

AMENDMENT 1

EXHIBIT A

This is Amendment 1 to Exhibit A to the Award Agreement entered on May 20, 2019 by and between Coastal Community Resilience, Inc., d.b.a. RISE and Building Resilient Solutions, LLC.

PHASE TWO – PROJECT DEVELOPMENT AND IMPLEMENTATION

STATEMENT OF WORK AND BUDGET

Building Resilient Solutions will use the award to build a data set comprised of efficacy data collected from pre- and post-installation of recommended recurrent flooding retrofit solutions in volunteer demonstration test sites in the field in Norfolk and the greater Hampton Roads coastal region.

Period of Performance for Stage 1: September 6, 2019 – December 31, 2019

Task 2.1: Mobilization, Administration and Project Delivery Management

This task includes business mobilization and recurring administrative activities, including legal support, invoicing, procurement, contracting, accounting/bookkeeping, equipment logging, and monthly progress reporting. This task also includes staff time associated with project delivery management of the remaining Tasks (2.2 – 2.5).

Task 2.1. Deliverable

- Invoices including timesheets for Tasks 2.1 – 2.5.
- Invoices/receipts for ODCs.
- A brief monthly report (due on the 15th of each month for a previous month) summarizing progress across tasks. The report should also provide updates on press coverage, press releases, interviews, community presentation highlighting BRS work and/or RISE, photos/videos for social media, updates on new partnerships, fund raising achievements, new grants received and other business successes – e.g. # of new clients, hires, and volunteers.
- Executed contracts with CPG and Museum Resources.
- Completed small purchase forms and agreements for purchases over \$3,500.

Task 2.1 Subtasks

2.1.1: Mobilization, administration and project delivery management

Task 2.1 Other Direct Costs

2.1.2: Purchase of office supplies

2.1.3: Purchase of legal services

2.1.4: Purchase of accounting/tax preparation services

Task 2.1. Completion Timeline

- December 31, 2019

Task 2.2: Pre-Retrofit Baseline Monitoring Equipment and Purchase

Review of vendor availability of moisture monitoring data equipment that meets required specifications. This task will be conducted in two stages to allow for refinement of equipment needs and efforts. Purchase four (4) moisture monitoring and data collection equipment kits as per necessary specifications. These kits will be temporarily installed in private residences demonstration sites to monitor and gather data on background moisture conditions and can also be used during a flood event. The background data collected will be used to determine recommended recurrent flooding resiliency retrofit solutions on a site-specific basis. The equipment will monitor relative humidity and moisture content in building materials, especially basements, and data will be gathered remotely from computer equipment installed in the residence. Monitoring equipment will also be installed after retrofit solutions have been installed to collect data on the same as well as post-flood event conditions, enabling BRS to provide the data so that CPG and Museum Resources can determine the effectiveness, over time, of the installed resiliency retrofits.

Task 2.2 Deliverable

- Vendor invoices or receipts for all ODCs, executed contracts and a small purchase form documenting procurement (including sam.gov verification for contracts over \$25,000).
- Photos of purchased equipment and completion of a tracking log (provided by RISE).

Task 2.2 Other Direct Costs

- 2.2.1: Four laptop computers for data harvesting and analysis and one desktop computer
- 2.2.2: Four monitoring hardware systems
- 2.2.3: Four data logging/monitoring software systems
- 2.2.4: Four cables

Task 2.2 Completion Timeline

- December 31, 2019

Task 2.3: Pre-retrofit, Baseline Conditions Equipment Installation

Installation of the equipment at 4 pilot locations. The monitoring and computer equipment will be installed by Museum Resources. This will include expendable materials such as epoxy, caulk, screws, cables, etc. necessary for the installation.

Task 2.3 Deliverable

- Invoices and receipts for all ODCs including an executed contract with Museum Resources (application partner) for installation personnel.
- Agreements with entities serving as test sites for monitoring.
- Photos of installed monitoring equipment.

Task 2.3 Subtasks

- 2.3.1: Installation of the baseline data collection monitoring equipment to document background conditions that are causing the flooding damage at 4 locations. Install performed by Museum Resources (application partner).

Task 2.3 Other Direct Costs

- 2.3.2: Material necessary for installation including epoxy, caulk, screws, cables

Task 2.3 Completion Timeline

- December 31, 2019

Task 2.4: Data Extraction

BRS, LLC and its application partners will create a university-academic credit and/or paid student internship at a local university for a graduate student in data analytics or hire an academic or other professional for reduction of the data from the monitoring equipment and summary report preparation.

Task 2.4 Deliverable

- A preliminary data report with data collected to date from the installed monitoring equipment at four test sites (from the date of installation through December 31, 2019 only). This will be raw data only without analysis.

Task 2.4 Subtask

- 2.4.1: Data collection from the monitoring equipment and preparation of a preliminary data report without analysis

Task 2.4 Completion Timeline

- December 31, 2019

Task 2.5: Marketing, Design, Outreach

Design and publish marketing materials for a marketing/client outreach campaign, and for attendance at professional development opportunities for a vendor/exhibitor table where marketing outside both within and beyond the Hampton Roads region can occur. Marketing materials will be distributed at these events.

Task 2.5 Deliverable

- Sample promotional materials
- Receipts, invoices for ODCs

Task 2.5 Other Direct Costs

- 2.5.1: Design and development of BRS marketing materials
- 2.5.2: Conference attendance fees

Task 2.5 Completion Timeline

- December 31, 2019

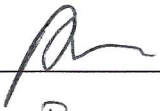
Equipment and Supplies Purchases

Awardee agrees to comply with the regulations at 2 CFR Part 200.3 regarding the title, use, management, and disposition of equipment and supplies.

Budget/Sources and Uses of Funds

TASK	DESCRIPTION	RIF COST
Task 2.1 - Mobilization, Administration and Project Delivery Management		
Task 2.1 Subtasks		
2.1.1	Mobilization, administration and project delivery management	\$19,280
Task 2.1 ODCs		
2.1.2	Purchase of office supplies	
2.1.3	Purchase of legal services	\$2,500
2.1.4	Purchase of accounting/tax preparation services	\$3,750
Task 2.1 Deliverable Fee Subtotal		\$19,280.00
Task 2.1 Deliverable ODCs Subtotal		<u>\$6,250.00</u>
Task 2.1 Total		\$25,530.00
Task 2.2 - Pre-Retrofit Baseline Monitoring Equipment Purchase		
Task 2.2 ODCs		
2.2.1	Four laptop computers for data harvesting and analysis and one desktop computer	\$2,900.00
2.2.2	Four Monitoring hardware systems	\$10,650.00
Task 2.2 Deliverable Fee Subtotal		\$0.00
Task 2.2 Deliverable ODCs Subtotal		<u>\$13,550.00</u>
Task 2.2 Total		\$13,550.00
Task 2.3 - Pre-retrofit, Baseline Conditions Equipment Installation		
Task 2.3 Subtasks		
2.3.1	Installation of the baseline data collection monitoring equipment to document background conditions that are causing the flooding damage at 4 locations	\$9,320
Task 2.3 ODCs		
2.3.2	Material necessary for installation including epoxy, caulk, screws, cables, etc.	\$250
Task 2.3 Deliverable Fee Subtotal		\$9,320.00
Task 2.3 Deliverable ODCs Subtotal		<u>\$250.00</u>
Task 2.3 Total		\$9,570.00
Task 2.4 - Data Extraction		
Task 2.4 Subtasks		
2.4.1	Data reduction from the monitoring equipment and summary data report preparation	\$2,320
Task 2.4 Deliverable Fee Subtotal		\$2,320.00
Task 2.4 Deliverable ODCs Subtotal		<u>\$0.00</u>
Task 2.4 Total		\$2,320.00
Task 2.5 - Marketing, Graphic Design, Outreach		
Task 2.5 ODCs		
2.5.1	Design and development of BRS marketing materials	\$1,500
2.5.2	Conference attendance fees	\$1,500
Task 2.5 Deliverable Fee Subtotal		\$0.00
Task 2.5 Deliverable ODCs Subtotal		<u>\$3,000.00</u>
Task 2.5 Total		\$3,000.00
TOTAL TASKS 2.1 - 2.5		\$53,970.00
RIF Remaining Budget After ICAP		\$226,500.00
RIF Phase 2 - Stage 1 Total Deliverables		\$30,920.00
RIF Phase 2 - Stage 1 Total Deliverable ODCs		\$23,050.00
RIF Phase 2 - Stage 1 TOTAL AMOUNT		\$53,970.00
RIF Phase 2 Remaining Funds		\$172,530.00

Awardee


By: 

Name: PAIGE L.W. POLLARD

Title: Principal

Date: 9/16/19.

Coastal Community Resilience, Inc., DBA RISE

By: 

Name: Paul A. Robinson, Ph.D.

Title: Executive Director, RISE

Date: 9/16/19