review applications within 60 days of receipt. Please see Section E of this NOFO for complete information on EDA's review process.
- Funding Opportunity Description: EDA provides strategic investments on a competitive merit basis to support economic development, foster job creation, and attract private investment in economically distressed areas of the United States. Under this NOFO, EDA solicits applications from applicants in order to provide investments that support construction, non-construction, planning, technical assistance, and revolving loan fund projects under EDA's Public Works program and EAA program (which includes Assistance to Coal Communities). Grants and cooperative agreements made under these programs are designed to leverage existing regional assets and support the implementation of economic development strategies that advance new ideas and creative approaches to advance economic prosperity in distressed communities, including those negatively impacted by changes to the coal economy.
- Eligible applicants: EDA is not authorized to provide grants or cooperative agreements under its Public Works or EAA programs to individuals or for-profit entities. Requests from such entities will not be considered for funding. Pursuant to Section 3(4) of PWEDA (42 U.S.C. § 3122(4)(a)) and 13 C.F.R. § 300.3 (Eligible Recipient), eligible applicants for EDA financial assistance under the Public Works and EAA programs include a(n): (i) District Organization of an EDA-designated Economic Development District; (ii) Indian Tribe or a consortium of Indian Tribes; (iii) State, county, city, or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or

infrastructure development activities, or a consortium of political subdivisions; (iv) institution of higher education or a consortium of institutions of higher education; or (v) public or private non-profit organization or association acting in cooperation with officials of a political subdivision of a State.

FULL ANNOUNCEMENT TEXT

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A. Program Description

1. Overview

This Notice of Funding Availability (NOFO) announcement sets out EDA's application submission and review procedures for two of its Economic Development Assistance Programs authorized under the Public Works and Economic Development Act of 1965, as amended (42 U.S.C. § 3121 *et seq.*) (PWEDA): (i) Public Works and Economic Development Facilities (Public Works) and (ii) Economic Adjustment Assistance (EAA). EDA publishes separate NOFO announcements for other funding opportunities, including: Regional Innovation Strategies, Planning and Local Technical Assistance, University Center, Research and National Technical Assistance, and Disaster Recovery.

EDA's Public Works and EAA programs provide economically distressed communities and regions with comprehensive and flexible resources to address a wide variety of economic needs. Projects funded by these programs will support the DOC Strategic Plan (2018-2022) by, among other things, advancing innovation, enhancing the manufacturing and export capacities of regions, providing workforce development opportunities, and growing ecosystems that attract foreign direct investment. Through these programs, EDA supports bottom-up strategies that build on regional assets to spur economic growth and resiliency. EDA encourages its grantees throughout the country to develop initiatives that present new ideas and creative approaches to advance economic prosperity in distressed communities.

2. EDA Investment Priorities

All projects considered for EDA funding under this NOFO must be consistent with at least one of EDA's Investment Priorities. EDA's Investment Priorities can be found at <u>https://www.eda.gov/about/investment-priorities.htm</u>. EDA's website will be updated on January 15, April 15, June 15, or September 15 of each year if there are any revisions to these Investment Priorities.

3. EDA Program Information

This section provides detailed information on the two programs to which this NOFO applies. Additional information about EDA's programs, including information about the eligibility of specific kinds of projects, is available through EDA staff.

EDA staff provides technical assistance to prospective applicants to assist in application development and submission. Applicants are *strongly encouraged* to contact the EDA representative listed for their applicable State in Section G of this NOFO before submitting an application to EDA to clarify technical matters involving their project, its alignment with EDA's mission and Investment Priorities, and all other relevant publicly available information relating to general technical matters.

Except for a "Strategy Grant," as described below, each project funded under Public Works and EAA must be consistent with the region's current Comprehensive Economic Development Strategy (CEDS) or equivalent EDA-accepted regional economic development strategy that meets EDA's CEDS or strategy requirements. Applicants must clearly detail how the project will support the economic development needs and objectives outlined in the CEDS or equivalent EDA-accepted regional economic development strategy. Applicants should identify the CEDS or equivalent EDA-accepted regional economic development strategy and provide a copy of this planning document, either by attaching the document to the application or including the web link for the document. In addition, applicants should indicate if other Federal funds have been secured for, or have been requested to support, any portion of the project for which an EDA investment is proposed. Applicants should describe how the EDA investment will complement, leverage, or otherwise align with other public and private investments to implement the project. Where other Federal funding may be involved in the project, the applicant should provide the Federal program name and contact information with their application in order to facilitate interagency coordination and avoid duplication of resources.

Under this NOFO, applicants may also seek funding in the form of a "Strategy Grant" to develop, update, or refine a CEDS that alleviates long-term economic deterioration or a sudden and severe economic dislocation, as described in EDA's regulations at 13 C.F.R. § 307.3.

Additional information and a summary of EDA's CEDS and strategy requirements may be obtained through the appropriate EDA representative listed in Section G of this NOFO.

a) Public Works¹

Through the Public Works program, EDA provides catalytic investments to help distressed communities build, design, or engineer critical infrastructure and facilities that will help implement regional development strategies and advance bottom-up economic development goals to promote regional prosperity. The Public Works program provides resources to meet the construction and/or infrastructure design needs of communities to enable them to become more economically competitive. Prior examples of investments EDA has supported through the Public Works program include projects supporting water and sewer system improvements, industrial parks, high-tech shipping and logistics facilities, workforce training facilities, business incubators and accelerators, brownfield redevelopment, technology-based facilities, wet labs, multi-tenant manufacturing facilities, science and research parks, and telecommunications infrastructure and development facilities.

As noted above, investments made through the Public Works program must be aligned with a current CEDS or equivalent EDA-accepted regional economic development strategy and clearly lead to the creation or retention of long-term high-quality jobs. For example, under this program, EDA may provide funding to a consortium of eligible recipients to support the construction of a technology center that provides laboratory, office, and manufacturing space that leads to the creation of advanced manufacturing jobs. As another example, EDA may provide funding to a county government to support regional job creation in targeted cluster industries and expand those industries' ability to export goods.

b) Economic Adjustment Assistance (EAA)²

Through the EAA program, EDA provides investments that support a wide range of construction and non-construction activities (including infrastructure, design and engineering,

¹ CFDA No. 11.300. The regulations implementing the Public Works program may be found at 13 C.F.R part 305. ² CFDA No. 11.307. The regulations implementing the EAA program may be found at 13 C.F.R. part 307. Please note that Section 307.3 of EDA's regulations describe the differences between an EAA implementation grant and an EAA Strategy Grant. See also 42 U.S.C. § 3149(b)(2) (EAA planning project is not required to be carried out in an area with a CEDS or be consistent with an existing CEDS).

technical assistance, economic recovery strategies, and capitalization or re-capitalization of Revolving Loan Funds (RLF)) in regions experiencing severe economic dislocations that may occur suddenly or over time. EDA utilizes EAA investments to provide resources that help communities experiencing or anticipating economic dislocations to plan and implement specific solutions to leverage their existing regional economic advantages to support economic development and job creation. Like Public Works investments, EAA investments are designed to help communities catalyze public-private partnerships to foster collaboration, attract investment, create jobs, and foster economic resiliency and prosperity. For example, EDA might provide funding to a university or community college to create and launch an economic diversification strategy to promote and enhance the growth of emerging industries in a region facing job losses due to declines in regionally important industries. As another example, EDA might provide funding to a city to support the construction of a publicly-owned multi-tenant business and industrial facility to house early-stage businesses.

Nuclear Closure Communities (NCCs)

EDA provides assistance to nuclear closure communities (NCCs) under EAA. Closures of nuclear power plants (NPPs) throughout the United States have had a significant impact on the economic foundations of surrounding communities through sudden job losses and a reduction to the local tax base. To address this, EDA assists regions that have been impacted, or can reasonably demonstrate that they will be impacted, by NPP closure(s).

To be eligible for NCC funding, a project must meet the NCC Special Need eligibility criterion in Section C.3.b.k. NCC funds may be used to make awards for any activity eligible for award under EAA, described immediately above in Section A.3.b, including but not limited to early-stage strategic planning activities, public works (construction) investments, and economic diversification initiatives.

Assistance to Coal Communities (ACC)

EDA designates a portion of its EAA funding to support communities and regions that have been negatively impacted by changes in the coal economy.³ To be eligible for ACC funding, a project must meet the ACC Special Need eligibility criterion in Section C.3.b.j.

To support these projects, EDA prioritizes ACC implementation projects and activities that:

- Will produce multiple economic and workforce development outcomes, such as promoting regional economic growth and diversification, new job creation, and reemployment opportunities for displaced coal economy workers; and
- Are specifically identified under local and regional economic development plans that have been collaboratively produced by diverse local and regional stakeholders.

³ "Coal economy" is a term that reflects the complete supply chain of coal-reliant industries. This includes, but is not limited to: coal mining, coal-fired power plants, along with related transportation, logistics, and supply chain manufacturing. This NOFO represents the fifth consecutive fiscal year in which EDA has made grant funds available specifically to assist communities and regions negatively impacted by economic contractions in the coal economy. During earlier competitive funding cycles, EDA made these funds available through the POWER+ Initiative. Through this NOFO, EDA makes these funds available solely through ACC grants; although, other Federal agencies may still have POWER grants that are open for application.

Under this NOFO, EDA will also support ACC planning through Strategy Grants that develop, update, or refine a CEDS or an equivalent regional economic development strategy document.

ACC projects should respond to one or more of the following funding principles, as appropriate:

- *Collaborative Partnerships*: Competitive applications will successfully demonstrate that the applicant is engaged in collaborative relationships with a variety of local and regional stakeholders (public, private, for-profit, and non-profit) whose combined contributions will be invested to support the development and implementation of the proposed project.
- *Economic and Workforce Development Integration*: Competitive applications will clearly demonstrate how the project is designed to simultaneously address the workforce needs of local and regional businesses and the re-employment needs of local and regional workers who have been displaced by changes in the coal economy.
- *High Quality Jobs and Worker Advancement*: Numerous communities, regions, and states across the country have historically relied upon the coal industry to provide good, reliable jobs and economic prosperity. Contractions in the coal economy and the resulting loss of these jobs are particularly harmful to workers in the various sectors of the coal economy. Competitive applications will include those that propose to implement or otherwise incorporate workforce development strategies that prioritize:
 - The creation and growth potential of family-supporting jobs and careers;
 - Workforce development activities that offer workers "career pathways" upon re-employment – the provision of additional educational and skills attainment opportunities directly linked to employee career advancement and better paying jobs within the targeted industry; and
 - The provision of job training courses that equip workers with industry-recognized credentials that enhance their economic mobility and advancement.⁴
- *Multi-Jurisdictional Project Impact*: Among other factors, applications that strive to produce economic diversification and job creation on a multi-jurisdictional basis will be prioritized for selection and funding. "Multi-Jurisdictional" is a term that can include, but is not limited to:
 - Multiple communities within a county;
 - Multiple counties within a region;
 - o Multiple regions within a State; and

⁴ EDA recognizes that the quality of jobs created in emerging industries is often evolving, and such industries typically do not yet have mature career pathways or skill standards. Applicants focused on emerging industries where these circumstances prevail should explain how their proposed strategies will create the conditions for increasing job quality and better defined pathways for worker advancement over the longer term (which may extend beyond the time frame of eligible funding).

• Multiple regions in two or more States.

ACC projects can include but are not limited to:

- Supporting the creation of new businesses and jobs in a variety of industry sectors, including, but not limited to advanced manufacturing, agriculture, energy, information technology (IT), health care, telecommunications, tourism and recreation, transportation, and cultural and natural assets.
- Implementing local and regional job creation and growth and economic diversification strategies targeted towards affected workers and businesses.
- Strengthening or developing existing or emerging industry clusters.⁵
- Developing business incubator programs.
- Enhancing access to and use of broadband services to support job growth through business creation and expansion.
- The generation of economic development diversification strategies in accordance with CEDS criteria.⁶
- Facilitating access to private capital investment and providing related capacity building and technical assistance to maximize the effective utilization of capital investment for business development and job creation.
- Facilitating and promoting market access for goods and services created and manufactured by businesses in the impacted community/region.

Applicants are strongly encouraged to contact the appropriate Regional Office ACC program point of contact (POC) listed in Section G of this NOFO for specific guidance pertaining to the eligible use of program funds.

Note: EDA's EAA program supports a wide range of technical, planning, and public works and infrastructure projects in regions that are experiencing adverse economic changes that may occur suddenly or over time, including communities experiencing economic distress as the result of contractions in the local/regional coal economy. For more information regarding the full scope of EAA along with EDA's other programs, as well as recent examples of awarded projects, applicants are encouraged to visit <u>www.eda.gov</u>.

4. Statutory Authorities for EDA's Programs

The statutory authorities for EDA's Public Works and EAA programs are Sections 201 (42 U.S.C. § 3141) and 209 (42 U.S.C. § 3149) of PWEDA, respectively.

Applicant eligibility and program requirements are set forth in EDA's regulations (codified at 13 C.F.R. chapter III), and all applicants must address these requirements. Specific program requirements for the Public Works program are set out at 13 C.F.R. part 305 and for

 ⁵ Industry clusters are networks of interconnected firms and supporting institutions in a common geographic region. Clusters also are generally defined by and benefit from shared labor pools, infrastructure, and markets.
 ⁶ See 13 C.F.R. § 303.7.

the EAA program at 13 C.F.R. part 307. For EDA's Public Works and EAA programs, this announcement supersedes the EDAP NOFO announcement dated July 2, 2018. EDA's regulations are accessible at the U.S. Government Publishing Office website at <u>https://www.ecfr.gov/cgi-bin/ECFR?page=browse</u>.⁷ Under "Browse" select "Title 13 – Business Credit and Assistance," click "Go," and follow the link to parts "300-399."

B. Federal Award Information

1. What Funding Is Available Under This Announcement?

For FY 2020, EDA was appropriated \$118.5 million for the Public Works program, \$37 million for the EAA program, an additional \$30 million in EAA funds for ACC, and \$15 million for NCC pursuant to the Consolidated Appropriations Act, 2020 (P.L. 116-93) (Division B—Commerce, Justice, Science, and Related Agencies Appropriations Act, 2020) and its accompanying joint explanatory statement.

The funding periods and amounts referenced in this PWEAA NOFO are subject to the availability of funds at the time of award as well as DOC and EDA priorities at the time of award. Neither DOC nor EDA will be held responsible for application preparation costs. Publication of this announcement does not obligate DOC or EDA to award any specific grant or cooperative agreement or to obligate all or any part of available funds.

The average award amounts set out below are provided only for your information and may prove useful for planning purposes. EDA anticipates making similar awards, subject to the availability of funding. Actual amounts awarded may be higher or lower depending on the nature of the proposed project and the availability of funds. Applications for funding of activities related to existing awards may compete with applications for new awards.

The average size of a Public Works investment has been approximately \$1.4 million and investments generally range from \$600,000 to \$3,000,000. Historically, EDA has awarded funds for between 80 and 150 Public Works projects a year.

The average size of an EAA investment has been approximately \$650,000 and investments generally range from \$150,000 to \$1,000,000. Historically, EDA has awarded funds for between 70 and 140 EAA projects a year.

In FY 2020, EDA will continue to support assistance to coal communities through the ACC program and expects to award grants generally ranging from \$500,000 to \$2,000,000 for implementation projects and from \$100,000 to \$350,000 for planning activities.

In FY 2020, EDA will support nuclear closure communities and expects to award grants generally ranging from \$500,000 to \$2,000,000 for implementation projects and from \$100,000 to \$350,000 for planning activities.

DOC or EDA may cancel or withdraw this NOFO at any time.

⁷ In the event of discrepancies between the instructions and information provided in this NOFO and EDA's regulations, EDA regulations will control.

2. What Type of Funding Instrument Will Be Used to Make Awards and How Long Will a Project's Period of Performance Be?

Funding Instrument: Subject to the availability of funds, EDA may award grants or cooperative agreements to eligible applicants to help support economic development projectbased activities. EDA will award a cooperative agreement on a case-by-case basis if substantial agency involvement is required. For a cooperative agreement, the nature of EDA's "substantial involvement" (to be included in the terms and conditions of the award) will generally be collaboration between EDA and the recipient on the scope of work. Other possible examples of EDA's "substantial involvement" pursuant to a cooperative agreement may include, but are not limited to: (i) authority to halt immediately an activity if detailed performance specifications are not met; (ii) stipulation that the recipient must meet or adhere to specific procedural requirements before subsequent stages of a project may continue; (iii) involvement in the recipient's selection of key personnel; and (iv) operational involvement during the project to ensure compliance with statutory requirements.

Period of Performance: The period of performance for a given project will depend on the type of project, scope of work, and the EDA program under which the grant or cooperative agreement for the project is awarded. For example, the period of performance for a construction investment under EDA's Public Works program may last for three years, while a strategy investment under the EAA program may allow for one to three years for completion of the scope of work, depending on its complexity or urgency. EDA will work closely with recipients to accommodate their projected timelines within reason and allowances of regulations and grant policies. EDA expects that all projects will proceed efficiently and expeditiously, and EDA encourages applicants to clearly document how quickly they will be able to start and complete the proposed project scope of work. All construction projects are expected to be completed within five years from the date of award.

C. Eligibility Information

1. Eligible Applicants

Eligible applicants for investment assistance under this PWEAA NOFO include a(n):

- a. District Organization;
- b. Indian Tribe or a consortium of Indian Tribes;
- c. State, county, city, or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions;
- d. Institution of higher education or a consortium of institutions of higher education; or
- e. Public or private non-profit organization or association acting in cooperation with officials of a political subdivision of a State.⁸

Under its Public Works and EAA programs, EDA is **not** authorized to provide grants or cooperative agreements to individuals or to for-profit entities, and such requests will not be considered for funding.

⁸ See Section 3 of PWEDA (42 U.S.C. § 3122) and 13 C.F.R. § 300.3.

2. Cost Sharing or Matching

Cost sharing is an essential element of any EDA project, and the availability and committed nature of matching funds is a competitiveness factor in evaluating applications against each other. Generally, the amount of an EDA award may not exceed 50 percent of the total cost of the project. Projects may receive an additional amount that may not exceed up to 30 percent of the total project cost, based on the relative needs of the region⁹ in which the project will be located, as determined by EDA.

In general, EDA's maximum investment rate (percent of the total project cost) is determined by the average per capita income or unemployment rate of the region in which the project is located, as outlined in Table 1 below:¹⁰

Projects located in regions in which:	Maximum allowable investment rates (percentage of total project cost)
(A) The 24-month unemployment rate is at least 225% of the national average; or	80
(B) The per capita income is not more than 50% of the national average.	80
(C) The 24-month unemployment rate is at least 200% of the national average; or	70
(D) The per capita income is not more than 60% of the national average.	70
(E) The 24-month unemployment rate is at least 175% of the national average; or	60
(F) The per capita income is not more than 65% of the national average.	60
(G) The 24-month unemployment rate is at least 1 percentage point greater than the national average; or	50
(H) The per capita income is not more than 80% of the national average.	50

TABLE 1

For projects subject to a Special Need, as outlined in Section C.3 below, EDA will determine the maximum allowable investment rate, not to exceed 80 percent of the total project cost, based on the actual or threatened overall economic situation of the region in which the project is located.

In addition, the Assistant Secretary for Economic Development has discretion to establish a maximum EDA investment rate of up to 100 percent of the total project cost for

⁹ See 13 C.F.R. § 300.3 for definition of "region."

¹⁰ See Section 204(a) of PWEDA (42 U.S.C. § 3144) and 13 C.F.R. § 301.4(b)(1).

projects: (i) of a State (or political subdivision of a State) that the Assistant Secretary for Economic Development determines has exhausted its effective taxing and borrowing capacity or (ii) of a non-profit organization that the Assistant Secretary for Economic Development determines has exhausted its effective borrowing capacity.¹¹ Additionally, EDA's regulations provide discretion to establish a maximum EDA investment rate of up to 100 percent for projects of Indian Tribes.¹²

Potential applicants should contact the EDA representative listed for their State in Section G of this PWEAA NOFO to obtain additional information regarding these EDA investment rate determinations.

The applicant must document that the matching share will: (i) be committed to the project for the period of performance, (ii) be available as needed, and (iii) not be conditioned or encumbered in any way that may preclude its use consistent with the requirements of EDA investment assistance.¹³ In order to meet these requirements, applicants should submit for each source of the matching share a commitment letter or equivalent document signed by an authorized representative of the organization providing the matching funds.

Additional documentation may be requested by EDA in order to substantiate the availability of the matching funds. For example, if bonds are contemplated as match, counsel opinion of the applicant's bonding authority and eligibility of the bonds for use as match, along with full disclosure of the type of bonds and the schedule of the applicant's intended bond issue, are required. Please contact the appropriate EDA representative listed in Section G of this PWEAA NOFO with questions regarding EDA's matching share requirements.

Documented in-kind contributions may provide the required non-Federal Share of the total project cost, but they must be eligible project costs and meet applicable Federal cost principles and uniform administrative requirements. Examples of in-kind contributions can include space, equipment, services, or forgiveness or assumptions of debt.¹⁴ Funds from other Federal financial assistance awards may be considered matching share funds only if authorized by statute, which may be determined by EDA's reasonable interpretation of the statute.¹⁵ To allow EDA to verify the value of in-kind matching share, the applicant should document the value of in-kind contributions in a matching share commitment letter and/or the budget narrative and also provide supporting documentation as appropriate.

Applicants are *strongly encouraged* to work with the appropriate EDA representative listed in Section G of this PWEAA NOFO to determine how in-kind contributions may be utilized to satisfy the matching share requirement for their application.

3. Economic Distress Criteria

In order to be eligible for funding under this PWEAA NOFO, an applicant must propose a project that meets EDA's distress criteria. Applicants must self-define the appropriate region geographically. The geographic area comprising a region need not be contiguous or defined by

¹¹ See Sections 204(c)(l) and (2) of PWEDA (42 U.S.C. § 3144) and 13 C.F.R. § 301.4(b)(5).

¹² See 13 C.F.R. § 301.4(b)(5).

¹³ See 13 C.F.R. § 301.5.

¹⁴ See Section 204(b) of PWEDA (42 U.S.C. § 3144) and the definition of "In-Kind Contribution" at 13 C.F.R. § 300.3.

¹⁵ See the definition of "Local Share or Matching Share" at 13 C.F.R. § 300.3. See also 2 C.F.R. § 200.306.

political boundaries but should constitute a cohesive area capable of undertaking self-sustained economic development. Applicants must provide third-party data that clearly indicate that the relevant region is subject to one (or more) of the following economic distress criteria: (i) an unemployment rate that is, for the most recent 24-month period for which data are available, at least one percentage point greater than the national average unemployment rate; (ii) per capita income that is, for the most recent period for which data are available, 80 percent or less of the national average per capita income; or (iii) a "Special Need," as determined by EDA.¹⁶

EDA will review and evaluate documentation submitted by the applicant to determine eligibility. EDA will reject any documentation of eligibility that the agency determines is inaccurate or incomplete, which may cause the application to be rejected. **EDA reserves the right to request additional documentation or information from the applicant to make an eligibility determination.** The proposed project must meet EDA's distress criteria as of the date EDA receives a complete application. However, if an award has not been made within six months of that date, EDA will then re-evaluate the project to determine continued eligibility for investment assistance. If the project no longer meets EDA's distress criteria, the project will no longer be considered.

For construction projects (including design and engineering) the project must be located within an eligible region. For non-construction projects, the investment's scope of work must primarily benefit an eligible region and stakeholders from that eligible area must be directly engaged. EDA suggests that applicants work closely with the EDA representative listed for their State as they define an eligible project in their region.

A proposed project may meet the regional eligibility criteria in one of the following three ways:

- 1. The proposed project will be located in a region that meets EDA's economic distress criteria;
- 2. The proposed project is located in an Economic Development District (EDD) that is located in a region that does not meet EDA's economic distress criteria, and EDA determines the proposed project will be of substantial direct benefit to a geographic area within the EDD that meets EDA's economic distress criteria; or
- 3. The proposed project will be located in a geographic area of poverty or high unemployment that meets EDA's economic distress criteria, but which is located in a region that overall does not meet EDA's distress criteria.

Below are further details on economic distress criteria. See also 13 C.F.R. § 301.3(a).

a) Unemployment Rate & Per Capita Income

For economic distress levels based upon per capita income requirements, EDA will base its determination upon the most recent American Community Survey (ACS) published by the U.S. Census Bureau. For economic distress levels based upon the unemployment rate, EDA will base its determination upon the most recent data published by the Bureau of Labor Statistics (BLS), within the U.S. Department of Labor. For eligibility based upon either per capita income

¹⁶ See Section 301(a)(3) of PWEDA (42 U.S.C. § 3161(a)(3)) and 13 C.F.R. § 301.3.

requirements or the unemployment rate, when the ACS or BLS data, as applicable, are not the most recent Federal data available, EDA will base its decision upon the most recent Federal data from other sources (including data available from the Census Bureau and the Bureaus of Economic Analysis, Labor Statistics, Indian Affairs, or any other Federal source determined by EDA to be appropriate). If no Federal data are available, an applicant must submit to EDA the most recent data available from the State. The required State data must be for the region where the project will be located, the geographic area where substantial direct project benefits will occur, or the geographic area of poverty or high unemployment, as applicable.¹⁷

b) "Special Need" Criteria

For the purposes of determining eligibility based on a "Special Need", an applicant must provide current and appropriate economic and demographic statistics for the applicable region to support the identified Special Need. EDA will base its Special Need eligibility determination on whether the proposed project meets the specific requirements outlined below or, in cases where specific thresholds are not identified, on whether the data and information provided by the applicant presents a compelling case that the region meets the Special Need criteria, as defined by EDA.

A project may be eligible pursuant to a Special Need if the project is located in a region that meets one or more of the criteria described below:¹⁸

- a. Closure or restructuring of industries or the loss of a major employer essential to the regional economy as defined by:
 - i. a public announcement of an impending closure or restructuring of a firm expected to occur within four (4) years of review of an application submission; or
 - ii. an actual closure or restructuring of a firm within the 24 months prior to submission of an application, resulting in sudden job losses; AND
- iii. such threatened or actual closure results in sudden job losses meeting the following dislocation criteria:
 - 1. For regions with a population of at least 100,000, the threatened or actual dislocation is 500 jobs, or one percent of the civilian labor force (CLF), whichever is less.
 - 2. For regions with a population up to 100,000, the threatened or actual dislocation is 200 jobs, or one percent of the CLF, whichever is less.
- b. Substantial out-migration or population loss.
- c. Underemployment, meaning employment of workers at less than full-time or at less skilled tasks than their training or abilities permit.
- d. Military base closures or realignments, defense contractor reductions-in-force, or Department of Energy defense-related funding reductions.

¹⁷ See Section 301 of PWEDA (42 U.S.C. § 3161) and 13 C.F.R § 301.3.

¹⁸ The following criteria are published in accordance with 13 C.F.R. § 301.3(a)(1)(iii) and define what may constitute a "Special Need" (as defined in 13 C.F.R. § 300.3) sufficient to make a project eligible for Public Works or EAA investment assistance, as described in Section C.3 of this announcement.

- i. A military base closure refers to a military base that was closed or is scheduled for closure, realignment, or growth pursuant to the base closure and realignment process or other Department of Defense (DOD) process. Unless further extended by the Assistant Secretary for Economic Development, the region is eligible from the date of DOD's recommendation for closure, realignment, or growth until five years after the actual date of closing of the installation or five years after the announced realignment or growth actually occurs.
- ii. A defense contractor reduction-in-force refers to a defense contractor(s) experiencing defense contract cancellations or reductions resulting from official DOD announcements that have aggregate value of at least \$10 million per year. Actual dislocations must have occurred within one year of the date an application is submitted to EDA for and threatened dislocations must be anticipated to occur within two years of submittal of an application to EDA. Defense contracts that expire in the normal course of business will not be considered to meet this criterion.
- iii. A Department of Energy defense-related funding reduction refers to a Department of Energy facility that has experienced or will experience a reduction of employment resulting from its defense mission change. The region is eligible from the date of the Department of Energy announcement of reductions until five years after the actual date of reduced operations at the installation.
- e. Natural or other major disasters or emergencies. A region that has received one of the following disaster declarations is eligible:
 - i. A Presidentially declared disaster (declared under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (42 U.S.C. § 5121 *et seq.*)); or
 - ii. A Federally declared disaster (pursuant to the Magnuson-Stevens Fishery Conservation and Management Act, as amended (16 U.S.C. § 1861a(a)); the Consolidated Farm and Rural Development Act, as amended (7 U.S.C. § 1961); or the Small Business Act, as amended (Pub. L. No. 85-536, 15 U.S.C. § 631 *et seq.*, 72 Stat. 384 (1958)).

Applicants must demonstrate a clear nexus between the needs created by the declared disaster and the proposed project.

- f. Extraordinary depletion of natural resources or other impact attributable to a new or revised Federal regulation or policy that will have a significant impact on a community's ability to prevent an extraordinary depletion of natural resources. For example, in the case of a Federal fishing regulation designed to promote and sustain a community and its fishery in the long-term, EDA could quickly help a coastal community respond to any short-term economic dislocations.
- g. Communities undergoing transition of their economic base as a result of changing trade patterns.
- h. A project located in a persistent poverty county is eligible. For purposes of determining Special Need, the term "persistent poverty county" means any county that has had 20 percent or more of its population living in poverty over the past 30 years, as measured by the 1990 and 2000 decennial censuses and the most recent Small Area Income and Poverty Estimates.
- i. The project i) is located in or ii) is proximate to and intended to directly and substantially benefit a designated "Qualified Opportunity Zone." A current list of Qualified Opportunity Zones designated by the U.S. Department of the Treasury can be found at <u>https://www.cdfifund.gov/pages/Opportunity-Zones.aspx</u>.
- j. For ACC applications only, communities or regions that have been impacted,¹⁹ or can reasonably demonstrate that they will be impacted, by coal mining or coal power plant employment loss, or employment loss in the supply chain industries²⁰ of either. Applications seeking ACC funding must provide appropriate third party economic and demographic statistics for the applicable community or region in order to document the extent to which contractions in the coal economy have negatively impacted the community or region.²¹ Applicants are encouraged to cite federal data resources that may include, but are not limited to: (i) U.S. Department of Commerce (Bureau of Economic Analysis, http://www.bea.gov/; U.S. Census Bureau, American Community Survey (ACS), https://www.census.gov/programs-surveys/acs/); (ii) U.S. Department of Labor (Bureau of Labor Statistics (BLS), http://www.bls.gov/); (iii) U.S. Department of Energy (Energy Information Administration (EIA), https://www.eia.gov/); (iv) U.S. Department of Labor (Mine Safety Health Administration, https://arlweb.msha.gov/ OpenGovernmentData/OGIMSHA.asp; Bureau of Indian Affairs (BIA)-American Indian Population and Labor Force Reports, http://www.bia.gov/ WhatWeDo/Knowledge/Reports/index.htm).
- k. For NCC applicants only, regions that have been impacted, or can reasonably demonstrate that they will be impacted, by NPP closure(s). Applicants must demonstrate the manner and extent to which a region has been impacted or will be impacted by NPP closure(s). Geographic proximity to an NPP closure is by itself insufficient to demonstrate eligibility for NCC funds.
 - Applicants seeking NCC funding in regions that have been impacted by NPP closure(s) must provide appropriate third-party economic and/or demographic data for the applicable region to document the extent to which NPP closure(s) have negatively impacted the region. Such applicants are encouraged to cite federal data resources that may include, but are not limited to: (i) U.S. Department of Commerce (Bureau of Economic Analysis, <u>http://www.bea.gov/</u>; U.S. Census Bureau, American Community Survey (ACS), <u>https://www.census.gov/programssurveys/acs/</u>); (ii) U.S. Department of Labor (Bureau of Labor Statistics (BLS), <u>http://www.bls.gov/</u>); (iii) U.S. Department of Energy (Energy

¹⁹ In general, EDA will consider applications for projects in communities and regions where the primary coal economy contraction "event" (e.g., closure of a coal mine or a coal-fired power plant, closure of various coal economy supply chain businesses, etc.) took place within 1-15 years prior to the application submission date. ²⁰ Examples of supply chain industries include, but are not necessarily limited to, manufacturers of mining

equipment and parts for coal-fired power plants and transportation companies that carry coal. Note, this timeframe is a range during which projects will generally be eligible; applicants may propose projects outside this timeframe, but should take special care to demonstrate that the primary coal economy contraction "event" continues to tangibly impact the community.

²¹ Examples of the types of acceptable data that applicants can use to demonstrate the negative impacts of local and/or regional coal industry contractions include (and are not limited to) economic indicators, labor market analyses, official announcements made by local and regional industries and firms, demographic, and industry data.

Information Administration (EIA), <u>https://www.eia.gov/</u>); (iv) U.S. Department of Labor (Mine Safety Health Administration, <u>https://</u> <u>arlweb.msha.gov/OpenGovernmentData/OGIMSHA.asp</u>; (v) Bureau of Indian Affairs (BIA)-American Indian Population and Labor Force Reports, <u>http://www.bia.gov/WhatWeDo/Knowledge/</u> <u>Reports/index.htm</u>); (vi) StatsAmerica, <u>http://www.statsamerica.org</u>; and (vii) US Nuclear Regulatory Commission, <u>http://www.nrc.gov</u>. If federal data is not available, applicants may consider demonstrating the negative impacts of nuclear power plant closure(s) using data including but not limited to local/regional economic indicators, labor market analyses, official announcements made by local and regional industries and firms, and demographic and industry data.

- ii. Applicants seeking NCC funding in regions that will be impacted in the future by NPP closure(s) must provide documentation demonstrating that the region will be negatively impacted in the future by NPP closure(s). Such documentation may, but is not required to, take the form of an announcement of future NPP closure and should be substantiated to the extent possible by third-party data sources as listed in above in Section C.3.b.k.i.
- 1. Other Special Need. The area is experiencing other special or extraordinary economic adjustment needs, as determined by the Assistant Secretary for Economic Development.

In addition to the above, all applications for funding based on Special Need must demonstrate how the project will address the economic development needs of the region resulting from that Special Need.

D. Application Submission Information

An applicant **must submit a complete application**, as detailed in Section D.2.a of this PWEAA NOFO, to be considered for funding. EDA intends to review an application within 60 days of EDA's receipt of the **complete application**. EDA may seek additional information or documentation from the applicant to clarify information presented in the application. Please see Section E of this PWEAA NOFO for more information on EDA's review and selection process.

EDA strongly encourages applicants to consult with the EDA representative for their State to discuss whether their project is in alignment with EDA's Investment Priorities, eligibility requirements, cost-sharing requirements, property standards, or other requirements outlined in this PWEAA NOFO. This consultation is limited to clarification of technical matters involving their proposed project, project alignment with EDA's mission and Investment Priorities, and all other relevant and publicly available information relating to general technical matters.

1. Address to Request an Application

An applicant may obtain the appropriate application electronically at Grants.gov. Applicants may search for this funding opportunity on Grants.gov using Funding Opportunity Number "PWEAA2020". All components of the appropriate application may be accessed and

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downloaded (in a screen-fillable format) at <u>https://www.grants.gov/web/grants/search-grants.html</u>.

Applicants are advised that they **must complete the registration process prior to submitting an application through Grants.gov**; please note, however, registration is <u>not</u> required for an applicant to access, view, or download the application. Even though an applicant may be able to view and download an application, if the applicant has not correctly completed the Grants.gov registration process, the applicant will not be able to submit the application electronically for EDA's review. Alternatively, an applicant eligible for assistance under this announcement may request a paper application by contacting the EDA representative listed for their State under Section G of this PWEAA NOFO.

2. Content and Form of the Application

EDA has developed a suite of forms designed to address all types of assistance the agency provides. In addition, Federal grant assistance forms from the Standard Form (SF) 424 family and certain Department of Commerce Forms (CD) forms are required as part of a complete application. The tables in Section D.2.a below describe all the forms and other documentation required for a complete application for each type of assistance EDA will provide under this NOFO and may serve as a checklist for applicants in preparing their submissions.

All relevant forms must be signed electronically by the applicant's Authorized Organizational Representative (AOR); please see Section I of this PWEAA NOFO for information on AOR requirements. The preferred electronic file format for attachments is Adobe portable document format (PDF); however, EDA will accept electronic files in Microsoft Word, WordPerfect, or Microsoft Excel formats. EDA will not accept paper, facsimile, or email transmissions of applications. Please refer to important information on submitting your application provided in Section D.4 of this PWEAA NOFO.

All documentation and data submitted should be current and applicable as of the date submitted. Applicants are encouraged to contact the EDA representative for their State for technical assistance before submitting an application under this PWEAA NOFO. EDA staff members are available to provide applicants with technical assistance regarding application requirements. Additionally, EDA may reach out to the applicant to clarify application materials received.

a) What is Required for a Complete Application?

The following table provides a complete list of documents required for a complete application based on the type of EDA assistance: construction, design and engineering (without a construction component), non-construction, and RLF.

Applications for **construction assistance** (including applications for design and engineering with construction activities) must include:

1. One Form SF-424 (Application for Federal Assistance) from each co-applicant, as applicable.

- 2. One Form SF-424C (Budget Information—Construction Programs) per project.
- **3.** One Budget Narrative that clearly identifies and justifies how funds in each line item of the budget (Form SF-424C) will be used to support the proposed project. The Budget Narrative should specifically address each budget line item (including both the Federal Share and matching non-Federal Share), and the narrative total should match the total project costs listed in both the SF-424 question 18, line g, and SF-424C ("Total Project Costs"). This includes describing any other Federal funds that have been secured or requested to support the project (see Section A.1). The Budget Narrative should include itemized valuations of any in-kind matching funds. The non-Federal Share, whether in cash or in-kind, is expected to be paid out at the same general rate as the Federal Share; however, if the applicant's Budget Narrative proposes otherwise, applicants must also include information that clearly indicates what project elements the matching share funds will support and explain why deviation from paying out at the same general rate is required for the project to be implemented. *Please note: In lieu of a separate Budget Narrative, this information may be included in the Preliminary Engineering Report as required by Section C of the ED-900C.
- **4. One Form SF-424D** (Assurances—Construction Programs) from each coapplicant, as applicable.
- **5. One Form ED-900** (General Application for EDA Programs). Applicants seeking ACC funding should note this information as a part of their response to Section B.1 of the form.
- 6. One Form ED-900A (Additional EDA Assurances for Construction or Non-Construction Investments) from each co-applicant, as applicable.
- 7. One Form ED-900B (Beneficiary Information Form) from each beneficiary of the proposed project, as applicable.
- 8. One Form ED-900C (EDA Application Supplement for Construction Programs) and accompanying supporting documentation, e.g., Preliminary Engineering Report. Form ED-900C requires, among other things, a description of real property acquisition, which should include any past or proposed use of eminent domain.
- **9. One Form ED-900E** (Calculation of Estimated Relocation and Land Acquisition Expenses).
- **10. Documentation of Matching Share** for each matching share source, such as a commitment letter, board resolution, proof of bonding authority, or similar document, as applicable. This should be attached to Form ED-900 (Section B.10.d of the form).
- 11. One Environmental Narrative that will enable EDA to comply with its NEPA responsibilities. A narrative outline that details required components may be accessed in EDA's website at: <u>http://www.eda.gov/files/</u>012 Environmental Narrative Template.zip.

- **12. One Applicant's Certification Clause** (see Appendix A to the environmental narrative noted above) completed separately and signed by each co-applicant, as applicable.
- **13. One Form CD-511** (Certification Regarding Lobbying) from each co-applicant, as applicable.
- 14. One Form SF-LLL (Disclosure of Lobbying Activities) from each co-applicant, if applicable.
- 15. Map of project site.

Applications for **design and engineering assistance only** (without a construction component) must include:

- **1. One Form SF-424** (Application for Federal Assistance) from each co-applicant, as applicable.
- 2. One Form SF-424C (Budget Information—Construction Programs).
- 3. One Budget Narrative that clearly identifies and justifies how funds in each line item of the budget (Form SF-424C) will be used to support the proposed project. The Budget Narrative should specifically address each budget line item (including both the Federal Share and matching Non-Federal Share), and the narrative total should match the total project costs listed in both the SF-424 question 18, line g, and SF-424C ("Total Project Costs"). This includes describing any other Federal funds that have been secured or requested to support the project (see Section A.1). The Budget Narrative should include itemized valuations of any in-kind matching funds. The non-Federal Share, whether in cash or in-kind, is expected to be paid out at the same general rate as the Federal Share; however, if the applicant's Budget Narrative proposes otherwise, applicants must also include information that clearly indicates what project elements the matching share funds will support and explain why deviation from paying out at the same general rate is required for the project to be implemented.
- 4. One Form SF-424D (Assurances—Construction Programs) from each coapplicant, as applicable.
- **5. One Form ED-900** (General Application for EDA Programs). Applicants seeking ACC funding should note this information as a part of their response to Section B.1 of the form.
- 6. One Form ED-900A (Additional EDA Assurances for Construction or Non—Construction Investments) from each co-applicant, as applicable.
- 7. One Form ED-900D (Requirements for Design and Engineering Assistance).
- 8. Documentation of Matching Share for each matching share source, such as a commitment letter, board resolution, proof of bonding authority, or similar

document, as applicable. This should be attached to Form ED-900 (Section B.10.d of the form).

- 9. An Environmental Narrative that will enable EDA to comply with its NEPA responsibilities. A narrative outline that details required components may be accessed in EDA's website at: <u>http://www.eda.gov/files/012 Environmental Narrative Template.zip.</u>
- **10. One Applicant's Certification Clause** (see Appendix A to the Environmental Narrative noted above) completed separately and signed by each co-applicant, as applicable.
- **11. One Form CD-511** (Certification Regarding Lobbying) from each co-applicant, as applicable.
- **12. One Form SF-LLL** (Disclosure of Lobbying Activities) from each co-applicant, as applicable.

Applications for **non-construction assistance** must include:

- **1. One Form SF-424** (Application for Federal Assistance) from each co-applicant, as applicable.
- 2. One Form SF-424A (Budget Information—Non-Construction Programs).
- **3.** One Budget Narrative that clearly identifies and justifies how funds in each line item of the budget (Form SF-424A) will be used to support the proposed project. The Budget Narrative should specifically address each budget line item (including both the Federal Share and matching Non-Federal Share), and the narrative total should match the total project costs listed in both the SF-424 question 18, line g, and SF-424A ("Totals"). This includes describing any other Federal funds that have been secured or requested to support the project (see Section A.1). The Budget Narrative should include itemized valuations of any in-kind matching funds. The non-Federal Share, whether in cash or in-kind, is expected to be paid out at the same general rate as the Federal Share; however, if the applicant's Budget Narrative proposes otherwise, applicants must also include information that clearly indicates what project elements the matching share funds will support and explain why deviation from paying out at the same general rate is required for the project to be implemented.
- 4. One Form SF-424B (Assurances—Non-Construction Programs) from each co-applicant, as applicable, unless as part of the registration process for SAM each co-applicant has already completed the assurances for non-construction programs. In that case, each co-applicant must inform EDA that this was completed in SAM.
- **5. One Form ED-900** (General Application for EDA Programs). Applicants seeking ACC funding should note this information as a part of their response to Section B.1 of the form.

- 6. One Form ED-900A (Additional EDA Assurances for Construction or Non— Construction Investments) from each co-applicant, as applicable.
- 7. Documentation of Matching Share for each matching share source, such as a commitment letter, board resolution, proof of bonding authority, or similar document, as applicable. This should be attached to Form ED-900 (Section B.10.d of the form).
- 8. One Form CD-511 (Certification Regarding Lobbying) from each co-applicant, as applicable.
- 9. One Form SF-LLL (Disclosure of Lobbying Activities) from each co-applicant, as applicable.

Applications for **RLF assistance** must include:

- **1. One Form SF-424** (Application for Federal Assistance) from each co-applicant, as applicable.
- 2. One Form SF-424A (Budget Information—Non-Construction Programs).
- 3. One Budget Narrative that clearly identifies and justifies how funds in each line item of the budget (Form SF-424A) will be used to support the proposed project. The Budget Narrative should specifically address each budget line item (including both the Federal Share and matching Non-Federal Share), and the narrative total should match the total project costs listed in both the SF-424 question 18, line g, and SF-424A ("Totals"). This includes describing any other Federal funds that have been secured or requested to support the project (see Section A.1). The Budget Narrative should include itemized valuations of any in-kind matching funds. The non-Federal Share, whether in cash or in-kind, is expected to be paid out at the same general rate as the Federal Share; however, if the applicant's Budget Narrative proposes otherwise, applicants must also include information that clearly indicates what project elements the matching share funds will support and explain why deviation from paying out at the same general rate is required for the project to be implemented.
- **4. One Form SF-424B** (Assurances—Non-Construction Programs) from each co-applicant, as applicable, unless as part of the registration process for SAM each co-applicant has already completed the assurances for non-construction programs. In that case, each co-applicant must inform EDA that this was completed in SAM.
- 5. One Form ED-900 (General Application for EDA Programs).
- **6. One Form ED-900A** (Additional EDA Assurances for Construction or Non— Construction Investments) from each co-applicant, as applicable.
- 7. One Form ED-900F (Supplement for Revolving Loan Fund Applications).
- 8. Documentation of Matching Share for each matching share source, such as a commitment letter, board resolution, proof of bonding authority, or similar

document, as applicable. This should be attached to Form ED-900 (Section B.10.d of the form).

- **9.** One Draft RLF plan that addresses all components required by EDA's regulation at 13 C.F.R. § 307.9.
- **10. One Form CD-511** (Certification Regarding Lobbying) from each co-applicant, as applicable.
- **11. One Form SF-LLL** (Disclosure of Lobbying Activities) from each co-applicant, as applicable.

In addition, **an application to support a business incubator**, technology, or other type of incubator or accelerator, regardless of the type of assistance being requested (i.e., construction or non-construction) must also include:

- a. A feasibility study establishing the market demand for the specific start-up companies proposed for incubation (technology, general business, bio-tech, manufacturing, etc.) and the presence of necessary resources and community support;
- b. Documentation with detailed demonstration that the applicant has the financial capacity to operate the facility (if applicable) and reach a positive cash flow within a reasonable period of time, which EDA generally expects to be three years; *and*
- c. A management plan for operation that, at a minimum, includes a/an:
 - i. *Tenant/client selection policy* that includes a description of the types of businesses sought and any established selection criteria;
 - ii. *Tenant lease or license agreement* (if applicable) that enumerates the shared services to be provided; delineates the business assistance policy, including the provision of management, technical, and training assistance, and the graduation policy; and establishes periodic access to the tenant's business records to permit assessment of the financial and operational viability of the tenant's business;
 - iii. *Business assistance policy* that outlines the various types of assistance that the will be provided to start-up firms, including how support will be provided to tenants/clients with access to capital needed to grow their businesses successfully;
 - iv. *Staffing plan* that details the talent and resources that will be dedicated to supporting the startup companies accepted;
 - v. *Tenant graduation policy* that is documented as a provision of the tenant lease or license agreement (if applicable) with clear requirements for tenant graduation from the facility or services; and
 - vi. *Performance plan* that includes how the entity will track the success of tenants/clients, specifically identifying what performance measurement data are proposed to be collected from tenants/clients and for what period of time during and after the service period the data will be collected. This should also include members of any oversight or policy board that will be responsible for setting performance

goals, selecting or approving selections of staff, establishing and reviewing policy, and monitoring performance.

Any applicant that proposes a project to support a business incubator, technology, or other type of incubator or accelerator is *strongly encouraged* to contact the EDA representative listed for their applicable State in Section G of this PWEAA NOFO to clarify technical matters involving their proposed project.

b) Environmental and Historic Preservation Requirements

All applicants for EDA construction assistance (including design and engineering assistance) are required to provide adequate environmental information. Each application will be reviewed by EDA for compliance with the National Environmental Policy Act (NEPA) of 1969, as amended. During the NEPA review process, applicants may be instructed to contact the designated State and/or Tribal Historic Preservation Officer (SHPO/THPO), provide approvals from other governmental agencies, or provide more detailed environmental information. EDA, after compliance with requirements for consultation with Federally-recognized Indian Tribes, may require applicants to participate in Tribal consultation, as necessary. The implementing regulations of NEPA require EDA to provide public notice of the availability of project-specific environmental documents, such as environmental impact statements, environmental assessments, findings of no significant impact, and records of decision, to the affected public. For further guidance and information, please contact the appropriate Regional Environmental Officer listed in Section G of this PWEAA NOFO. Applicants will be notified of any changes to these requirements via Grants.gov.

c) Copy of Negotiated Indirect Cost Rate Agreement (if applicable)

As noted in EDA's Standard Terms and Conditions for Construction Projects (Construction ST&Cs), indirect costs are generally not applicable to construction awards.

If indirect costs are included in the budget for a non-construction project, the applicant must include documentation to support the indirect cost rate it is using. For most applicants, this will entail the submission of a copy of its current, approved, and negotiated indirect cost rate agreement (NICRA). The maximum dollar amount of allocable indirect costs for which EDA will reimburse a recipient shall be the lesser of the (1) line-item amount for the Federal Share of indirect costs contained in the EDA approved budget for the award, or (2) Federal Share of the total allocable indirect costs of the award based on either (a) the indirect cost rate approved by EDA (or applicable cognizant Federal agency), provided that the cost rate is current at the time the costs were incurred and provided that the rate is approved on or before the award end date, or (b) other acceptable documentation as indicated below.

If the applicant does not have a current or pending NICRA, it may propose indirect costs in its budget; however, the applicant must prepare and submit an allocation plan and rate proposal for approval within 90 days from the award start date. See 2 C.F.R. part 200 Apps. III, IV, V, VI, VII for guidance. The allocation plan and the rate proposal shall be submitted to EDA's Office of Regional Affairs (or applicable cognizant Federal agency). If the applicant chooses to pursue this option, it should include a statement in its Budget Narrative that it does not have a current or pending NICRA and will submit an allocation plan and rate proposal to EDA or the applicant's cognizant Federal agency for approval. If the applicant (1) does not have a current NICRA and (2) has never received a negotiated indirect cost rate, the applicant may alternatively elect to charge a *de minimis* rate of 10% of modified total direct costs subject to the exceptions of 2 C.F.R. § 200.414(f). The applicant should include a statement in its Budget Narrative that it does not have a NICRA; it has never received a negotiated indirect cost rate; and it is electing to charge the *de minimis* rate.

Note if the applicant is a State or local unit of government (or a Tribe) that receives less than \$35,000,000 in direct Federal funding per year it may submit any of the following:

- i. A Certificate of Indirect Costs from DOI or EDA;
- ii. Acknowledgment received from EDA and Certificate of Indirect Costs;
- iii. Cost Allocation Plan approved by a Federal agency; or
- iv. NICRA.

3. Unique Entity Identifier and System for Award Management (SAM)

To enable the use of a universal identifier and to enhance the quality of information available to the public as required by the Federal Funding Accountability and Transparency Act of 2006, to the extent applicable,²² applicants are required to: (i) be registered in the SAM before submitting their application; (ii) provide a valid unique entity identifier in their application; and (iii) continue to maintain an active SAM registration with current information at all times during which they have an active Federal award or an application or plan under consideration by a Federal awarding agency. EDA may not make a Federal award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements, and if an applicant has not fully complied with the requirements by the time EDA is ready to make an award, EDA may determine that the applicant is not qualified to receive an award and use that determination as a basis for making an award to another applicant. Recipients will be subject to reporting requirements, as identified in OMB guidance published at 2 C.F.R. parts 25 and 170. The guidance set out at 2 C.F.R. parts 25 and 170 can be found at the U.S. Government Publishing Office website at https://www.ecfr.gov/cgi-bin/ ECFR?page=browse. Under "Browse" select "Title 2 - Grants and Agreements," then click "Go" and follow the link to parts "2-199." Note that SAM now encompasses the Central Contractor Registration (CCR) and that the unique entity identifier is commonly referred to as the Data Universal Numbering System (DUNS) Number. The recipient must keep its SAM registration current.

4. Submission Dates and Times

There are no application deadlines under this PWEAA NOFO. EDA plans to accept applications on a rolling basis subject to the availability of funds or until the NOFO is amended in relevant part or a new PWEAA NOFO is published. EDA may cancel or withdraw this NOFO at any time.

²² Individuals who apply for or receive agency awards or direct subawards are exempt from the requirements of the unique entity identifier and SAM. See 2 C.F.R. § 25.110(b). However, individuals are not eligible to receive awards under EDA's Public Works and EAA programs.

a) How to Submit an Application?

i. Electronic Submission

EDA accepts electronic submissions of applications through Grants.gov. EDA will not accept paper, facsimile, or email transmissions of applications except as provided below.

Once an application is submitted, it undergoes a validation process through Grants.gov during which the application may be accepted or rejected by the system. Please be advised that the validation process may take 24 to 48 hours to complete. Applications that contain errors will be rejected by Grants.gov and will not be forwarded to EDA for review. The applicant must correct any errors before Grants.gov will accept and validate the application.

Please see Section I of this PWEAA NOFO for more detailed instructions and information on the requirements for submitting applications electronically via Grants.gov.

ii. Alternatives to Electronic Submission.

If an applicant is unable to submit an application electronically for reasons beyond the control of the applicant, EDA, in its sole discretion, may **pre-approve in writing** submission via an alternate method (e.g., email).

5. Intergovernmental Review

Applications submitted under this PWEAA NOFO are subject to the requirements of Executive Order (EO) 12372, "Intergovernmental Review of Federal Programs," if a State has adopted a process under EO 12372 to review and coordinate proposed Federal financial assistance and direct Federal development (commonly referred to as the "single point of contact review process"). All applicants must give States and local governments a reasonable opportunity to review and comment on the proposed Project, including review and comment from area-wide planning organizations in metropolitan areas.²³ To find out more about a State's process under EO 12372, applicants may contact their State's Single Point of Contact (SPOC). Names and addresses of some States' SPOCs are listed on OMB's website at https://www.whitehouse.gov/wp-content/uploads/2019/02/SPOC-February-2019.pdf. Question 19 of Form SF-424 allows applicants to demonstrate compliance with EO 12372.

An applicant seeking funding under the Public Works program or for a construction project or RLF grant under the EAA program that is not a State, Indian Tribe, or general purpose local governmental authority must afford the appropriate general purpose local governmental authority in the project region a minimum of 15 days to review and comment on the proposed project and provide with its application a statement of its efforts to seek comments and either (i) a copy of the comments received and a statement of any actions to address those comments or (ii) a statement that no comments were received.

6. Funding Restrictions

In general, EDA does not reimburse pre-award project costs. Applicants that are in need of such reimbursement should work closely with the EDA representative for their State to

²³ As provided for in 15 C.F.R. part 13.

determine if their pre-award costs may be considered for reimbursement. In order for contracted pre-award costs to be eligible for reimbursement, the applicant must competitively procure services pursuant to the Federal government's procurement procedures. All pre-award costs are incurred at an applicant's own risk and will be considered for reimbursement, in EDA's sole discretion, only if an applicant receives an award and such costs are approved by EDA in writing. Under no circumstances will EDA or DOC be held responsible for application preparation expenditures, which are distinguished from pre-award project costs.

7. Other Submission Requirements

After EDA reviews your application, EDA may contact the applicant to request any necessary additional documentation to clarify or substantiate submitted application materials, depending on the type of project proposed. Examples of additional documentation may include, but are not limited to, title verification, documentation of the value of in-kind contributions, evidence all funding is available and committed to the project, or documentation required for environmental or legal compliance. This additional documentation will be required to ensure that the proposed project complies with all applicable rules and regulations prior to EDA's issuance of an award. EDA will provide applicants a reasonable amount of time to provide any additional documentation. Failure to provide complete and accurate supporting documentation in a timely manner *when requested by EDA* may result in the denial of an application.

EDA may make changes or additions to this PWEAA NOFO. All changes will be communicated through Grants.gov.

E. Application Review Information

Throughout the review and selection process, EDA reserves the right to seek clarification in writing from applicants whose applications are being reviewed. This may include reaching out to applicants and proposing they seek funding under a different EDA program or other Federal financial assistance program under which they may be more competitively assessed. EDA may additionally ask applicants to clarify application materials, objectives, and work plans, or modify budgets or other specifics necessary to comply with Federal requirements. Before applications are reviewed as described below, EDA will conduct an initial screening to verify that all required forms are complete and all required documentation is included. Applications that do not contain all elements listed in Section D.2.a of this PWEAA NOFO will not be reviewed.

1. Review and Selection Process

a) Investment Review Committee (IRC)

Each Regional Office will convene periodic IRCs as necessary depending on the volume of applications, that consist of at least four EDA staff members (except in the case of an IRC to review ACC applications, which need only consist of three EDA staff members) to review each complete application. Before the IRC reviews an application EDA will conduct an administrative review to determine that the application is complete.

All IRC members will review each complete application before the IRC discussion and evaluation. The IRC will make a group evaluation of the merits of each application based on the extent to which the application meets the program-specific award and application requirements

provided in 13 C.F.R. part 305 for Public Works investments and 13 C.F.R. part 307 for EAA investments.

For construction and non-construction projects (including NCC and ACC projects), except Strategy Grant proposals, the IRC will use the following criteria in its review, with each criterion receiving equal weight:

- i. The project's sustainability/durability, including the extent to which the project demonstrates support from regional stakeholders (private, public, and non-profit entities, etc.);
- ii. The applicant's organizational capacity, including its financial and management capacity;
- iii. The project's alignment with the regional CEDS or equivalent EDA-accepted economic development strategy, including the extent to which the project is aligned with and integrated into other public or private investments currently ongoing or planned for the community and region;
- iv. The project's demonstrated alignment with EDA's current Investment Priorities;
- v. The project's demonstrated ability to foster creation and/or retention of highquality jobs and promote private investment in the regional economy;
- vi. The extent to which the project will enable the community/region to become more economically diversified and prosperous; and
- vii. The project's feasibility, which may include the availability and committed nature of proposed matching funds.

In addition to the above criteria, for ACC projects only, the IRC also will equally weigh:

- viii. The integration and/or alignment of the impacted region's workforce development needs and priorities with the economic development strategy referenced in the application;
 - ix. The extent to which the project objectives are designed to create jobs that pay family-supporting wages, create career pathways for workers, and are linked to industry-recognized credentials for high-demand positions; and
 - x. The geographic impact and resulting economic benefit of the proposed scope of work.

Note: Throughout the application review and selection process, ACC, EAA, NCC, and Public Works projects will be evaluated independently. While separate, these evaluations may occur concurrently. As stated above, each ACC project evaluation will be conducted based on both EAA and ACC evaluation criteria.

Based on its consideration of the above factors, the IRC will prepare a priority order of funding recommendations for the Regional Director. EDA's final decision on whether to fund a project is dependent upon the ability of the applicant to provide sufficient documentation of the project's compliance with applicable rules and regulations.

EDA intends to provide applicants written notification of the outcome of the IRC within 60 days of EDA's receipt of the **complete application and any additional materials and information required for the review**.

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b) Due Diligence

If the IRC recommends an application, the applicant still may have to complete certain due diligence requirements before EDA can make an award. After an applicant has been notified that its application has been recommended by the IRC, EDA may request that the applicant submit additional documents and information to allow EDA to fully evaluate compliance with applicable rules and regulations.

For example, in the case of construction projects, such additional due diligence may include:

- i. Title verification;
- ii. Proof of project ownership;
- iii. Documentation of matching funds; and
- iv. Documentation required for environmental or legal compliance. This may include, but is not limited to: 404 Clean Water Act permits from the U.S. Army Corps of Engineers and accompanying environmental documentation (environmental assessment or environmental impact statement), Phase I and Phase II environmental assessments, State environmental assessment documentation (for compliance with State environmental statutes such as the Massachusetts Environmental Policy Act (MEPA) or the California Environmental Quality Act (CEQA)), archeological and biological surveys, and proof of coordination with resource agencies.

If the applicant provides the requested information and supporting documentation in a timely fashion and EDA determines the project is fully compliant with applicable rules and regulations, the application will be forwarded to the Regional Director for a final decision and award approval. Applicants that do not provide the additional information and supporting documentation in a timely fashion or who are deemed not to be in compliance with applicable rules and regulations will receive notification their application has been denied.

c) Grants Officer's Decision

Applications recommended by the IRC and deemed fully compliant with applicable rules and regulations will be forwarded to the Regional Director, who is the designated Grants Officer under this PWEAA NOFO. Each Regional Director has been delegated the final authority regarding funding of applications and may select a project for funding that differs from the IRC's recommendations based on any of the following selection factors:

- 1. The relative economic distress of the region;
- 2. For Public Works projects, the extent to which the selection of the application, alone or in the context of other applications, supports EDA's compliance with appropriations law requirements and report language guidance;
- 3. The likelihood a given project will start quickly, realistically achieve project goals, and catalyze additional resources;
- 4. The extent to which the application meets the overall objectives of Section 2 of PWEDA (42 U.S.C. § 3121);
- 5. For ACC projects, the extent to which the project proposes an implementation activity that supports economic diversification, job creation, capital investment, and workforce development and re-employment opportunities;

- 6. The applicant's performance under previous Federal financial assistance awards, including whether the grantee submitted required performance reports and data;
- 7. The availability of program funding; and
- 8. The extent to which the project supports EDA's goals of geographic balance in distribution of program funds, project types, organizational type (to include smaller and rural organizations) and the overall portfolio.

The Regional Director's final decision must be consistent with EDA's and DOC's published policies. Any time a Regional Director makes a selection that differs from the IRC's recommendation, the Regional Director will document the rationale for the decision in writing.

2. Federal Awardee Performance and Integrity System (FAPIIS) Review

EDA, prior to making a Federal award with a total amount of Federal Share greater than the simplified acquisition threshold, is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIIS). See 41 U.S.C. § 2313.

Each applicant, at its option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through SAM. EDA will consider any comments by the applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants as described in 2 C.F.R. § 200.205.

F. Federal Award Administration Information

1. Federal Award Notification

If an application is selected for funding and the applicant successfully and timely completes all due diligence requirements, the expectation is that the EDA Grants Officer will issue the grant award (Form CD-450), which is the authorizing financial assistance award document and includes Specific Award Conditions and, as applicable, the DOC Financial Assistance Standard Terms and Conditions (DOC ST&Cs), the EDA Revolving Loan Fund Financial Assistance Award Standard Terms and Conditions (RLF ST&Cs), or the EDA Construction ST&Cs, as described in Section F.2.b, below.

By signing Form CD-450, the applicant agrees to comply with all award provisions. EDA will provide Form CD-450 via the award package to the applicant's authorized representative. The applicant's authorized representative must sign and return the Form CD-450 without modification within 30 calendar days of the date of EDA's signature on the form.

If an applicant is awarded funding, neither DOC nor EDA is under any obligation to provide any additional future funding in connection with that award or to make any future award(s). Amendment or renewal of an award to increase funding or to extend the period of performance is at the discretion of DOC and EDA.

EDA will notify unsuccessful applicants in writing to the applicant's authorized representative. EDA will retain unsuccessful applications in accordance with EDA's record retention schedule.

2. Administrative and National Policy Requirements

a) Uniform Administrative Requirements, Cost Principles and Audit Requirements

Recipients of an EDA award will be bound by the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) as set forth in 2 C.F.R. part 200. See a copy of these regulations at: <u>https://www.gpo.gov/fdsys/pkg/CFR-2016-title2-vol1/pdf/CFR-2016-title2-vol1-part200.pdf</u>. Please note that the Uniform Guidance superseded DOC's Uniform Administrative Requirements, which were found at 15 C.F.R. parts 14 and 24.

b) DOC Financial Assistance Standard Terms and Conditions

For all projects except construction awards, DOC will apply the DOC ST&Cs applicable on the date of the award. The DOC ST&Cs may be accessed at the following website: <u>http://www.osec.doc.gov/oam/grants_management/policy/default.htm</u>.

For RLF awards, in addition to the DOC ST&Cs, EDA will apply the EDA RLF ST&Cs. The RLF ST&Cs may be accessed at <u>https://www.eda.gov/tools/grantee-forms/</u> under the header "Standard Terms and Conditions for RLF and Construction Projects".

For construction awards, EDA will apply the Construction ST&Cs. The Construction ST&Cs may be accessed at <u>https://www.eda.gov/tools/grantee-forms/</u> under the header "Standard Terms and Conditions for RLF and Construction Projects".

c) DOC Pre-Award Notification Requirements

DOC will apply the Pre-Award Notification Requirements for Grants and Cooperative Agreements effective December 26, 2014, 79 Fed. Reg. 78,390. The Pre-Award Notice may be accessed at the Government Printing Office (GPO) website at <u>http://www.gpo.gov/fdsys/pkg/FR-2014-12-30/pdf/2014-30297.pdf</u>.

3. Reporting

- a. All recipients are required to submit financial, performance, and impact reports in accordance with the terms and conditions of the grant award, generally no less than semi-annually. All project progress and financial reports must be submitted to the applicable EDA program officer in an electronic format to be determined at the time of award.
- b. The Federal Funding Accountability and Transparency Act of 2006 includes a requirement for awardees of applicable Federal grants to report information about first-tier subawards²⁴ and executive compensation under Federal assistance

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²⁴ A first-tier subaward means an award provided by the recipient to a subrecipient for the subrecipient to carry out as part of a Federal award.

awards issued in FY 2011 or later. All awardees of applicable grants and cooperative agreements are required to report to the Federal Subaward Reporting System (FSRS) available at www.FSRS.gov on all sub-awards over \$25,000. Please see the OMB guidance published at 2 C.F.R. part 170 (2015), which can be accessed at <u>http://www.gpo.gov/fdsys/pkg/CFR-2015-title2-vol1/pdf/CFR-2015-title2-vol1-part170.pdf</u>.

c. EDA may require additional data on activities, outputs, and actual impact of the funded investment, pursuant to the Government Performance and Results Act (GPRA), as well as specified under the specific terms and conditions of the EDA grant award. For example, recipients may be expected to continuously track their engagement activities within the scope of work, other beneficiaries, and project-related stakeholders. They may also be expected to collect data on the outputs and impacts of their activities, such as, for example, the number of beneficiary strategic plans developed, the number of new business partnerships formed, or new capabilities acquired using surveys of beneficiaries or clients if necessary. EDA will specify the data collection techniques and reporting mechanisms to be used.

G. Federal Awarding Agency Contacts

For questions concerning this PWEAA NOFO, or more information about EDA programs, you may contact the appropriate EDA representative listed below. An EDA contact for each State is provided for PW and non-ACC EAA projects. An EDA contact for each EDA Regional Office is provided for ACC projects and environmental inquiries. Updated contact information can be found on EDA's website at <u>https://www.eda.gov/contact</u>/.

Atlanta Regional Office

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Mississippi

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Environmental Officer

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Austin Regional Office

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Environmental Officer and ACC Robin Bush rbush@eda.gov 312-789-9750

Denver Regional Office

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Montana, Wyoming and ACC

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Eastern Iowa, Eastern and Central Missouri Steve Castaner scastaner@eda.gov 573-590-1194

Nebraska, Kansas, Western Missouri Mark Werthmann mwerthmann@eda.gov 913-894-1586

Environmental Officer

Jenny Benz jbenz@eda.gov 303-844-5363

Philadelphia Regional Office

Linda Cruz-Carnall, Regional Director Robert N.C. Nix Federal Building 900 Market Street, Room 602 Philadelphia, PA 19107 (215) 597-4603 Main Office (215) 597-1063 Fax

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Seattle Regional Office

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California (Northern and Central Coast) Malinda Matson Mmatson1@eda.gov 916-235-0088

California (Southern and Central Valley), Nevada Wilfred Marshall Wmarshall@eda.gov 310-348-5386

Hawaii, Guam, Northern Mariana Islands, American Samoa, Marshall Islands, Federated States of Micronesia, Palau Herbert Thweatt hthweatt@eda.gov 808-541-3391

Oregon, Idaho

Frances Sakaguchi – Acting EDR fsakaguchi@eda.gov 206-220-7693

Environmental Officer Rowena DeFato rdefato@eda.gov

ACC

206-220-7703

Brian Parker BParker3@eda.gov 206-220-7675

H. Other Information

1. Right to Use Information

DOC reserves the right to use information contained in applications submitted under this opportunity, as well as all reports and performance data submitted by recipients to undertake an evaluation of its programs, either through its staff or by hiring a third party. The applicant acknowledges and understands information and data contained in applications for financial assistance, as well as information and data contained in financial, performance, and other reports submitted by applicants, may be used by the DOC in conducting reviews and evaluations of its financial assistance programs. For this purpose, applicant information and data may be accessed, reviewed and evaluated by DOC employees, other Federal employees, Federal agents and contractors, and/or by non-Federal personnel, all of whom enter into appropriate confidentiality and nondisclosure agreements covering the use of such information. As may be provided in the terms and conditions of a specific financial assistance award, applicants are expected to support program reviews and evaluations by submitting required financial and performance information and data in an accurate and timely manner and by cooperating with DOC and external program evaluators. In accordance with 2 C.F.R. § 200.303(e), applicants must take reasonable measures to safeguard protected personally identifiable information and other confidential or sensitive personal or business information created or obtained in connection with a DOC Federal financial assistance award.

2. Freedom of Information Act Disclosure

The Freedom of Information Act (5 U.S.C. § 552) (FOIA) and DOC's implementing regulations at 15 C.F.R. part 4 set forth the rules and procedures to make requested material, information, and records publicly available. Unless prohibited by law and to the extent permitted under FOIA, contents of applications submitted by applicants may be released in response to FOIA requests. In the event that an application contains information or data that the applicant deems to be confidential commercial information, that information should be identified, bracketed, and marked as "Privileged, Confidential, Commercial or Financial Information." Based on these markings, the confidentiality of the contents of those pages will be protected to the extent permitted by law.

3. Notice of Government-Wide Procurement Restriction

The general rule for Federal financial assistance is that contractors that develop draft specifications, requirements, statements of work, invitations for bids or requests for proposals are prohibited from competing for the final procurement. For instance, a professional engineer or architect who prepared the Preliminary Engineering Report for an EDA application would be excluded from bidding on the same work under the award. Under 2 C.F.R § 200.319 and 200.317, only State recipients are expressly exempt from this prohibition. Local governments and Indian Tribes may also take advantage of the exemption in two narrow circumstances: (i) if they are required (by statute, for example) to follow the State's procurement rules in full and without exception; or (ii) if they are required to follow a specific State procurement rule that creates an explicit conflict with the prohibition in 2 C.F.R. § 200.319(a) (i.e., there is a statute that requires or permits the local government or Indian Tribe to award the final procurement to the same contractor that developed the draft specifications). Absent one of these two scenarios, the local government or Indian Tribe must comply with the prohibition. Applicants are encouraged to contact the EDA representative listed for their applicable State in Section G of this PWEAA NOFO with any questions regarding application of this regulation.

4. Past Performance and Non-Compliance with Award Provisions

Unsatisfactory performance under prior Federal awards may result in an application not being considered for funding. Failure to comply with any or all of the provisions of an award may have a negative impact on future funding by the DOC (or any of its operating units) may be considered grounds for any or all of the following actions: (1) establishing an account receivable; (2) withholding payments to the recipient under any DOC award(s); (3) changing the method of payment from advance to reimbursement only; (4) imposing other specific award conditions; (5) suspending any active DOC award(s); and (6) terminating any active DOC award(s).

5. Restrictions Governing Making Grants to Corporations Convicted of Federal Felony and Federal Criminal Tax Violations, Unpaid Federal Tax Assessments, and Delinquent Federal Tax Returns

In accordance with current Federal appropriations law, execution by an applicant of the Certification Regarding Federal Felony and Federal Criminal Tax Convictions, Unpaid Federal Tax Assessments and Delinquent Federal Tax Returns (see Attachment 1) will be required in a format requested by EDA before any award will be made under this PWEAA NOFO.

Specifically, if an applicant is a corporation as defined in the Certification, it is required to sign and return the Attachment 1, Part I Certification. In addition, <u>all</u> applicants applying for financial assistance awards in excess of \$5 million are required to sign the Attachment 1, Part II

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certification. The applicant will be required to submit these certifications, signed by its AOR, after being contacted by EDA that the IRC has recommended its application as described in Section E.1 of this PWEAA NOFO.

6. EDA's Non-Relocation Policy

Should an application be selected for award, the recipient will be required to adhere to a specific award condition relating to EDA's non-relocation policy as follows:

In signing this award of financial assistance, Recipient(s) attests that EDA funding is not intended by the Recipient to assist its efforts to induce the relocation of existing jobs within the U.S. that are located outside of its jurisdiction to within its jurisdiction in competition with other U.S. jurisdictions for those same jobs. In the event that EDA determines that its assistance was used for those purposes, EDA retains the right to pursue appropriate enforcement action in accord with the Standard Terms and Conditions of the Award, including suspension of disbursements and termination of the award for convenience or material noncompliance, which may include the establishment of a debt requiring the Recipient to reimburse EDA.

For purposes of ensuring that EDA assistance will not be used to merely transfer jobs from one location in the United States to another, each applicant must inform EDA of all employers that constitute primary beneficiaries of the project assisted by EDA. EDA will consider an employer to be a "primary beneficiary" if: (i) the employer is specifically named in the application as benefitting from the project, and the applicant estimates that the employer will create or save 100 or more permanent jobs as a result of the investment assistance (if the jobs in question were originally located in a smaller community, EDA may extend this policy to the relocation of 50 or more jobs); or (ii) the employer is or will be located in an EDA-assisted building, port, facility, or industrial, commercial, or business park constructed or improved in whole or in part with investment assistance prior to EDA's final disbursement of funds.

7. Audit Requirements

Single or program-specific audits shall be performed in accordance with the requirements contained in the Uniform Guidance (see 2 C.F.R. part 200, Subpart F, "Audit Requirements"). The Uniform Guidance requires any non-Federal entity (i.e., non-profit organizations, including non-profit institutions of higher education and hospitals, States, local governments, and Indian Tribes) that expends Federal awards of \$750,000 or more in the recipient's fiscal year to conduct a single or program-specific audit in accordance with the requirements set out in the OMB Uniform Guidance.

8. Implementing the Americans with Disabilities Act (ADA)

The U.S. Department of Justice has issued revised regulations implementing Title II of the ADA (28 C.F.R. Part 35; 75 Fed. Reg. 56,164 (Sep. 15, 2010), as amended by 76 Fed. Reg. 13,285 (Mar. 11, 2011)) and Title III of the ADA (28 C.F.R. Part 36; 75 Fed. Reg. 56,236 (Sep. 15, 2010), as amended by 76 Fed. Reg. 13,286 (Mar. 11, 2011).

<u>0095</u>

I. Instructions for Application Submission via Grants.gov

<u>Register early and submit early</u>. In order to submit an application through Grants.gov, an applicant must register for a Grants.gov user ID and password. Note that this process can take between three to five business days or as long as four weeks if all steps are not completed correctly. To avoid delays, EDA strongly recommends that applicants start this process as soon as possible before applying. Information about the Grants.gov/web/grants/applicants/organization-registration.html. Please note that organizations already registered with Grants.gov do not need to re-register; however, all registered organizations must keep their registration for SAM, which includes the CCR database, up-to-date through sam.gov or their applications will not be accepted by Grants.gov.

<u>Authorized Organizational Representative (AOR) requirement</u>. Applicants must register as organizations, not as individuals. As part of the registration process, you will register at least one AOR for your organization. AORs registered at Grants.gov are the only officials with the authority to submit applications at Grants.gov, so please ensure that your organization's application is submitted by an AOR. If the application is submitted by anyone other than your organization's AOR, it will be rejected by the Grants.gov system and cannot be considered by EDA. Note that a given organization may designate multiple individuals as AORs for Grants.gov purposes.

The most up-to-date instructions for application submission via Grants.gov can be found at <u>https://www.grants.gov/web/grants/applicants/workspace-overview.html</u>. In order to begin, complete, and submit your application:

- Navigate to <u>https://www.grants.gov/web/grants/applicants/workspace-overview.html;</u>
- Click "Get Application Package";
- In "Funding Opportunity Number" field, enter "PWEAA2020";
- Click "Search";
- Under the "Actions" column, click the "Apply" link that corresponds with this opportunity;
- Enter your email address (if you would like to receive updates from Grants.gov regarding this grant opportunity) or check the box that indicates you do not wish to provide it, then click "Submit";
- Choose to apply using Workspace by clicking "Login to Apply Now";
- Follow the instructions provided on the Grants.gov website and on each webpage to complete and submit your application;
- For detailed step-by-step guidance on how to create a workspace, an application, and submit a workspace package, see the Grants.gov Online User Guide. Navigate to www.grants.gov and select "Apply for a Grant with Workspace" located in the banner or see <u>https://www.grants.gov/help/html/help/</u> index.htm?callingApp=custom#t=Applicants%2FGrantApplications.htm.

<u>Field limitations and special characters</u>. Please be advised that <u>Grants.gov</u> provides the following notice with respect to form field limitations and special characters:

Are there restrictions on file names for any attachment I include with my application?

Please limit file names to 50 characters and do not use special characters (example: &, -,*,%,/,#) in attachment names and application form fields (including periods (.), blank spaces and accent marks) or attach documents with the same name. An underscore (example: my_Attached_File.pdf) may be used to separate a file name. Please note that if these guidelines are not followed, your application may be rejected.

What kind of information can be entered into form fields within my application?

Grants.gov applications offer fields to enter a set amount of data. When the limit is reached for a certain field, you will no longer be able to enter data into that field. For every form, there are different limitations to the data that you are allowed to enter (this varies between agency and form). Refer to the agency instructions available for download with the application for more detail.

Do not use special characters (example: &,-,*,%,/,#) within the application form fields including periods (.), blank spaces and accent marks; an underscore may be used. Please note that if these guidelines are not followed, your application may be rejected.

In EDA's experience, use of apostrophes (') in file names and fillable fields of required forms has resulted in application submission issues. Accordingly, please periodically check the status of your application to make sure it has been validated, and use file naming conventions that do not negatively affect your application submission.

If a response exceeds the field limit requirements of any form, including Form ED-900, the applicant is advised to include the response as an attachment to the application. The applicant should check the 'Attachments' box under 'Optional Documents for Submission' in the application, and clearly indicate in the form field that the information is included as an electronic file.

<u>Verify That Your Submission Was Successful</u>. Applicants should save and print written proof of an electronic submission made at Grants.gov. Applicants can expect to receive multiple emails regarding the status of their submission. Since email communication can be unreliable, applicants must proactively check on the status of their application if they do not receive email notifications within a day of submission.

An applicant should expect to receive two initial emails from Grants.gov: the first will confirm receipt of the application, and the second will indicate that the application has either been successfully validated by the system before transmission to EDA or has been rejected due to errors. Applicants should be aware that it may take up to two business days after Grants.gov receives an application for applicants to receive email notification of an error. Applicants will receive a third email once EDA has retrieved their application.

EDA requests applicants refrain from submitting multiple copies of the same application. Applicants should save and print both the confirmation screen provided on the Grants.gov website after the applicant has submitted an application and the confirmation email sent by Grants.gov when the application has been successfully received and validated in the system. If an applicant receives an email from Grants.gov indicating the application was received and subsequently validated, but does not receive an email from Grants.gov indicating that EDA has retrieved the application within 72 hours of that email, the applicant may contact the appropriate EDA representative listed in Section G of this announcement to inquire if EDA is in receipt of the applicant's submission.

It is the applicant's responsibility to verify that its submission was timely received and validated successfully at Grants.gov. To see the date and time your application was received, log on to Grants.gov and click on the "Track My Application" link from the left-hand menu. For a successful submission, the application must be received and validated by Grants.gov, and an agency tracking number assigned. If your application has a status of "Received," it is awaiting validation by Grants.gov and has not yet been received by EDA. Once validation is complete, the status will change to "Validated" or "Rejected with Errors." If the status is "Rejected with Errors," an application has not been received successfully. For more detailed information on why an application may be rejected, please see "Encountering Error Messages" at https://www.grants.gov/applicants/encountering-error-messages.html and "Frequently Asked Questions by Applicants" at <a href="https://www.grants.gov/web/grants/applicants/appli

Grants.gov systems issues. If you experience a Grants.gov systems issue (i.e., a technical problem or glitch with the Grants.gov website) that you believe threatens your ability to complete a submission before a deadline, please (i) print any error message received; (ii) call the Grants.gov Contact Center at (800) 518-4726 for immediate assistance; and (iii) contact EDA using the contact information in Section G. of this PWEAA NOFO. Applicants should obtain a case number regarding their communications with Grants.gov. Please note that problems with an applicant's computer system or equipment are **not** considered systems issues. Similarly, an applicant's failure to, e.g., (i) complete the required registration, (ii) ensure that a registered AOR submits the application, or (iii) notice receipt of an email message from Grants.gov are **not** considered systems issues. A Grants.gov systems issue is an issue occurring in connection with the operations of Grants.gov itself, such as the temporary loss of service by Grants.gov due to unexpected volume of traffic or failure of information technology systems, both of which are highly unlikely. In the event of a confirmed systems issue, EDA reserves the right to accept an application in an alternate format.

Applicants should access the following link for assistance in navigating Grants.gov and for a list of useful resources: <u>http://www.grants.gov/web/grants/support.html</u>. The following link lists "Frequently Asked Questions by Applicants": <u>https://www.grants.gov/web/grants/</u> <u>applicants/applicant-faqs.html</u>. If you do not find an answer to your question there, contact Grants.gov by email at support@grants.gov or telephone at (800) 518-4726. The Grants.gov Contact Center is open 24 hours a day, seven days a week, except on Federal holidays.

Attachment 1. Certifications Regarding Federal Felony and Federal Criminal Tax Convictions, Unpaid Federal Tax Assessments and Delinquent Federal Tax Returns

As discussed in Part I and Part II below, current Federal appropriations law contains certain funding prohibitions and certification requirements applicable to financial assistance awards issued with appropriated funds. Based on these requirements, DOC requires the following certifications from prospective financial assistance award recipients (also referred to below as applicants):

PART I-Certifications from Corporations

None of the appropriated funds made available by relevant appropriations Acts may be used to issue a financial assistance to any <u>corporation</u> that:

- (a) Was convicted of a felony criminal violation under any Federal law within the preceding 24 months, unless a Federal agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government; and/or
- (b) Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, unless a Federal agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government.

For purposes of the below certification, a corporation is defined as an entity that has filed articles of incorporation in one of the fifty States, the District of Columbia, or the various territories of the United States or associated independent republics including American Samoa, Federated States of Micronesia, Guam, Midway Islands, Northern Mariana Islands, Puerto Rico, Republic of Palau, Republic of the Marshall Islands, and the U.S. Virgin Islands. (Note that this includes both for-profit and non-profit organizations.)

The below certification is required for all new financial assistance awards and for all amendments to existing financial assistance awards, that are made to corporations (as defined above) and that are funded with appropriated funds made available to the Department of Commerce pursuant to relevant appropriations Acts. This certification is further required to the extent that other appropriation Acts contain the same or substantively similar prohibitions against the issuance of financial assistance awards to certain corporations.

<u>Instructions</u>: All recipients that are corporations (as defined above) must complete paragraphs (1) and (2) below, which must be signed below by an authorized representative of the corporation. Recipients that are not corporations are not required to complete this representation.

(1) _____ [insert name of corporation] certifies that it is \Box is not \Box (check one) a corporation that was convicted of a felony criminal violation under a Federal law within the 24 months preceding the signature date of this Representation.

(2) _____ [insert name of corporation] certifies that it is \Box is not \Box (check one) a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

By: ______ [Typed name and title of the signing individual] [Typed phone number of the signing individual] [Typed email address of the signing individual]

Date: _____

PART II-Certifications for Awards Over \$5 Million

For financial assistance awards in excess of \$5 million, the Department of Commerce is required to obtain written certification from <u>all recipients</u> that:

- (a) To the best of its knowledge and belief, the recipient has filed all Federal tax returns required during the three years preceding the certification;
- (b) The recipient has not been convicted of a criminal offense under the Internal Revenue Code of 1986; and/or
- (c) The recipient has not, more than 90 days prior to certification, been notified of any unpaid Federal tax assessment for which the liability remains unsatisfied, unless the assessment is the subject of an installment agreement or offer in compromise that has been approved by the Internal Revenue Service and is not in default, or the assessment is the subject of a non-frivolous administrative or judicial proceeding.

The below certification is required from <u>all recipients</u> receiving financial assistance awards in excess of \$5 million and funded with applicable appropriations. This certification is further required to the extent that other appropriation acts contain the same or substantively similar prohibitions against the issuance of financial assistance to certain recipients of financial assistance awards in excess of \$5 million.

<u>Instructions</u>: All applicants receiving financial assistance awards in excess of \$5 million and funded with applicable appropriations must complete paragraphs (1), (2) and (3) below, which must be signed below by an authorized representative of the applicant.

(1) _____ [insert name of applicant] certifies that it has \Box has not \Box (check one) filed all Federal tax returns required during the three years preceding this certification;

(2) _____ [insert name of applicant] certifies that it has \Box has not \Box (check one) been convicted of a criminal offense under the Internal Revenue Code of 1986, as amended; and/or

(3) ______ [insert name of applicant] certifies that it has \Box has not \Box (check one) been notified, more than 90 days prior to this certification, of any Federal tax assessment for which liability remains unsatisfied, unless the assessment is the subject of an installment agreement or offer in compromise that has been approved by the Internal Revenue Service and is not in default, or the assessment is the subject of a non-frivolous administrative or judicial proceeding.

By: _____

[Typed name and title of the signing individual] [Typed phone number of the signing individual] [Typed email address of the signing individual]

Date: _____

Addendum to the FY 2020 Public Works and Economic Adjustment Assistance Notice of Funding Opportunity (FY20 PWEAA NOFO) for the Economic Development Administration's (EDA)'s Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Recovery Assistance

EDA's CARES Act Recovery Assistance is an agency effort to assist communities impacted by the coronavirus pandemic.¹ The pandemic has caused, and will continue to cause, economic injury to U.S. regions and communities in devastating and unprecedented ways.

EDA's CARES Act Recovery Assistance is designed to provide a wide-range of financial assistance to communities and regions as they respond to, and recover from, the impacts of the coronavirus pandemic. Under this announcement, EDA solicits applications under the authority of its Economic Adjustment Assistance (EAA) program, which is intended to be flexible and responsive to the economic development needs and priorities of local and regional stakeholders.

Through the EAA program, EDA provides investments that support a wide range of non-construction and construction activities, including Revolving Loan Funds, in regions experiencing severe economic dislocations, such as those brought about by the coronavirus pandemic. As part of CARES Act Recovery Assistance, EDA will also fund projects that qualify for EAA funding but are similar to the kinds of projects funded under other EDA programs, such as Public Works, Research and National Technical Assistance, Planning, Local Technical Assistance, University Centers, and Build to Scale (formerly Regional Innovation Strategies (RIS)).² In addition to projects with a regional focus, EDA anticipates making awards for projects of national scope as part of this funding opportunity.

In general, except as discussed below, EDA's CARES Act Recovery Assistance serves as an addendum to and follows the same rules as the FY 2020 Public Works and Economic Adjustment Assistance Notice of Funding Opportunity (FY20 PWEAA NOFO) (link below). For more information, please see EDA's website at https://www.eda.gov/programs/eda-programs/ or contact the EDA representative for your region who can be found at https://www.eda.gov/contact/.

Funding Availability

The CARES Act (P.L. 116-136) provided EDA with \$1,500,000,000, to remain available until September 30, 2022, to "prevent, prepare for, and respond to coronavirus, … including for necessary expenses for responding to economic injury as a result of coronavirus." EDA intends to make these funds available through the EAA program using the existing procedures specified in the FY20 PWEAA NOFO (link below).³ Under the EDA's CARES Act Recovery Assistance addendum, EDA expects on a case-by-case basis to receive applications that exceed the historical averages described in section B.1 of the FY20 PWEAA NOFO.

¹ Section 23005 of the CARES Act, Pub. L. 116-136 (March 27, 2020), defines "coronavirus" as "SARS–CoV–2 or another coronavirus with pandemic potential."

² Only applicants who are eligible to receive funding under the Economic Adjustment Assistance program are eligible to receive grants under EDA's CARES Act Recovery Assistance. EDA will work to ensure that its funding is not duplicative of other Federal assistance through grant conditions and certifications by applicants as well as recipients of RLF loans.

³ To expedite funding to affected communities and regions, EDA may invite existing or past grantees, such as Economic Development Districts currently in receipt of Partnership Planning awards, operators of existing EDA-funded Revolving Loan Funds, and EDA-funded University Centers, to apply using specific procedures. EDA will independently contact such grantees with instructions.

EDA has allocated \$1,467,000,000⁴ in supplemental program funds among its offices as follows:

Atlanta Regional Office – \$248,000,000 Austin Regional Office – \$236,000,000 Chicago Regional Office – \$225,000,000 Denver Regional Office – \$193,000,000 Philadelphia Regional Office – \$259,000,000 Seattle Regional Office – \$266,000,000 Headquarters – \$40,000,000

Note: When appropriate, EDA may exercise its discretion to adjust the allocations to its offices based on its experience in administering the supplemental appropriations to ensure funds are used to maximum effect, or to adjust to unforeseen changes in recovery efforts.

Eligible Applicants

Eligible applicants under the EAA program include a(n):

- a. District Organization;
- b. Indian Tribe or a consortium of Indian Tribes;
- c. State, county, city, or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions;
- d. Institution of higher education or a consortium of institutions of higher education; or
- e. Public or private non-profit organization or association acting in cooperation with officials of a political subdivision of a State.

EAA Program and Application Requirements for EDA's CARES Act Recovery Assistance

The following EAA program requirements are specific to EDA's CARES Act Recovery Assistance. This is an addendum to the FY20 PWEAA NOFO (link below), and unless otherwise stated below, the requirements of the FY20 PWEAA NOFO apply. Please see the FY20 PWEAA NOFO for information on other EAA program requirements, award information, and the content and form of application submissions.

CARES Act Recovery Assistance Projects

Successful applications will enable affected communities to respond to the impacts of the coronavirus pandemic by supporting affected businesses and communities, including by providing technical assistance to retain existing and hire new employees; by providing a range of skills-training and workforce development projects to help employees compete for high-quality jobs; and by developing and implementing strategies to diversify regional economies to create jobs in new or existing industries. EAA investments are designed to help communities catalyze public-private partnerships to foster collaboration, attract investment, create jobs, and foster economic resiliency and prosperity. Examples of projects that may be funded through CARES Act Recovery Assistance include economic recovery planning and preparing technical strategies to address economic dislocations caused by the coronavirus pandemic,

⁴ Congress authorized up to \$30,000,000 to cover EDA's administrative and oversight activities related to these awards and a transfer of \$3,000,000 to the Department of Commerce's Office of the Inspector General for related investigations and audits.

preparing or updating resiliency plans to respond to future pandemics, implementing entrepreneurial support programs to diversify economies, and constructing public works and facilities that will support economic recovery, including the deployment of broadband for purposes including supporting telehealth and remote learning for job skills.

Economic Distress Criteria and Special Need; Pandemic Response Requirement

Section C.3. of the FY20 PWEAA NOFO (starting on pg. 13) sets out the economic distress criteria for the EAA program, including "Special Need" criteria. EDA has determined that economic injury from the coronavirus pandemic constitutes a "Special Need," and eligibility may be established on that basis without reference to the other economic distress criteria specified in the FY20 PWEAA NOFO. This determination of nationwide eligibility for these funds is consistent with the President's March 13, 2020 *Proclamation on Declaring a National Emergency Concerning the Novel Coronavirus Disease (COVID-19) Outbreak* that established a national emergency for all states, tribes, territories, local governments, and the District of Columbia (<u>https://www.fema.gov/news-release/2020/03/13/covid-19-emergency-declaration</u>).

To be eligible for funding under EDA's CARES Act Recovery Assistance, applicants must explain clearly in their application how the proposed project would "prevent, prepare for, and respond to coronavirus" or respond to "economic injury as a result of coronavirus." This explanation is required to assist reviewers in understanding how a proposed project aligns with the goals of EDA's CARES Act Recovery Assistance. For example, if Smith County has experienced significant small business closures as a result of the pandemic, Smith County must demonstrate how the project addresses small business recovery and resilience priorities and objectives established under a Comprehensive Economic Development Strategy (CEDS) or other strategy acceptable to EDA (see below for information on strategy requirements). Projects that consider economic recovery in general must address the direct consequences of the coronavirus pandemic itself and how the project responds to needs caused by the coronavirus pandemic is one factor that EDA will consider when evaluating applications for funding.

Cost Sharing or Matching

Section C.2. of the FY20 PWEAA NOFO (starting on pg. 11) sets out the cost sharing requirements for EDA projects. For EDA's CARES Act Recovery Assistance, given the extent of the economic impact and in accordance with the agency's statutory authority under Section 703 of the Public Works and Economic Development Act of 1965 (PWEDA) (42 U.S.C. § 3233), EDA generally expects to fund at least 80%, and up to 100%, of eligible project costs. In determining whether to fund a project's Federal share above 80%, EDA's Grants Officers in the applicable Regional Office will consider on a case-by-case basis whether the circumstances of the proposed project warrant a Federal share in excess of 80%, including whether the applicant has exhausted its effective taxing or borrowing capacity, the extent of the impact of the coronavirus pandemic on the region, or whether the region meets other thresholds for elevated need based on the relative economic distress of the region. Additionally, EDA may establish a maximum investment rate of up to 100% for projects of Indian Tribes. Any portion of the costs for the EDA scope of work funded below 100% must be borne by the recipient or provided to the recipient by a third party as a contribution for the purposes of and subject to the terms of the award.

The applicant is responsible for demonstrating to EDA that a grant rate above 80% is justified by providing statistics and other appropriate information on the nature and level of economic distress in the

region, including information regarding other recovery-related needs facing the region and the level of resources available to address those needs.

Comprehensive Economic Development Strategy (CEDS) Requirements

Except for a "Strategy Grant" to develop, update, or refine a CEDS, each project must be consistent with the region's current CEDS or equivalent EDA-accepted regional economic development strategy that meets EDA's CEDS or strategy requirements. Please see Section A.3. of the FY20 PWEAA NOFO (starting on pg. 5) for more information on CEDS requirements. In addition, in accordance with 13 CFR § 303.7(c)(1), in certain circumstances EDA may accept a non-EDA-funded CEDS that does not contain all the elements EDA requires of a CEDS.⁵

Application Information, Review and Selection Process, and Link to FY20 PWEAA NOFO

Applications are accepted on a rolling basis. Unless otherwise directed by EDA, all applicants for CARES Act Recovery Assistance must follow instructions included within the FY20 PWEAA NOFO, which can be found on:

<u>https://www.grants.gov/web/grants/view-opportunity.html?oppId=321695</u>. As necessary, each EDA Regional Office will periodically convene investment review committees (IRCs) that consist of at least three EDA staff members. After EDA determines an application is complete, it will be reviewed by the IRC, which will make a recommendation to the Grants Officer regarding funding.⁶

Along with other controlling law, EDA's CARES Act Recovery Assistance awards will be governed by the Uniform Administrative Requirements, Cost Principles, and Audit Requirements as set forth in 2 C.F.R. part 200. For additional information, please contact the EDA representative for your region who can be found at <u>https://www.eda.gov/contact/</u>. Applicants should note that the Office of Management and Budget (OMB) has provided flexibility with respect to System of Award Management (SAM) registration at the time of application; however, at the time of award, the requirements of 2 C.F.R. § 200.205, *Federal awarding agency review of risk posed by applicants*, will continue to apply, including the requirement for SAM registration. In addition, current registrants in SAM with active registrations that expire before May 16, 2020 will be afforded an automatic one-time extension of 60 days.

Instructions for Applicants:

- Download the FY20 PWEAA Notice of Funding Opportunity (NOFO) and application package from <u>https://www.grants.gov/web/grants/view-opportunity.html?oppId=321695</u>.

- In Form ED-900, section B.3.b., include a description of the economic impacts in the region from the coronavirus pandemic and describe how the proposed project scope of work will respond to those impacts and support pandemic recovery and resilience efforts. Applicants may also provide a separate narrative statement, not to exceed one page in length, of the economic impacts in the region from the coronavirus pandemic and how the proposed project scope of work responds to those impacts.

- Additionally, in Form ED-900, section B.6, explain how the proposed project would meet EDA's Recovery and Resilience investment priority, which all CARES Act Recovery Assistance projects are expected to meet. You may also explain in this space how the proposed projects will meet any of EDA's other investment priorities.

⁵ In doing so, EDA shall consider the circumstances surrounding the application for Investment Assistance, including emergencies or natural disasters and the fulfillment of the requirements of section 302 of PWEDA.

⁶ See 13 C.F.R. § 302.2 ("When non-statutory EDA administrative or procedural conditions for Investment Assistance awards under PWEDA cannot be met by an Eligible Applicant as the result of a disaster, EDA may waive such conditions.").

Consultation with Regional Office

As with all EDA funding opportunities, prospective applicants are strongly encouraged to contact their applicable EDA Regional Office representatives to discuss their needs and project plans to help further refine the scope and intended outcomes of proposed projects. Prospective applicants can find current contact information for EDA Regional Office staff at <u>https://www.eda.gov/contact/</u>.