

NYS Consolidated Funding Application # 110037
Organization Name: Town of Romulus
Project Name: Willard Water System Improvements
City: Town of Romulus **State:** NY

Created on
July 27, 2021 - 09:54 PM
Application NOT Finalized

Region

Finger Lakes

Questionnaire Questions & Answers

Location

HCR - Community Development Block Grant (CDBG) - Public Infrastructure & Public Facilities

Q_3527 US Congressional District where the project is located. (This question's value will be filled automatically, based on the project address, when the application is finalized.)

23

Q_928 Project Street Address: Please input the project street address (**Street Number and Street Name only**).

If the project has multiple locations, please input the primary street address of the project. If the project does not have a definite street address, please input the approximate street address of the project (Street Number and Street Name only).

1415 Main Street

Q_565 Project City

Town of Romulus

Q_972 Project county or counties.

Seneca

Q_568 Project State

NY

Q_572 Project Latitude (This question's value will be filled automatically, based on the project address, when the application is finalized.)

42.681894132000025

Q_573 Project Longitude (This question's value will be filled automatically, based on the project address, when the application is finalized.)

-76.87154297499995

Q_184 NYS Assembly District where the project is located. (This question's value will be filled automatically, based on the project address, when the application is finalized.)

132

Q_190 NY Senate District where the project is located. (This question's value will be filled automatically, based on the project address, when the application is finalized.)

54

Q_1034 Project ZIP Code. (please use ZIP+4 if known)

14541

Q_616 For more than one project location, please provide full address(es) for each location. If Not Applicable, indicate "NA".

This project will address deficiencies in the Willard Wastewater Treatment Plant

Basic

General Project Information

Q_549 Type of Applicant (select all that apply)

Town

Q_550 If you are a DBA, what is your DBA name?

No Answer

Q_556 Select an applicant ID type from the list below that you normally use to identify your organization on application forms.

Duns Number

Q_2655 Based on your selection from the previous question, enter your applicant ID number. (Please do not provide your social security number).

782107809

Q_969 If you are a business, have you been certified as a New York State Minority or Women-owned Business Enterprise (MWBE)?

N/A

Applicant

	Answer
Organization Legal Name	Town of Romuls
Applicant First Name	David
Applicant Last Name	Hayes
Street Address	1435 Prospect Street
City	Willard
State	NY
Zip Code (use ZIP+4 if known)	14588
Telephone Number (include area code)	607-869-9326
Email Address	david.hayes@romulustown.com

Contacts

	Primary Contact	Contact Authorized to Execute Contract if Awarded	Additional Contact
Salutation	Ms.	Mr.	Mr.
First Name	Jane	David	Timothy
Last Name	Braunig	Hayes	Steed
Title	Town Clerk	Town Supervisor	Director Site/Civil
Organization	Town of Romulus	Town of Romulus	HUNT EAS
Street Address	1435 Prospect Street	1435 Prospect Street	100 Hunt Center
City	Willard	Willard	Horseheads
State	NY	NY	NY
ZIP Code	14588	14588	14845
Telephone Number	607-869-9326	607-869-9326	607-358-1000
Email Address	town.clerk@romulustown.com	david.hayes@romulustown.com	steedt@hunt-eas.com

Q_4199 Please select the primary sector or characterization that best defines this project.

Q_4198 Please select the secondary sector or characterization that best defines this project.

Infrastructure

Project Description

Q_575 Project Description. Concisely describe the project, indicating the location, what will be planned, designed, acquired, and/or constructed, the issues/opportunities to be addressed, and expected outcomes and deliverables. Additional details will be collected later in the application process.

The Town of Romulus purchases water from the Department of Corrections Willard Drug Treatment Center and distributes it to the Hamlet of Willard through a municipal-owned and operated 6 and 8-inch cast iron water main originally installed in 1955 with an expansion in 1980 of 8-inch ductile iron. Later improvement consists of limited replacement of some 6-inch with 8-inch PVC. The proposed project consists of installation of 9,500 linear feet of water main for reconstruction and elimination of dead ends. The outcome will be a water system that complies with NYS DOH Sanitary Code for minimum pressure requirements, enhanced water quality through the elimination of dead ends, improved reliability, improved protection of public health, and improved safety through adequate fire flow volumes and pressure.

Q_976 Statement of Need

The project is necessary for compliance with NYS DOH Sanitary Code through the replacement of undersized water main and inadequate pressure requirements. The two hydrants on Main Street are unable to provide adequate fire flows as evaluated through ISO report, resulting in a safety concern for the community. Ten State Standards require that dead ends shall be minimized through appropriate tie-ins whenever practical, the proposed project will provide looping between Prospect St and Main Street to eliminate a dead end and thereby improve water quality. An income survey of the water district identified low-and moderate-income levels of approximately 59%. The Town of Romulus is preparing for additional capital improvement projects for sewer infrastructure, grant funds are required to minimize increases water and sewer rates.

Q_2366 How does your project align with the Regional Economic Development Council's Strategic Plan/Upstate Revitalization Initiative Plan? (strategic plans are located at <https://regionalcouncils.ny.gov/>)

The project promotes placemaking opportunities through critical improvements to the Willard Water Infrastructure. The proposed project will improve critical infrastructure, to comply with NYS DOH regulations and protect public health in alignment with the Finger Lake Regional Economic Development's concept of placemaking, economic development, and help to make the areas served by the Willard water system to be desirable places to live and grow a business. The project also aligns with workforce development as the construction project will result in approximately 10 construction-related jobs. "A New Strategic Priority: Economic Justice" page 13 of 2021 Annual Report FLREDC. The Willard Water District is within the DEC identified Potential Environmental Justice Area with a percentage minority population of 40.29%.

Q_930 Explain what makes your project a regional economic priority - for example creates jobs,

economic investment, sustainability and community revitalization, government efficiency or consolidation etc.

The maintenance of critical water infrastructure contributes to the FLREDC regional economic priorities of grow jobs and drive private investment. Without reliable municipal water infrastructure, private investors or discouraged from investing in the municipal centers. The project is anticipated to create construction jobs. The project contributes to the protection of public health and the revitalization of the areas that depend on the Willard water system. Upgrades made to the water system will promote resilience and sustainability, two core goals of the NYS Economic Development Council. The project will also keep the water system compliant with DOH regulations and Ten State Standards for water systems.

Q_9527 Does your project advance downtown revitalization and strategic community investment?

Yes

Q_9528 If Yes, please detail how it will advance downtown revitalization and strategic community investment.

Yes. Concentrating investments on core infrastructure promotes strategic community investment and revitalization. The Willard Water District area is adjacent to the Department of Corrections Willard Drug Treatment Center, the area provides essential community resources such as housing and local resources. The project will address the reliability of the Willard water system by addressing aged and inadequate infrastructure and equipment. "Prioritize infrastructure projects serving rural Environmental Justice Areas." p. 45 2021 Annual Report FLREDC. The project area is an Environmental Justice Area.

Q_9529 Does your project improve access to child care?

Yes

Q_9530 If Yes, please detail how it will improve access to child care.

Yes. The NYS Division of Child Care Services identifies 2 open child care facilities in the Romulus School District, due to the proximity of the Department of Corrections facility, there is need for additional childcare in the water service area. The proposed project provides critical municipal infrastructure to support the development of future childcare in the project area. Childcare facilities depend on reliable and affordable municipal infrastructure to promote the development of community services such as child care.

Q_9531 Does your project incorporate environmental justice practices?

Yes

Q_9532 If Yes, please detail how it will incorporate environmental justice practices.

Yes. The Willard water district is located within and serves the DEC Potential Environmental Justice Area, Census Block Group 360999508005. The proposed project

will make improvements to the Willard water system which serves all people living, working, and visiting the Hamlet of Willard, the State Willard Drug and Alcohol Treatment Center. The project includes the fair and meaningful treatment of all people regardless of race, income, national origin, or color with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies.

Q_3762 Does your project directly address the needs of people in your region who are living in poverty and who seek resources for inclusion in the economic life of New York State?

Yes

Q_3763 How does your project seek to apply CFA funds for the purpose of eliminating barriers to skilled employment by poor people in your region, as identified by the Opportunity Agenda? Please describe any efforts to collaborate at the local or regional level (i.e. public, private, labor, philanthropic sectors).

The Finger Lakes Regional Economic Development Council Open For Business Opportunity Agenda includes the Regional Strategy to Invest in Community and Industrial Development & Infrastructure. "Reinforce the identity, sense of place, and character of the area through downtown development, adaptive reuse of existing buildings and infrastructure, and historic preservation." page 22. The proposed project aligns with this strategy through improved water infrastructure.

Q_3764 How does your project build workforce development programs, improve physical infrastructure, and/or establish social services that connect people living in poverty in your region with skilled employment, in correspondence with the economic revitalization priorities, distressed community targets, and the industry growth areas identified in the Opportunity Agenda and Strategic Plan?

The proposed project improves physical infrastructure within an Environmental Justice Area, critical water infrastructure supports the Hamlet of Romulus which is the community surrounding the Willard Department of Corrections Drug and Rehabilitation Center. The project provides the infrastructure to support individuals living in poverty and those seeking employment with the Department of Corrections. The FLREDC identifies infrastructure improvements as supporting placemaking. "The FLREDC aligns its Finger Lakes Forward regional strategies with New York State's four-pillar economic strategy: Tradable Sectors, Innovation, Workforce, and Placemaking." P. 9 2021 FLREDC Annual Report.

Q_4200 Does your project provide opportunities for Veterans' to participate in the workforce, or improve services to the Veterans' and military families in New York?

Yes

Q_4201 If Yes, please explain how your project impacts the Veterans' and military families in New York.

(This question is associated with your answer selection in question: [Q_4200](#))

Yes. The project improves critical water infrastructure and creates opportunities for economic development. This project will support all people living in the water district, including veterans and military families.

Q_929 Current State of Project Development (i.e. planning, preliminary engineering, final design, etc. You may enter N/A for non-project related applications)

Design is complete and has been submitted to DOH for review, the project is advancing to secure funding, obtain permits and approvals.

Q_975 Estimated Project Timeline: including project start/completion dates, estimates for design, permitting and construction or other major steps. (You may enter N/A for non-Project related applications)

Preliminary Engineering Report - March 2020
Design Submittal to DOH - February 2021
Income Survey - July 2021
CDBG Funding Request - July 2021
SEQR Resolution - September 2021
Bonding for Project - October 2021
Easement for looping - October 2021
EFC Financing Short and Long Term - October 2021
WIIA Grant Application Submittal - Anticipated October 2021
CDBG Award Announce - December 2021
WIIA Funding Awards Announced - February 2021
RFQ and Environmental Review December - March 2022
Project Bid Phase - April to May 2022
Project Construction - June 2022 - July 2023
Funding Closeout - August 2023

Q_580 Provide a list of all federal, state, and local reviews, approvals, or permits needed or completed, including the dates when they are expected to be completed or were completed. If Not Applicable, indicate "NA".

SEQR Review - September 2021, Design submitted to DOH in February 2021 (letter of support included) and NYS DOT Highway Work Permit and Seneca County Highway Department Permit.

Q_2364 What is the status of State and/or Federal Environmental Review? If review of the project is underway or completed pursuant to the State Environmental Quality Review Act (SEQRA) or National Environmental Policy Act (NEPA), please indicate the lead agency (if applicable).

The Full EAF Part 1 is complete. The Town will need to complete Coordinated Review and Resolution of Determination. NEPA will be required with CDBG funding. The Town of Romulus proposes to act as lead agency.

Q_1054 If National Environmental Policy Act (NEPA) Record of Decision has been issued, please explain (include date of Record of Decision).

NEPA review will be conducted after award from CDBG is made. The Village understands that start of construction and disbursement of funds must wait until after NEPA review is complete and request for release of funds has been issued. The NEPA process will follow Chapter 2 of the CDBG Grant Administration Manual, Environmental Review.

Prior CFA Funding

Q_2362 If funding was awarded in prior CFA rounds, what were the CFA numbers for which funding was awarded? (separate multiple CFA numbers with commas)

No prior funding has been awarded for this project.

Q_4160 For each program to which you are applying under the CFA, explain your strategy for proceeding if the full amount of requested funding, required matching funds, and temporary financing are not secured as expected, or committed sources become unavailable. This explanation must address any proposed project phases, and both CFA and non-CFA sources of funds.

The Town has limited resources for pursuing a study at this time without the support of grant funds. In addition to this water improvement project, the Town is preparing for significant wastewater infrastructure improvements required in the area, as a result there is a need to obtain state and/or federal grant funds in able to proceed with minimum impact on the water and sewer rates in the community. The Town of Romulus is a rural community with financial constraints. Willard Water district residents are identified in the attached income survey results as 57% low-and moderate-income, and also reside within a documented Environmental Justice Area. The proposed project is estimated to cost \$2,850,000. The Town can not manage this expense without significant grant funds.

Other possible funding sources include the USDA Rural Development loan and EFC funding (WIIA and DWSRF). The town is best served by the CDBG program and is therefore applying. the Town will likely also apply for WIIA grant funds if they are made available and will require short and long-term financing through EFC or USDA RD.

While waiting for award announcement, the Town will proceed with SEQR review and bonding. The project design is complete. Once award is made, the Town will advance with RFQ and Environmental Review in accordance with Grant Administration Manual. Follow Environmental Review and RROF, the Town will proceed to bidding and construction.

Standard Question

HCR - Community Development Block Grant (CDBG) - Public Infrastructure & Public Facilities

Q_11978 Please provide both the Federal Tax ID and the DUNS number for the Unit of Government serving as the Applicant.

Federal Tax ID 15-6001117
DUNS 782107809

Q_12063 Application Preparer First Name

No Answer

Q_12064 Application Preparer Last Name

No Answer

Q_12065 Application Preparer Email

No Answer

Q_1450 Will the proposed project result in the creation of construction jobs? If so, estimate the number of construction jobs to be created.

Enter zero if not applicable.

10

Q_1459 Will the proposed project directly or indirectly result in the creation of permanent jobs? If so, estimate the number of permanent full-time equivalent jobs that will be created.

Enter zero if not applicable.

0

Q_7284 Is the proposed project a Public Facility (PF) or Public Infrastructure (PI) activity? Please read Help Text for guidance.

Public Infrastructure

Q_5420 Provide a project abstract. The abstract must include formal applicant name, location of project, amount of request, general purpose of the project, and project beneficiaries. Sample text: [City, Town, Village, County Name] will use \$400,000 in NYS CDBG funds to replace [Type of Public Infrastructure/Public Facility]. The total project cost will be \$1,000,000 with \$600,000 from other grant sources (specify). The project proposes to benefit 50 low-and moderate-income persons.

The Town of Romulus will use \$1,000,000 in NYS CDBG funds to reconstruct 9,500 linear feet of water main and eliminate dead ends. The total project cost will be \$2,850,000 with the maximum allowable funding from other grant sources. The project proposes to benefit an area with 57% low-moderate income residents.

Q_12083 Provide a brief description over the last 10 years of the current community in which the proposed activities will be undertaken, including a summary of the community's existing overall community development needs, challenges and priorities. Describe the process used to determine those priorities.

Town of Romulus population data shows significant changes over the past twenty years. In 2000, the population was 2,036, and in 2010 the population was 4,316 (2010 & 2000 Census), this corresponds directly to the 2000 opening of Five Points Correctional Facility, a maximum-security men's prison with a capacity of 1,500 inmates. In addition, the new Seneca County Jail was opened in 2005. The Seneca County Regional Planning Council estimates a small but steady increase in the number of residents at a rate of 0.09% per year.

The Hamlet of Willard is serviced by the Willard Water District, the distribution system was originally installed around 1955. Water for the District is purchased from the Department of Corrections Willard DTC where the water is sourced and treated. The original district consisted of 6-inch and 8-inch diameter cast iron piping. The District was expanded in 1980 to include an additional 1,100 feet of 8-inch ductile iron piping extending north along First Street from Pleasant Street. Since the expansion, segments of the originally installed 6-inch system have been upgraded to 8-inch PVC.

The Hamlet of Willard is also served by a municipal sanitary sewer system, sewage is conveyed to the Seneca County-owned and operated Willard Wastewater Treatment Plant (SPPDES NY0160407). The DEC issued a Notice of Intent to modify the SPDES permit which included a Compliance Schedule for systematic inflow and infiltration identification. The Town of Romulus secured an Engineering Planning Grant, resulting in a recommended sewer improvement project of \$689,141.

The DEC identifies the project area as a Potential Environmental Justice Area, Census Block 360999508005, total population 799 and percentage minority population 40.29%. The recent income survey of the Willard Water District completed by G&G Consulting found a low and moderate-income of 57%.

Q_6837 Provide a detailed description of each activity proposed including quantifiable information and any unique aspects of the proposal, the impact of the project on identified priorities including the health, welfare or safety of the beneficiaries of the project. Examples of quantifiable information include the length and diameter of water or sewer lines, and number, size and type of buildings, etc. If the project is part of a larger effort, describe the complete project and identify the portion proposed for current grant funding.

The proposed project includes approximately 9,500 linear feet of 8" ductile iron water main, 20 8" gate valves, 20 hydrant units, 5 flushing hydrant units, telemetry, meter, chlorine analyzer, and electrical paneling. The project also includes looping at the west end of Prospect Street and flushing hydrants to improve water quality at dead-ends.

The district has experienced over 50 water main breaks over the past 15 years. This has required the Town to issue boil water notices and patch portions of the system and re-patch them if they fail a second time. During development of the PER, Unaccounted for water was evaluated, unaccounted for water is water "lost" through leaks, unauthorized consumption, administrative errors, data handling errors, and metering inaccuracies or failure. Using the average values from the water usage records and water supplied records, the percentage of unaccounted water is estimated at 23% which is greater than the recommended 10 to 15 percent by the NYSDEC. Based on the reported number of water main failures within the original cast iron sections of the distribution system as well as the identified leak on Main Street, it is likely much of the unaccounted water is due to leakages within the system. Watermain breaks are a threat to public health, public drinking water suppliers are responsible to make sure the water they deliver to the public is safe to drink.

An additional need is to comply with water and sewer separation distances, Ten States Standards recommends water mains shall be laid at least 10 feet horizontally from sanitary sewer. The original water main was constructed in a common trench with the sanitary sewer with minimal separation distance along 3,900 feet along Main Street and approximately 1,600 feet along County Route 132A and State Route 96A.

Minimizing dead ends provides increased service reliability and reduces head loss. Dead-end mains also tend to cause water quality issues as water tends to stagnate in

dead-end pipes. This can lead to a loss of chlorine, sediment buildup, and increased water age. The Willard District has several dead ends which will be ameliorated by new water main and flushing hydrants within the proposed project.

The PER included evaluation and mapping of water system pressures. Ten States Standards requires water systems to be designed such that fire flows are in accordance with the requirements of the State Insurance Services Office. As discussed previously in this report, of the two (2) hydrants on Main Street evaluated by the ISO in June 2016 did not provide adequate flows at 20 psi residual pressure. The piping network is currently unable to provide adequate fire flows and is a safety concern for the community. The proposed project will improve pressure and flows throughout the system with new larger diameter pipe and proper elevation of the system.

Finally, the report evaluated free chlorine residual in the water system, per the Ten State Standards, the minimum free chlorine residual in a water distribution system should be 0.2 mg/L. In the summer months for each year, from July to September, the measured free chlorine residual frequently drops below 0.2 mg/L with a reading as low as 0.02 mg/L in mid-August. The low residual is likely due to the hot summer temperature heating the elevated water storage tank prior to distribution to the District. Warmer finished water combined with multiple dead ends in the system where the water is less likely to circulate causing the water to become stagnant, leading to low chlorine residual. The proposed improvements include telemetry, meter, chlorine analyzer, and electrical paneling to improve the chlorine residual results throughout the system.

Q_12084 Explain the proposed NYS CDBG program budget. Identify each of the estimated costs, including the source of the funds and proposed use. For each source identified, indicate whether the source is formally committed or pending approval. Please be specific, and list each source in a consistent format. This explanation of your program budget must be consistent with the budget table included in this application, as well as the Preliminary Budget Table required as an attachment to this application. If a source is identified as committed, the applicable commitment letter must be attached where requested in the application. This must fully address the total project and include CDBG and all other funding.

The Town respectfully requests \$1,000,000 of CDBG funds to complete improvements to the Willard Water District distribution system. The total project cost is \$2,850,000. Detailed breakdown of the costs are presented in the uploaded cost estimate document and summarized in the presented Preliminary Budget Table, and include the following:

General Conditions	\$236,500
Erosion and Sediment Control	\$4,300
Exterior Improvments	\$990,330
Water Distribution	\$1,304,500
Contingency (10%)	\$250,979
TOTAL CONSTRUCTION	\$2,876,609
Admin and Legal	\$63,390
TOTAL PROJECT COST ESTIMATE	\$2,850,000

The funding source is the requested \$1,000,000 from CDBG which is pending approval. The remaining \$1,185,000 will be funded through the anticipated WIIA grant (note this grant was not offered in 2020 and has delayed securing financing). The WIIA request will be 60% of the net eligible project costs. The remaining balance will be funded with EFC and/or USDA RD short and long term financing. The financing application will be made in October 2021 after the SEQR and bond are completed or at the time of the WIIA grant application, whichever occurs first. The Town is on an aggressive schedule to secure all necessary financing and advance to construction as they also have pending sewer district improvements anticipated.

Q_4376 Explain the positive impact of the NYS CDBG funds on the total cost of the project and to the beneficiaries of the project and why NYS CDBG funds are required to carry out the proposed activity. Explain the need for public investment.

The district consists of 153 metered service connections including 134 single-family residences, 10 multi-family residences, 3 apartment buildings, 1 motel, 1 restaurant, 1 church, 1 office building, and 3 vacant parcels. The frequency of water main breaks (over 50 within the past 15 years) and associated boil water notices, lack of chlorine residual throughout the system (test results included in PER), and lack of necessary separation between water and sewer mains (as-built drawings) necessitates the proposed improvements. The project area is within a defined environmental justice area, the implementation of the project will ensure that the individuals in the area will not be marginalized or left behind. Safe and reliable water infrastructure is a basic necessity, the Town of Romulus has committed to providing municipal water service to the area through the development of the water district and local laws. The Department of Corrections facility is the primary employer within the Hamlet of Willard. The project will provide improved water infrastructure to the residential and businesses within the Hamlet and will advance strategic placemaking through critical infrastructure improvements – creating neighborhoods where tomorrow’s workforce will want to live, work, and raise a family. The project promotes smart growth by improving the existing infrastructure and maintaining compact and sustainable development.

The NYS CDBG funds are necessary to undertake the project and the small Hamlet of Willard is unable to undertake this project and the upcoming sewer collection system project without significant rate increases which would be a significant burden to the Willard Water district residents who are identified in the attached income survey results as low-and moderate-income of approximately 57% and reside within a documented Environmental Justice Area.

Q_12085 Have other sources of funds been pursued for this project? Provide clear explanation and identify all sources. If alternative funding (co-funding) has been obtained or applied for, supporting documentation that co-funding is available and committed at the time of application must be attached. Upload supporting documentation in the Commitment Letters attachment or the Documentation of unsuccessful attempts to pursue non-CDBG funding sources attachments. Refer to scoring tips for additional guidance. Statements that describe a self-analysis of other funding sources do not constitute an effort to pursue other funding.

Co-funding has not been secured for this project, the 2020 year did not allow for the typical state funding availability for municipal infrastructure due to the COVID pandemic. The NYS EFC WIIA grant was not made available in 2020. The community has just completed an income survey for the purpose of demonstrating eligibility for CDBG funding and USDA poverty status. In addition to the CDBG request, the Town is advancing EFC and/or USDA financing applications. The Town is also anticipating the notice of funding for 2021 WIIA grant funds. The project is listed on the Intended Use Plan Annual List as DWSRF project 18854. The Town is committed to advance this project as adequate grant funds are in place due to the financial constraints associated with the anticipated sewer and WWTP improvements.

Q_2462 Describe the method used to determine the best approach and cost-effective method to address the need. List the sources and dates of third-party cost estimates including any special features that will result in an unusual or a costly design. Cost estimates must be no more than 12 months old and specific to the project being proposed.

The Town retained HUNT Engineers Architects and Surveyors to perform a conceptual design and a cost comparison of implementing different water system improvement alternatives in order to protect health and safety and achieve compliance. The analysis

was detailed in a Preliminary Engineering Report by HUNT EAS. The recommended improvements were identified as watermain reconstruction, and the connection of Main and Prospect Streets. This would provide reliable water service, improve water quality, and improve fire protection. The cost estimate is uploaded with detailed breakdown of the estimates. The cost estimate was developed by Tim Steed, PE at HUNT-EAS. The cost estimates were developed and reviewed in July 2021 by Tim Steed. The cost estimates are based on standard engineering cost estimating, knowledge of current project bid in and around that time. No unusual or costly design aspects are anticipated.

Q_12086 Provide the amount of program administration and/or program delivery funds allocated to the project from the State CDBG funds requested. Provide a description of how the funds will be allocated to cover the costs of program administration and program delivery, as well as an explanation of overall program administration and program delivery tasks to be undertaken and how these activities will be funded. - Description must be included of the roles of any consultant, subrecipient or individual involved in program administration and program delivery. - A clear delineation must be included of the activities to be undertaken for program administration and for program delivery. - All sources of funds must be identified that will be used to cover program administration and program delivery expenses, including but not limited to CDBG, EFC, USDA RD and other local State and Federal funding. - The description of the program administration and program delivery services to be provided are to cover the entire scope of the project, not only the CDBG funded portion. Even when these services are proposed to be provided through non-CDBG sources and are to be used to cover any portion of, or all the program administration and program delivery costs, a clear description of these services must be provided. - Failure to provide a comprehensive accounting and description of the program administration and program delivery services as outlined may result in a loss of points awarded.

The Town recognizes grant administration and program delivery funds are a necessary element for implementing a successful construction project. The attached Cost Estimate (and mirrored in the Preliminary Budget Table), presents the total Construction Admin and Observation, Administration and Financial, and Legal cost estimates.

General Conditions : \$ 236,500
Erosion and Sediment Control : \$ 4,300
Exterior Improvements : \$ 990,330
Water Distribution : \$ 1,304,500
Contingency (10%) : \$ 250,979
Total Construction Costs : \$ 2,786,609
Admin & Legal : \$ 63,390
Total Project Cost Estimate : \$ 2,850,000

Q_12088 The Community Development Block Grant (CDBG) funds are federal funds and projects funded in whole or part with CDBG are subject to the National Environmental Policy Act (NEPA). Describe how the project will comply with NEPA and include an estimated timeline for completion of an environmental review record.

CDBG Grant Application - July 2021
SEQR Review and Determination - August-September 2021

Funding Award Announcements - December 2021
CDBG Contract Execution and Environmental Review - January 2022-February 2022

The NEPA Environmental Review will be conducted to comply with NYS CDBG NEPA requirements as outlined in the CDBG Grant Administration Manual, Chapter 2 - Environmental and Historic Review. The NEPA review will include designation of a Certifying Officer and Environmental Responsibility Certification, Establishment of the Environmental Review Record, Determine NEPA Review Format, Determination of NEPA Classification - and coordination with OCR staff, Environmental Assessment, Environmental Impact Statement as needed based on the environmental assessment,

(Preliminary review indicates that the action involved as determined utilizing the NYS SEQR Long EAF Form will not have a potentially significant impact on the environment; however the full NEPA process will be utilized to determine), and the statutory checklist. Review shall also include finalization of SEQR (Resolution of Intent to Act as Lead Agency and Notice of Project and Part 1 Full EAF are complete), and SHPO and THPO review.

The environmental review is required to be completed and the release of funds approved prior to any fund commitment to construction, and will begin immediately upon award and selection of an engineering firm.

Q_12087 Is this project subject to review by other agencies, organizations, or authorities? Will all required regulatory review and permitting be completed in a timely manner? Explain how this will occur. Provide a description of all potential regulatory review. If so, what is the status of any on-going consultations or regulatory review? Refer to the Help section for additional guidance.

The project will require review by other agencies. The Preliminary Engineering Report provides an overview of Environmental Resources and potential impacts. The Seneca County Health Department has been involved in the planning for this project and has provided a letter expressing support for the project. The Health Department has received a copy of the Preliminary Engineering Report and will in coordination with NYS Department of Health provide review and approval of the Engineering Report, Designs, and Specifications.

The NYS Department of Environmental Conservation regional permitting office will review the project to determine required permits and approvals. At a minimum the project will include DEC Stormwater Construction permit and DEC Water Withdrawal permit.

Work within the NYSDOT right-of-way will require a highway work permit for utilities. For instance, construction within the right-of-way of State Route 96A will require a permit as well as provisions from maintenance and protection of traffic as construction could include a lane closure. Installation of watermain within the limits of Main Street (County Route 132) will require a permit and coordination with the Seneca County Highway Department.

The Town of Romulus will provide project approval and code office approval.

NYS OCR for review and approval related to funding. NYS EFC review and approval related to financing.

The project is adjacent to but does not impact agricultural lands.

The project is located within an archaeologically sensitive zone and will require SHPO consultation. Coordination with involved and interested agencies will occur through distribution of the SEQR Notice of Project and Notice to Act as Lead Agency, coordinated review and determination July-September 2021.

Q_12062 NYS CDBG funds must be completed within 24 months from the date of award. Provide a clear and descriptive schedule of milestones that demonstrates how the project can be completed within the time frame provided. Indicate the actual or anticipated start and end dates for all the activities. Describe the status of the project that demonstrating that the municipality can implement immediately upon award and completion of NEPA review. Factors such as environmental review, agency and regulatory review, final design, permitting and bidding should be addressed.

The Town is aware of the requirement to expend NYS CDBG funds within 24 months from the date of award, and is prepared to begin immediately upon award and completion of NEPA review.

Submit Preliminary Engineering Report : Completed

Environmental Review (USDA and SEQR) : August – September 2021
USDA Funding Application/Execution : September 2021
Bonding for Project : September 2021
WIIA Grant Application Submittal : October 2021
Funding Awards Announced : February 2022
Project Design : Complete
Bidding : April – May 2022
Project Construction : June 2022 – July 2023
Funding Closeout : August 2023

Q_12061 Is the project listed on the NYS Environmental Facility Corporation's Intended Use Plan (IUP)? Please identify if the project is listed on the Annual or Multi-Year Plan. Provide the IUP project number listing.

The project is listed on the Intended Use Plan Annual List as DWSRF project 18854, Town of Romulus, Seneca County, Improvements to Willard Water District, serving a population of 372.

Q_5430 Has the State Environmental Quality Review (SEQR) process been completed for the proposed project?

No

Q_6839 Provide a brief explanation of long-term support for the facilities and services, including staffing capacity, financial sustainability, and description of the supportive services or long-term maintenance plan. Describe the life-expectancy of the system or facility. Please include as an attachment to the application, a facility or maintenance plan for the proposed improvements.

The improvements are consistent with the current Town of Romulus Water System Rules, Regulations, Billing, Budgeting, Operation and Maintenance, and Administrative functions.

The long-term operation and maintenance of the system will be improved, and it is expected that the elimination of dead ends will improve water quality and reduce the need for staff to perform line flushing at dead ends. The Facility Maintenance Plan is uploaded and includes:

Water District Identification
Rules and Regulations
Water Rates and User Fees
Willard Water District Current Budget
Map
Annual Water Quality Report

Q_12089 Explain the status of site-control. Provide Include a description of any other potential impediments to timely commencement and completion of the project, such as extensive environmental concerns or the need to acquire easements on private property. Identify and explain any components of the proposed project that have been started as of the submission of this application, as well as any subsequent activities that are part of the total project. Indicate the actual or anticipated start and end dates for all the activities. Please note: If any project costs, regardless of their funding source, are incurred prior to the CDBG award date and the approval of the Request for Release of Funds by the Office of Community Renewal, the entire project may be deemed ineligible for NYS CDBG funds.

This project will require the acquisition of easements and rights of way to allow for the connection of Prospect Street and Main Street. Additional easements will likely be required in order to maintain the required 10 foot separation distance between the water and sewer mains.

It is anticipated that the completion of SEQR and NEPA will proceed in a timely fashion and will not impact the completion of the project. There are no components of the proposed project that have been started as of the submission of this application, the Town understands the requirement to complete NEPA Review and issue a notice of release of funds prior to commencing project activities.

Q_5427 Is this a joint application between two local governments?

No

Q_12080 Applicants must provide the Median Household Income (MHI) for the project area/beneficiaries and describe the method or methods used to make that determination, for the purposes of meeting a National Objective under the NYS CDBG program. Provide the specific data source used to demonstrate that the proposed activities will primarily benefit low- and moderate-income households must be provided and the source date for median household income. All supporting information should be uploaded as an attachment to the application.

Municipal Consulting and Grant Writing completed an income report on July 20, 2021 of the Town of Romulus-Willard Water System service area.

The documents are uploaded in their entirety and include a listing of household incomes and calculation of the Median Household Income. The report summary provides a Median Household Income of \$42,000.

Q_12090 If Is the proposed project is subject to the formation of a new water or sewer district? Provide as an attachment the Map-Plan-Report. Provide a brief description of the process, including the status of site control, and dates of any public referendum and/or district formation, including any pending NYS Comptroller review or approval of a new district.

No. This project is entirely within the pre-existing Willard Water District.

Q_3345 I understand that NYS Homes and Community Renewal may require additional project information or modifications to the original project proposal as a condition of award.

Yes

Certification

General Certifications

Q_1037 By entering your name in the box below, you certify and agree that you are authorized on behalf of the applicant and its governing body to commit the applicant to comply with the requirements of Article 15-A of the New York State Executive Law: Participation By Minority Group Members and Women With Respect To State Contracts by providing opportunities for Minority-owned Business Enterprise (MBE)/Woman-owned Business Enterprise (WBE) participation. You further certify that the applicant will maintain such records and take such actions necessary to demonstrate such compliance throughout the completion of the project.

David Hayes

Q_1038 By entering your name in the box below, you certify that you are authorized on behalf of the

applicant and its governing body to submit this application. You further certify that all of the information contained in this Application and in all statements, data and supporting documents which have been made or furnished for the purpose of receiving assistance for the project described in this application, are true, correct and complete to the best of your knowledge and belief. You acknowledge that offering a written instrument knowing that the written instrument contains a false statement or false information, with the intent to defraud the State or any political subdivision, public authority or public benefit corporation of the State, with the knowledge or belief that it will be filed with or recorded by the State or any political subdivision, public authority or public benefit corporation of the State, constitutes a crime under New York State Law.

David Hayes

Net New Jobs

No job answers necessary due to your associated programs.

Qualified Investments

No investment answers necessary due to your associated programs.

Total Project Cost

Total project cost: \$ 2,850,000

Funding Requested from Program

Program	Amount Requested
HCR - Community Development Block Grant (CDBG) - Public Infrastructure & Public Facilities	\$ 1000000 maximum funding allowed: \$1,750,000

Program Budget

HCR - Community Development Block Grant (CDBG) - Public Infrastructure & Public Facilities

Use	Source	Status	Amount	Indicate Source / Comments
Construction/Renovation	State	In Progress	\$1000000	CDBG Grant Request
Construction/Renovation	Local	Anticipated	\$1786610	Town of Romulus - financing
Administration	Local	Anticipated	\$63390	Town of Romulus financing

Attachment Questions & Answers

HCR - Community Development Block Grant (CDBG) - Public Infrastructure & Public Facilities

Q_12066 Citizen Participation Compliance Materials Note that If any of the required documents are not submitted with the application, they cannot be submitted after the application period closes, and the application will be deemed ineligible. Refer to the "scoring tips" section for additional guidance. Materials must include the following: • Affidavit of publication of public hearing notice (see scoring tips) • Copy of public hearing notice • Evidence of conspicuous public posting (see scoring tips) • Public hearing minutes (quorum needed - see scoring tips)

No attachment, cannot upload

Q_12067 Applicant/Recipient Disclosure/Update Form

SIGNED DISCLOSURE-07132021.pdf
[Download](#)

Q_12068 Applicant Certification Form

SIGNED Certification Form.pdf
[Download](#)

Q_12069 Program Income Report Form

INCOME REPORT-07132021.pdf
[Download](#)

Q_12070 Public Infrastructure/Facility Activity Detail Form

pf-pi-lc-activity-detail-sheet Upload.pdf
[Download](#)

Q_12071 Preliminary Budget Table

Preliminary Budget Table_Romulus Upload.pdf
[Download](#)

Q_12072 Engineering Report

210726_Preliminary Engineering Report.pdf
[Download](#)

Q_3332 Third party cost estimates

Cost estimates must be provided for the entire project cost, not only the NYS CDBG portion of the project.

Cost Estimate.pdf
[Download](#)

Q_11970 Facility/Maintenance Plan

Town of Romulus Facility Maintenance Plan.pdf

[Download](#)

Q_12073 Evidence of CDBG National Objective Compliance.

Income Survey

Q_12076 Survey Methodology

(This question is associated with your answer selection in question: [Q_12073](#))

Final_Romulus_Package_CDBG_2021 INCOME SURVEY.pdf

[Download](#)

Q_12077 Sample Income Survey Instrument

(This question is associated with your answer selection in question: [Q_12073](#))

Sample Income Survey Instrument.pdf

[Download](#)

Q_12078 A representative sample of submitted income surveys (Confidential materials - that identify a specific person, household or address.)

(This question is associated with your answer selection in question: [Q_12073](#))

Sample of Completed Surveys.pdf

[Download](#)

Q_12079 Summary of Income Survey Data

(This question is associated with your answer selection in question: [Q_12073](#))

Summary of Income Survey Data.pdf

[Download](#)

Q_1488 Purchase Agreements or other documentation that supports the status of site control.

No attachment, cannot upload

Q_1489 Maps (as required)

Maps.pdf

[Download](#)

Q_11512 For drinking water systems only, does your community water system provide drinking water to

more than 3,300 people? If so please provide your community's updated risk & emergency response plans as required by the American Water Infrastructure Act of 2018 that amended the Safe Drinking Water Act.

No attachment, cannot upload

Q_1492 Commitment letters or letters of application

Commitment of Funding.pdf

[Download](#)

Q_6946 Please provide Letters of Support for your project (if applicable). All letters should be scanned into a single PDF file and their total size cannot exceed 30 Megabytes (MB).

No attachment, cannot upload

Q_12081 Documentation of unsuccessful attempts at pursuing non-CDBG funding sources

Refer to the Help section for additional guidance.

Other Funding Documentation.pdf

[Download](#)

Q_5454 If the application is a joint application, a cooperation agreement and a resolution authorizing a joint application and one of the units of local government as the primary applicant. In addition, note that CDBG public hearing requirements apply to all applicants submitting joint applications. Each community will be required to hold a public hearing prior to submission.

No attachment, cannot upload

Q_9442 Smart Growth Compliance Form

Smart Growth.pdf

[Download](#)

Q_9443 Civil Rights - Documentation of Section 3 compliance. Refer to the application tips for additional information

Signed Section 3 Compliance Plan Romulus.pdf

[Download](#)

Q_9444 Civil Rights - Documentation of Affirmatively Furthering Fair Housing compliance. Refer to the application tips for additional information

Q9444-07132021.pdf

[Download](#)

Q_12082 Project Team

8-1-project-team.pdf

Legend

[x] = Expired Program