

## AMENDMENT 4

This Fourth Amendment (“**Amendment 4**”) is made and entered into effective this 8<sup>th</sup> day of May, 2021 (“**Effective Date**”), by and between RISE Coastal Community Resilience, Inc. D/B/A RISE a Virginia nonstock 501(c)(3) corporation, located at 500 East Main Street, Norfolk, Virginia 23510 (“**RISE**”) and Resilience Enterprise Solutions, LLC (“**RES**”) and amends Exhibit A of the Award Agreement dated May 21, 2019 (“**Agreement**”).

### RECITALS

- A. RES and RISE entered into the Agreement on May 21, 2019.
- B. The Parties amended the Agreement on September 30, 2019 and subsequently on March 23, 2020 to include Phase Two – Project Development and Implementation to develop and execute an inaugural Home Raising Academy training pilot focused on Hampton Roads resilience needs and workforce. The Parties then amended the Agreement on October 9, 2020 to include Phase Three, which updated the budget, scope, and time period to incorporate lessons learned from the inaugural pilot training, expand the Home Raising Academy training curriculum, conduct additional training classes, and implement a post-training capacity building program.
- C. The Parties now desire to update the scope to expand the eligibility criteria for Hampton Roads trainees. The Parties also desire to update timelines for delivery of training classes.

Accordingly, the Parties agree as follows:

1. **Timeline.** Task 3.1 and 3.2 timelines for delivery of training classes are hereby extended:
  - By the end of May 2021 for Class 1 (Level I) Zoom
  - By the end of September 2021 for Class 2 (Level I) Zoom
  - By the end of November 2021 for Class 3 (Level II - Continuing Ed) Zoom
  - By the end of February 2022 for Class 4 (Levels I & II) In person or Zoom
  - By the end of April 2022 for Class 5 (Levels I & II) In person or Zoom
2. **Eligibility.** The eligibility criteria for Hampton Roads trainees is hereby expanded to include:
  - For the purposes of this work a “Hampton Roads trainee” is:
    - An individual who resides in Hampton Roads

- An individual who may reside outside Hampton Roads but is employed in Hampton Roads by a business, a non-profit organization, or a municipal government based in Hampton Roads.
  - At least six (6) Hampton Roads trainees need to be registered to hold each class. A minimum of four (4) of the Hampton Roads trainees must be representatives of a “Project Delivery Team” involved in the execution of a home raising project. These may include architects, engineers, general contractors, subcontractors, and all professional, technical, and construction personnel involved in project sales, budgeting, planning, and execution.
  - Additional Hampton Roads trainees may include “Key Partners” defined as employees of municipal governments, realtors, workforce development agencies, financial institutions, lenders, or any individual or business that plays a key role in facilitating a home raising project.
  - Individuals other than Hampton Roads trainees may enroll in the classes if class capacity of twelve (12) trainees cannot be reached with Hampton Roads trainees. (Class capacity is based on training format and is at least twelve (12) concurrent students.)
3. **No Other Changes.** The parties agree that, except as specifically provided herein, this fourth Amendment shall not in any manner alter, change, modify, or affect any of the rights, privileges, duties or obligations of either of the parties hereto under or by reason of the Agreement and except as expressly amended herein, all terms, covenants, and conditions of the Agreement, and all amendments thereto, shall remain in full force and effect.

## **EXHIBIT A**

### **PHASE THREE – PROJECT DEVELOPMENT AND IMPLEMENTATION**

#### **Statement of Work and Budget**

**Period of Performance: October 12, 2020 – May 31, 2022**

### **Task 3.1: Outreach and Recruitment in the Hampton Roads Market for Home Raising Academy Training**

The objective of this task is to conduct class recruitment and education promotion programs. This maximizes the number of HRA students and attracts Hampton Roads contractors interested in attending our training through a combination of direct recruitment activities and promotion. It will be done in a way where RES does the time-consuming work to develop the education promotion materials and individual outreach while turning to local government and associations like CVBIA (Coastal Virginia Builders Industry Association, formerly known as Tidewater Builders Association), and the statewide organizations like HBA (Home Builders Association) for support and making connections, media integration, newsletter announcements, and local government meetings. To reach as many prospective Hampton Roads trainees as possible, it is important that the promotion does not come solely from RES. Outreach to municipalities aware of capable, approved contractors will be helpful in maximizing attendance.

For the purpose of this work a “Hampton Roads trainee” is:

- An individual who resides in Hampton Roads, Virginia and
- An individual who may reside outside Hampton Roads but is employed in Hampton Roads by a business, a non-profit organization, or a municipal government based in Hampton Roads.

#### **Task 3.1 Subtasks**

- **3.1.1:** Conduct recruitment for classes (including MBE/WBE participation).
- **3.1.2:** Conduct outreach to local governments in Hampton Roads to maximize training attendance.
- **3.1.3:** Execute training promotional information sessions/webinars, at least six (6), to maximize training attendance.

#### **Task 3.1 Deliverables**

- A report including:

- A list of candidate companies with business addresses or employees with local tax authority in the Hampton Roads area that are a fit or would benefit from HRA training.
- Expressions of interest made by candidate businesses, including expected number of registered trainees.
- Executed training agreements for class attendees.
- Documentation of all outreach, recruitment, promotion and recruitment activities.
- Invoices including a summary of work completed prior to delivering the final deliverable above.
- Executed agreements with third party vendors and their invoices.

### **Task 3.1 Completion Timeline**

- By the end of May 2021 for Class 1 (Level I) Zoom
- By the end of September 2021 for Class 2 (Level I) Zoom
- By the end of November 2021 for Class 3 (Level II - Continuing Ed) Zoom
- By the end of February 2022 for Class 4 (Levels I & II) In person or Zoom
- By the end of April 2022 for Class 5 (Levels I & II) In person or Zoom

### **Task 3.2: Refinement and Expansion of Home Raising Academy Training Program Curriculum & Delivery of Training**

The objective of this task is to enhance and improve HRA training curriculum and design, develop and conduct additional classes. We will fill gaps in the existing training program content based on alumni feedback and improve and expand the content. A few elements of our original curriculum were abbreviated or omitted with our March 23, 2020 Amendment 2 to Exhibit A. Still, we will conduct at least one more training with the existing curriculum with nominal improvements identified after our first class. We will also be supplementing our training on field technician skills that will be beneficial to all trainees, including local contractors already doing home raising. New training content made for future classes will also be made available to existing graduates. HRA training is targeted toward general contractors, “Hampton Roads trainees,” who sell and execute prime turnkey home raising projects who still require an elevation subcontractor to do the jacking up of the home, placement of it on crib stacks, and follow up setting down of the home on the new foundation built by the general contractor. Examples of content would be how to prepare the building for the elevation contractor. This activity will save contractors time and money by not relying on the lifting contractor to remove air conditioning ducts and opening up the crawl space for the lifting beams. The Hampton Roads area is handicapped in having only two (2) home elevation subcontractors, which is a bottleneck with the current level of general contractor training in home raising. This bottleneck will become worse when elevations pick up as a matter of need and the new FEMA grant program and new

financing coming through the State low interest revolving loans reach Hampton Roads. Once properly trained at the HRA, the general contractors holding turnkey elevation projects will be able to work smoothly with two elevation subs across the community without it becoming a bottleneck. Furthermore, HRA trainees that are new to home raising will be starting with sufficiently higher knowledge and confidence to engage in turnkey home elevation contracts. Our new training on C-PACER in the HRA curriculum will draw more trainees and prepare them for the upcoming residential program. Our new [homeraisingacademy.com](http://homeraisingacademy.com) website will be a critical repository and support resource not just for our Training Activities but also for our Pre-Training and Post-Training Activities as well.

While HRA training is primarily targeted toward general contractors, the experience in Hampton Roads has shown the importance of training additional personnel within the overall home elevation ecosystem. These include all entities involved in the “project delivery team”, which is the contracting hierarchy from the residential consumer to the businesses under contract to deliver a home elevation. These entities include architects, engineers, general contractors, subcontractors, and all professional, technical, and construction personnel involved in project sales, budgeting, planning, and execution.

#### **Requirements:**

- For the purposes of this work a “Hampton Roads trainee” is:
  - An individual who resides in Hampton Roads
  - An individual who may reside outside Hampton Roads but is employed in Hampton Roads by a business, a non-profit organization, or a municipal government based in Hampton Roads.
- At least six (6) Hampton Roads trainees need to be registered to hold each class. A minimum of four (4) of the Hampton Roads trainees must be representatives of a “Project Delivery Team” involved in the execution of a home raising project. These may include architects, engineers, general contractors, subcontractors, and all professional, technical, and construction personnel involved in project sales, budgeting, planning, and execution.
- Additional Hampton Roads trainees may include “Key Partners” defined as employees of municipal governments, realtors, workforce development agencies, financial institutions, lenders, or any individual or business that plays a key role in facilitating a home raising project.
- Individuals other than Hampton Roads trainees may enroll in the classes if class capacity of twelve (12) trainees cannot be reached with Hampton Roads trainees. (Class capacity is based on training format and is at least twelve (12) concurrent students.)

#### **Task 3.2 Subtasks**

- **3.2.1:** Conduct five (5) additional training classes: two (2) Level I classes, one (1) Level II – Continuing Education, and two (2) Level I & II classes.
- **3.2.2:** Complete abbreviated / deferred portions of necessary training scope. These include deferred content in Phase II Training Segment I subject areas of outreach, proposal making, and selling, and deferred content in Phase II Training Segment III subject areas of project management, operations, and partnerships.
- **3.2.3:** Add depth to legislative, financing, and operations training.
- **3.2.4:** Develop and conduct Lift Tech Level 1 & 2 training for general contractors.
- **3.2.5:** Provide trainees with customizable marketing tools and support through the HRA website.

### **Task 3.2 Deliverables**

- Training materials.
- A summary report for each training class documenting the total number of registered and trained people. The report should include intake registration forms to include: name, affiliation, job title, annual income level (could be ranges), residence address, business address, and sign in sheets from each day of training (or screenshots of webinar attendees from each day) The report should also include lessons learned.
- A summary of post training surveys.
- Invoices including a summary of work completed prior to delivering the final deliverables above.
- Executed agreements with third party vendors and their invoices.

### **Task 3.2 Completion Timeline**

- 3.2.1: Class 1 will be held by the end of May 2021. Training materials associated with 3.2.2 will be included in Class 1. [Virtual format]
- 3.2.1: Class 2 will be held by the end of September 2021. Training materials associated with 3.2.2 and available portions of 3.2.3 through 3.2.5 will be included in Class 2. [Virtual format]
- 3.2.1: Class 3 will be a Level II Continuing Education held by the end of November 2021 with Training materials 3.2.2 and substantial completion of 3.2.3 through 3.2.5. [Virtual format]
- 3.2.1: Class 4 will be held by end of February 2022. Training materials associated with 3.2.2. through 3.2.5 will be further refined based on feedback from Class 3 (and/or previous classes). [Virtual or In-Person format]
- 3.2.1: Class 5 will be held by end of April 2022. Class 5 Training materials associated with 3.2.2 through 3.2.5 will be refined based on feedback from Class 4 (and/or previous classes). [Virtual or In-Person format]

### **Task 3.3: Post-Training Skill/Capacity Building Program**

The objective of this task is to design, develop, and execute a post-training and skill development program with existing and future HRA graduates to help them get started expanding their businesses. While our premiere training class was very highly reviewed (Average 4.5+ out of 5 Stars), most of the attendees left the class with a “where do I go from here” frame of mind. This is to be expected. While our original 100% proposal submitted with our RISE application was to provide home elevation contractor training complete with classroom training, hands-on training with construction equipment and a mock house to lift, as well as an internship program, which would put them right up against the finish line with the skill sets and confidence to engage in home elevation projects on their own, we pivoted to offer general contractors higher level classroom-only training which addresses a much bigger contingent of economic activity than our original proposal at a reduced program cost. We must close knowledge and confidence gaps for both our existing and future trainees that exist at the conclusion of their training class. Moreover, as we update our training for new FEMA programs, available data such as the First Street Foundation free tools, and other new resources, we will make all of that new content available to our premier training class. We will offer templates for trainees to brand and customize for their own marketing purposes. For instance, RES will review the newly released US Army Corps of Engineers Norfolk study and Dewberry study for Virginia Beach and explain how to get set up for federal contracting. Key findings from some very lengthy recent industry studies will be summarized into digestible salient points for our trainees to easily and quickly understand.

We will also coach our trainees on how to enter the business in small steps, including buying a home to elevate. This is the way that many home lifters got into the business at first, by practicing on a property that they already owned or bought for the elevation project. This is a conceptual substitute for the RES-sponsored mock house to lift in our original proposal that our contract award, while generous, did not permit. And this solution is even better. It puts our trainees that take this step further ahead than they would have been from practicing on the originally-contemplated RES mock house. They will spend more time with a real, functioning house with all of its vulnerabilities and requirements at the tempo of a real project. They will get all the business benefits and experience in the process. They will get the reputation, including earned media, of having lifted the home, and they will get to sell the elevated home at a higher price than purchased to help recover their investment. The “Design” scope of this task is crucial.

We will work with our existing trainees and future candidates to make sure we develop a program that they can implement to increase business opportunities. Our [homeraisingacademy.com](http://homeraisingacademy.com) website will be a useful support, networking, and collaboration resource for this task. We also facilitate partnering between our trainees and other flood hazard mitigation industry participants to reduce friction in acquainting themselves with the marketplace and the technical requirements of getting into the home raising business. Updating our training graduates on C-PACER will prepare them for the upcoming residential R-PACE(R) program.

### **Task 3.3 Subtasks**

- **3.3.1:** Deliver updated training content and coaching to HRA alumni
- **3.3.2:** Provide support to alumni in the “lift a company-owned house” program
- **3.3.3:** Implement post-training support through HRA website
- **3.3.4:** Facilitate industry partnerships with trainees
- **3.3.5:** Get approval and commitment of alumni on post-training program

### **Task 3.3 Deliverables**

- Completed training materials, reference and support materials, partnering agreement descriptions, and documentation of all post-training activities – including a number of businesses/alumni participating in the post-training program.
- Invoices including a summary of work completed prior to delivering the final deliverable above.
- Executed agreements with third party vendors and their invoices.

### **Task 3.3 Completion Timeline**

- October 12, 2020 through May 31, 2022.



## BUDGET

TASK	DESCRIPTION	RIF COST
<b>Task 3.1 - Outreach and Recruitment in the Hampton Roads Market for Home Raising Academy Training</b>		
Task 3.1 Subtasks		
3.1.1	Conduct recruitments for training classes	\$24,116.50
3.1.2	Conduct outreach to Hampton Roads localities	\$4,720.00
3.1.3	Conduct training promotional information sessions	\$2,400.00
<b>Task 3.1 Deliverable Fee Subtotal</b>		<b>\$31,236.50</b>
<b>Task 3.2 - Refinement and Expansion of Home Raising Academy Training Program Curriculum &amp; Delivery of Training</b>		
Task 3.2 Subtasks		
3.2.1	Conduct 5 training classes: Two (2) Level I classes, One (1) Level 2 Cont Ed, & Two (2) Level 1 & II classes	\$29,557.50
3.2.2	Complete abbreviated/deferred portions of training	\$13,895.00
3.2.3	Refine and expand legislative, financing, and operations training	\$19,710.00
3.2.4	Develop and conduct Lift Tech Levels 1 & 2 for General Contractors	\$27,720.00
3.2.5	Provide customizable marketing materials to trainees	\$4,400.00
<b>Task 3.2 Deliverable Fee Subtotal</b>		<b>\$95,282.50</b>
<b>Task 3.3 - Post-Training Skill/Capacity Building Program</b>		
Task 3.3 Subtasks		
3.3.1	Deliver updated training content and coaching to HRA alumni	\$5,510.00
3.3.2	Support trainees on lifting a company-owned house	\$4,860.00
3.3.3	Implement post-training support through HRA website	\$16,809.02
3.3.4	Facilitate industry partnerships with trainees	\$2,860.00
3.3.5	Get approval and commitment of alumni on post-training program	\$2,420.00
<b>Task 2.3 Deliverable Fee Subtotal</b>		<b>\$32,459.02</b>
<b>RIF Phase 3 Total</b>		<b>\$158,978.02</b>

**Awardee**

By: John D. Sargent

Name: John D. Sargent

Title: Chief Executive Officer, RES

Date: May 17, 2021

**Coastal Community Resilience, Inc., DBA RISE**

By: Paul Robinson

Name: Paul A. Robinson, Ph.D.

Title: Executive Director, RISE

Date: 5/15/21