



Shelby County Government

Department of Housing

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Tel: (901) 222-7600 Fax: (901) 222-7621

Mark H. Luttrell, Jr.

Mayor

March 9, 2016

VIA Email: ResilientRecovery@hud.gov

U.S. Department of Housing and Urban Development
451 7th Street, SW
Washington, DC 20410

RE: Waiver Request for Expenditure Deadline/Time Extension of Shelby County, Tennessee
NDR Grant

Dear Grants Director:

Shelby County, Tennessee is hereby requesting that the U.S. Department of Housing and Urban Development authorize a waiver extending the expenditure deadlines for funds associated with the newly awarded National Disaster Resilience (NDR) grant.

As outlined in the attached NDR Project Schedule, each of the major activities funded through the NDR grant are complex infrastructure projects which will impact wetlands and floodways within Shelby County and as such will require pre-development and development components which will necessitate various time extensions in order to complete each activity under the NDR grant.

Based on past experience with similar activities in wetlands and floodways, complex issues such as engineering, the acquisition of environmental permits, land acquisition and buyouts, citizen input on each activity, various governmental approvals, and final designs of each activity are anticipated to take approximately 2 years before actual construction begins in each targeted area.

Presently the County is completing the construction of the Fite Road project which required multiple permits and agreement with the Railroad. The Grant funds for the project were awarded in September 2011 with construction starting in June 2014. This time line is very similar to the 2 year and 9 month scheduled from the acceptance of the NDR Grant funds start of construction for the Big Creek project.

Having experience in such projects, Shelby County's Division of Public Works has carefully analyzed each activity based on experience with similar project timelines and has developed the attached schedule outlining anticipated milestones for each activity component. This project schedule outlines how activities will progress during each specific expenditure deadline/time extension per this request. The schedule also serves to insure that each activity proceeds in a timely manner in order to meet the requested extensions. These extensions for the use and expenditure of grant funds are fully outlined in the NDR Project Schedule attached to this letter.

Shelby County is specifically requesting waivers for the South Cypress Creek, Wolf River Greenway, Big Creek Floodway, and Administration activities under NDR. Shelby County is not requesting an expenditure deadline or time extension for the Regional Resilience Plan activity. The timelines for these requested extensions for the use and expenditure of grant funds are fully outlined in the attached NDR Project Schedule; but in brief are as follows:

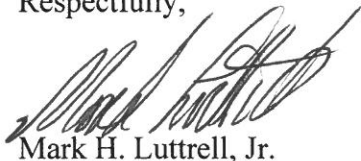
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|---------------------------------|--|
| 1. South Cypress Creek Activity | Waiver Request: Completion Date May 1, 2020 |
| 2. Wolf River Greenway Activity | Waiver Request: Completion Date September 15, 2020 |
| 3. Big Creek Floodway Activity | Waiver Request: Completion Date May 15, 2021 |
| 4. Administration Activity | Waiver Request: Completion Date August 1, 2021 |

By granting these waivers, HUD will enable Shelby County to insure full citizen participation in all stages of progress for each activity; assist Shelby County in establishing a realistic and workable time line for the expenditure of funds and project completion; and enable Shelby County to insure that all activities are of maximum benefit to the residents of the targeted areas impacted by the use of NDR grant funds.

As Shelby County Mayor, I would appreciate your consideration and approval of this waiver request and look forward to working with HUD staff in the coming years as we implement the NDR here in Shelby County for the benefit of our residents and community.

If there are any questions concerning this waiver or the timelines associated with the attached NDR Project Schedule as proposed, please contact Jim Vazquez, Administrator at (901) 222-7602.

Respectfully,



Mark H. Luttrell, Jr.
Shelby County Mayor

Attachment

Cc: Mary C. Wilson, Director HUD CPD, Knoxville Field Office
Rick Copeland, Director Planning and Development
Tom Needham, Director Public Works
John Zeanah, Deputy Director Planning and Development

ACTIVITY	Task	Design and environmental			Construction		
		Start Date	Duration Days	Finish Date	Start Date	Duration Days	Finish Date
GRANT AWARD	Notice of Award	21-Jan-16					
	Approval by County Commission	1-May-16	30	1-Jun-16			
	Contract Signed by HUD	1-Jun-16	30	1-Jul-16			
	Grant funds Obligated	15-Jul-16					
Big Creek Floodway							
	Design contract	1-Jul-16	30	1-Aug-16			
	Preliminary engineering	15-Aug-16	120	15-Feb-17			
	Public Involvement	1-Sep-16		1-Aug-18			
	Environmental Permits	15-Aug-16	240	15-Apr-17			
	Property appraisals	1-May-17	120	1-Sep-17			
	Voluntary buyouts	1-Aug-17	240	1-Apr-18			
	Final Design Full Project	1-Jan-18	300	1-Oct-18			
	Construction Bidding				1-Oct-18	45	15-Nov-18
	Contract approvals				1-Dec-18	60	1-Feb-19
	Construction				1-Apr-19	660	1-Feb-21
	Project closeout				1-Mar-21	60	1-May-21
Wolfriver Greenway							
Greenway trails							
	Contraction Bidding				1-Aug-16	45	15-Sep-16
	Contract approvals				15-Sep-16	60	15-Nov-16
	Construction				1-Dec-16	600	1-Aug-18
	Project closeout				1-Aug-18	60	1-Oct-18
Parks and Complete Street							
	Design contract	1-Jul-16	30	1-Aug-16			
	Preliminary engineering	15-Aug-16	120	15-Feb-17			
	Public Involvement	15-Aug-16					
	Environmental Permits	15-Feb-17	180	15-Aug-17			

	Property appraisals	15-Aug-17	60	15-Oct-17		
	Voluntary buyouts	1-Oct-17	120	1-Apr-17		
	Final design earthwork & Orchi Street	1-Nov-17	120	1-Mar-18		
	City Review and Approval	1-Mar-18	60	1-May-18		
	Final Construction Drawings	1-May-18	30	1-Jun-18		
	Construction Bidding			1-Jun-18	45	15-Aug-18
	Contract approvals			15-Aug-18	60	15-Oct-18
	Construction			1-Nov-18	360	1-Nov-19
	Project closeout			1-Nov-19	60	1-Feb-20
	Final design Parks and Recreational Facilities	1-Nov-17	180	1-May-18		
	City Review and Approval	1-May-18	60	1-Jul-18		
	Final Construction Drawings	1-Jul-18	30	1-Aug-18		
	Construction Bidding			01-Aug-18	30	1-Sep-18
	Contract approvals			15-Sep-18	60	15-Nov-18
	Construction			01-Dec-18	570	1-Jul-20
	Project closeout			01-Jul-20	60	1-Sep-20
	South Cypress Creek					
	Design contract	1-Jul-16	30	1-Aug-16		
	Public Involvement					
	Preliminary engineering					
	Residential Property					
	Appraisals	1-Aug-16	90	1-Nov-16		
	Acquisitions	15-Jan-17	120	15-Jul-17		
	Demolition contract Documents	15-Jul-16	60	15-Sep-17		
	Bidding			15-Sep-17	30	15-Oct-17
	Award Demolition Contract			15-Oct-17	45	1-Dec-17
	Demolition			1-Dec-17	60	1-Feb-18
	Brush Clearing in Area			1-Feb-18	30	1-Mar-18

Infrastructure (Bike and trails)									
	Surveying	15-Jul-16	30	15-Aug-16					
	Preliminary engineering	15-Jul-16	60	15-Sep-16					
	Environmental Permits	1-Oct-16	180	1-Mar-17					
	Final design	1-Mar-17	120	1-Jul-17					
	City Review and Approval	1-Jul-17	60	1-Sep-17					
	Final Construction Drawings	1-Sep-17	60	1-Nov-17					
	Bidding				1-Nov-17	45	15-Dec-17		15-Dec-17
	Construction Contract				15-Dec-17	60	15-Feb-18		15-Feb-18
	Construction				1-Mar-18	300	1-Jan-19		1-Jan-19
	Activity Close				1-Jan-19	60	1-Mar-19		1-Mar-19
Flood Mitigation + Park									
	Surveying	15-Jul-16	60	15-Sep-16					
	Preliminary engineering	15-Jul-16	120	15-Nov-16					
	Environmental Permitting	15-Nov-16	240	15-Jul-17					
	Final design	1-Jul-17	180	1-Jan-18					
	City Review and Approval	1-Jan-18	60	1-Mar-18					
	Final Construction Drawings	1-Mar-18	60	1-May-18					
	Bidding				1-May-18	45	15-Jun-18		15-Jun-18
	Construction Contract				15-Jun-18	60	15-Jul-18		15-Jul-18
	Construction				15-Jul-18	570	15-Feb-20		15-Feb-20
	Project closeout				15-Feb-20	60	15-Apr-20		15-Apr-20
Program Implementation									
	Develop Program Plans	15-May-16	150	15-Oct-16					
	Public Involvement	1-Sep-16	30	1-Oct-16					
	Launch Vacant Lot Program	15-Oct-16	30	15-Nov-16					
	Launch Neighborhood Watch	15-Oct-16	30	15-Nov-16					
	Launch Farmers Market	1-Aug-17	30	1-Sep-17					
	Prepare Community Gardens	15-May-16	30	15-Jun-16					
	Launch Community Garden Program	1-Jun-17	30	1-Jul-17					