

# A. Organization Profile

Completed by *molly.fair@como.gov* on 5/5/2023 8:43 AM

**Case Id:** 12393

**Name:** City of Columbia Public Works - 2024

**Address:** 701 E Broadway

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## A. Organization Profile

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Please provide the following information.

### ORGANIZATION

**A.1. Organization Name**

City of Columbia Public Works

**A.2. Doing Business As (DBA)**

City of Columbia

**A.3. Federal EIN**

436000810

**A.4. SAM.gov Identifier**

WZR4KM9CBTV3

**A.5. Organization Type**

Government

**A.6. Address**

701 E Broadway Columbia, MO 65205

### CONTACT INFORMATION

**A.7. Head of Organization**

Shane Creech

**A.8. Head of Organization Title**

Public Works Director

**A.9. Phone**

(573) 874-7253

**A.10. Email**

shane.creech@como.gov

**A.11. Website**

www.como.gov

## B. Mission/Goals

Completed by allison.anderson@como.gov on 5/3/2023 11:05 AM

Case Id: 12393

Name: City of Columbia Public Works - 2024

Address: 701 E Broadway

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## B. Mission/Goals

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Please provide the following information.

### B.1. Organizational Mission Statement

To serve the public equitably through democratic, transparent and efficient government

### B.2. Description of Organizational Goals

Service – We exist to provide the best possible service to all.

Communication – We listen and respond with clear, compassionate and timely communication.

Continuous Improvement – We value excellence through planning, learning and innovative practices.

Integrity – Our employees are ethical, fair, honest and responsible.

Teamwork – We achieve results by valuing diversity and partnerships within our own organization and the community.

Stewardship – We are responsible with the resources the community entrusts to us.

### B.3. Describe the geographic service area.

City of Columbia located in central Missouri

### B.4. Describe the populations served by your organization.

City of Columbia population is approximately 126,000.

### B.5. What percent of participants served in your previous fiscal year are identified as local Minority populations, persons with disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?

15.00 %

### B.6. How does your organization operationalize the values of diversity, inclusion and social equity?

The City hired a diversity, inclusion and social equity officer in April 2023.

### B.7. Does the organization promote and provide board representation from local minority populations, persons with disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?

Yes

### B.8. Does the organization's top 5 paid employees employed include local minority populations, persons with disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?

Yes

### B.9. Is your organization a Section 3 employer, or does the proposed project include the Utilization of Section 3 employers in accordance with the Housing and Urban development Act of 1968?

Yes

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## Documentation

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**Articles of Incorporation**

*\*\*No files uploaded*

**By-laws**

*\*\*No files uploaded*

**Strategic Plan**

Public-Works-Strategic-Plan.pdf

**Organizational chart**

FY 2020 PW Organizational Chart.pdf

**IRS Tax Exempt Status Determination Letter**

*\*\*No files uploaded*

**Financial Statement**

*\*\*No files uploaded*

**IRS 990 or 990EZ**

*\*\*No files uploaded*

**Financial policies and procedures**

*\*\*No files uploaded*

**MO Secretary of State Registration**

*\*\*No files uploaded*

## C. Governance Board

Case Id: 12393

Name: City of Columbia Public Works - 2024

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Address: 701 E Broadway

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### C. Governance Board

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Please provide the following information.

#### C.1. Board Members

| Name            | Board Position | Address         | Term Begin Date | Term End Date |
|-----------------|----------------|-----------------|-----------------|---------------|
| Barbara Buffalo | Member         | 701 E. Broadway | 04/01/2022      | 04/01/2025    |
| Nick Knoth      | Member         | 701 E. Broadway | 04/01/2023      | 04/01/2026    |
| Andrea Waner    | Member         | 701 E. Broadway | 04/01/2021      | 04/01/2024    |
| Roy Lovelady    | Member         | 701 E. Broadway | 04/01/2022      | 04/01/2025    |
| Nick Foster     | Member         | 701 E. Broadway | 04/01/2022      | 04/01/2025    |
| Donald Waterman | Member         | 701 E. Broadway | 04/01/2023      | 04/01/2026    |
| Betsy Peters    | Member         | 701 E. Broadway | 04/01/2021      | 04/01/2024    |

## D. Proposal Summary

Completed by [allison.anderson@como.gov](mailto:allison.anderson@como.gov) on 5/3/2023 11:45 AM

Case Id: 12393

Name: City of Columbia Public Works - 2024

Address: 701 E Broadway

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### D. Proposal Summary

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Please provide the following information.

#### D.1. Provide a summary describing the proposed project.

The City of Columbia is proposing to complete a sidewalk project in the central part of Columbia along the east side of Pershing Road between Gary Street and Pearl Avenue. The proposed sidewalk along this two-block stretch will connect to the existing sidewalk at Again Street Park and the existing sidewalk along Pershing Road south of Gary Street. There is currently no sidewalk along this two-block stretch of Pershing Road. The proposed sidewalk will be a 5-foot wide concrete sidewalk constructed with 3 feet of grass between the sidewalk and the back of the curb. The attached diagram shows the concept layout of the sidewalk.

D.2. Select the production goal(s) within the 2020-2024 Consolidated Plan that this project will fulfill:

- Rehab and Repair of Homes
- Technical Assistance to Businesses
- Direct Homebuyer Assistance
- Sidewalk Construction
- Direct Housing Counseling and Education
- Storm Water Improvements
- New Home Construction
- Acquisition and Demolition of Dilapidated Structures
- Production of Rental Units
- Code Enforcement
- Tenant Based Rental Assistance
- Public Facilities and Improvements
- Vocational Training
- Homeless Facility Improvements

D.3. Project service area: Will this project service individuals and households within the City of Columbia?

Yes, this sidewalk project is located in central Columbia.

D.4. Number Served: How many individuals or households will this project benefit? What is the target population?

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**Please provide data to support.**

Approximately 200 homes within the area could use the sidewalk to walk or bike to Again Street Park and West Boulevard Elementary School. The target population is low income households living in the surrounding neighborhoods.

**D.5. Outcomes: Identify the specific, measurable and desired outcomes for this project.**

The desired outcome of this project is to improve walkability and safety for pedestrians as pedestrians access the neighborhood park and elementary school.

**D.6. Outcome Data: What data will be collected to evaluate the outcomes for this project?**

The City will use HUD required census tract and census block data to demonstrate project completion and serving income eligible households.

**D.7. How does the proposed project address and promote systemic changes towards social and racial equality?**

The sidewalk provides a safer alternative for pedestrians to access bus stops, businesses, and residents in the central area.

**D.8. Does the organization have control of the site(s) for the project?**

Yes

**D.9. Is the proposed project compliant with existing zoning and land use ordinances?**

Yes

**D.10. Describe actions to rezone the property to allow for desired use**

Rezoning is not needed for completion of this project.

**D.11. Neighborhood Consultation: Describe how the neighborhood has been consulted regarding this project.**

The project is on the City's Sidewalk Master Plan that went through the public information process.

**D.12. Who is the proposed program administrator to ensure compliance with HUD and City regulations and source of funding for this position.**

The Community Development Department's Housing Program will be ensuring compliance with HUD regulations. The Public Works Department's Engineering Division will be overseeing the design and construction of the sidewalk.

**D.13. What is the prior experience of the organization's personnel with this type of project? Include the following: 1) Credentials, including resumes and licenses necessary to accomplish the job. 2) Number of years of experience with this type of project; 3) List of representative projects completed in the past.**

The Public Works Department's Engineering Division designs and constructs one to three sidewalk projects per year. These projects are completed using both capital improvement sales tax funds and federal grants.

**D.14. Does the proposed project include the utilization of qualified MBE/WBE contractors or subcontractors, which may include construction, services or operational supplies?**

Yes

**D.15. For construction projects, who is the designated person or firm designing and inspecting construction projects.**

The Public Works Department's Engineering Division will complete the design and construction inspection for the project. The Public Works Director and staff engineers are licensed professional engineers.

**D.16. Provide a brief summary on previous City funding received, any funding remaining, and the measurable results from previous City funding.**

Since 2014, the City has completed five CDBG grant funded projects. These projects include the Worley and Clinkscates Intersection improvement project (\$172,255), the North Garth Avenue sidewalk project (\$154,217), the Elleta Boulevards sidewalk project (\$24,855), the Lynn, Oak, Sexton sidewalk project (\$80,000), and the McKee Street sidewalk project (\$150,000). All of these projects have been constructed.

**D.17. Please provide what year of funding you wish to use for this proposed project and the date that the funds will likely be fully expended.**

FY 2024. It usually takes 2 years to complete a sidewalk project; so construction will be finished fall of 2025.

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**Documentation**

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**Project timeline**

Proposed Project Timeline.pdf

**Site map/diagram**

Pershing Sidewalk CDBG Diagram.pdf  
Site Location Map.pdf

**Site pictures**

Site Pictures.pdf

**Letters of commitment**

*\*\*No files uploaded*

**Project personnel resumes**

Allison.Anderson.Resume.pdf

## E. Budget

Case Id: 12393

Name: City of Columbia Public Works - 2024

Address: 701 E Broadway

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### E. Budget

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Please provide the following information.

\* - denotes ineligible CDBG funding activity

\*\* - denotes ineligible HOME funding activity

#### E.1.

| Activities  | CDBG         | HOME   | Cash Applicant Providing | In Kind Services | Other  |
|---|--------------|--------|--------------------------|------------------|--------|
| Acquisition   | \$12,000.00  | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Architectural   | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Relocation  | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Inspection  | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| New Housing Construction*   | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Demolition and Site Improvements**  | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Public Improvements Construction**  | \$162,700.00 | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Housing Rehabilitation  | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Minor Home Repair**   | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Other Professional  | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Housing Infrastructure**  | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Homeownership Assistance  | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Tenant Based Rental Assistance*   | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Office and Utilities (Costs only CDBG eligible for public services activities)**  | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Supplies (Equipment is ineligible)  | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Contractual Services  | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Developer Fee for Housing Development (limited to 10% of total development cost)* | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Project Personnel   | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Program Administration**  | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| TBRA Administration*  | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |
| Other   | \$0.00       | \$0.00 | \$0.00                   | \$0.00           | \$0.00 |

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|  |              |        |        |        |        |
|--|--------------|--------|--------|--------|--------|
|  |              |        |        |        |        |
|  | \$174,700.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

## F. Required Documents

No data saved

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### Required Documents

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Please upload the following files:

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### Documentation

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*\*\*No files uploaded*

By-laws **\*Required**

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Public-Works-Strategic-Plan.pdf

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IRS 990 or 990EZ

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MO Secretary of State Registration **\*Required**

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Pershing Sidewalk CDBG Diagram.pdf

Site Location Map.pdf

**Site pictures**

Site Pictures.pdf

**Letters of commitment**

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**Project personnel resumes \*Required**

Allison.Anderson.Resume.pdf

## Certification

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### Certification

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Please provide the following information.

#### LEAD AGENCY

I certify that I have been authorized by the applicant's governing body to submit this application and that the information contained herein is true and correct to the best of my knowledge.

#### Authorized Name and Title

Molly Fair, Administrative Technician

#### Telephone

(573) 874-7288

#### Authorized Signature

Molly Fair

*Electronically signed by molly.fair@como.gov on 5/5/2023 9:32 AM*