



# TDEC ARP Non-Competitive Grant Town Hall Series 2024

May 9, 2024

# Agenda

- Welcome
- Milestones Update
- Infrastructure Scorecard Update
- Deliverables
- Asset Management Plans
- Site Inspections
- Reporting
- Wrap-up, Grantee Resources, & Q&A

# Meet the Facilitators



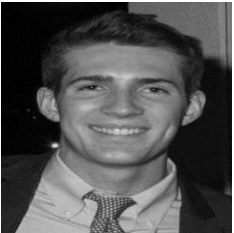
**Vena Jones, PG**  
Manager, State Revolving  
Fund & Water Infrastructure  
Grants



**Chris Marlow, Ph.D.**  
Technical Team Manager, State  
Water Infrastructure Grants



**Jaamal Whittington, EY**  
Procurement



**Cameron Ketchum, EY**  
Deliverables



**Sarah Lawrence, EY**  
Reimbursement



**Darby Miller, Blue Cypress  
Consulting, LLC**  
Asset Management Plans



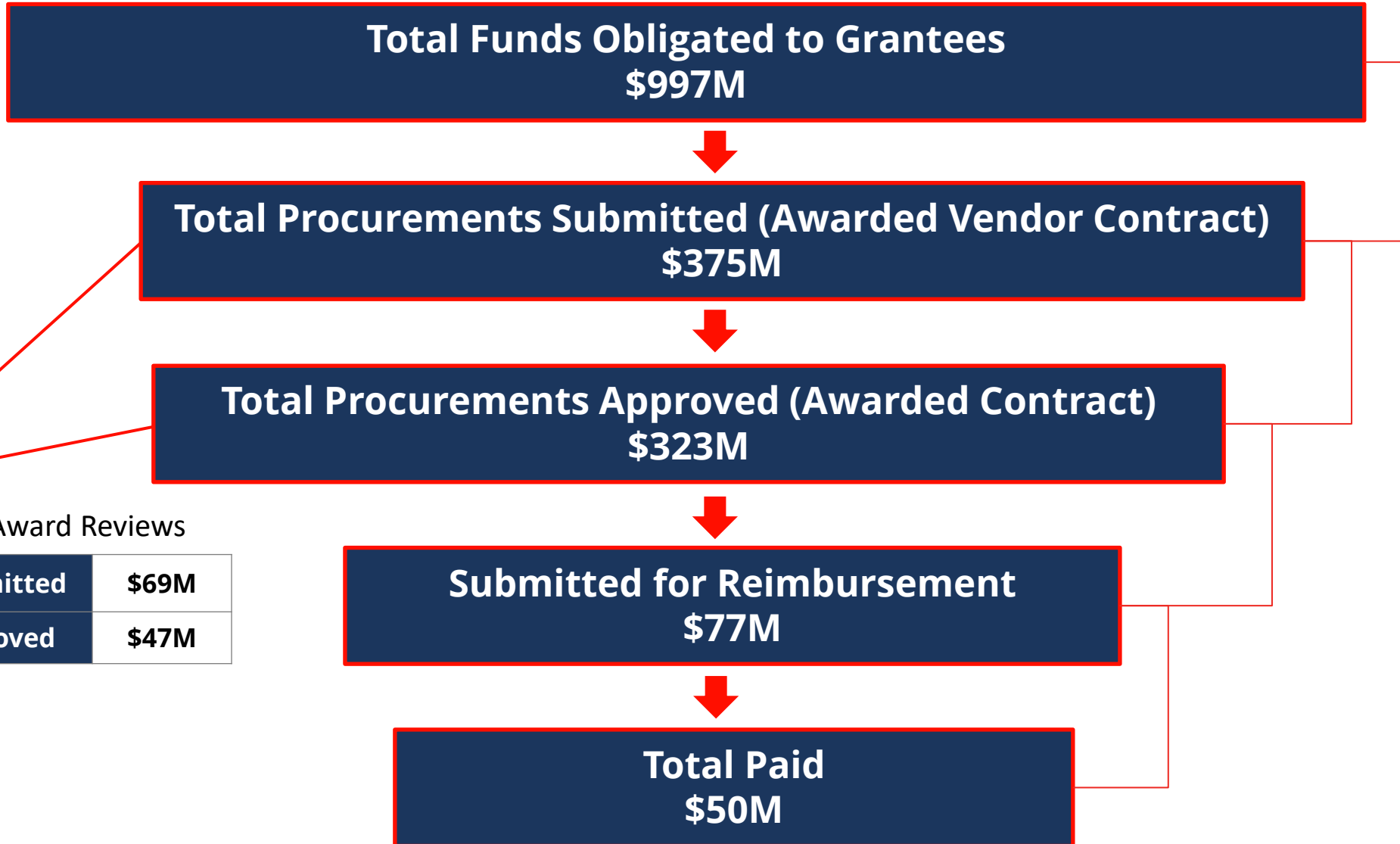
**Jovanni Mahonez, EY**  
Communications



**Christi Telepak, Civil &  
Environmental Consultants, Inc.**  
Site Inspections

# Current Fund Non-Competitive Distribution Status

as of May 9



## Optional Pre-Award Reviews

Pre-Award Submitted	\$69M
Pre-Award Approved	\$47M



# Procurement Status Update

as of May 9

**1086 Approved  
Procurements**

**294 Grants  
1014 Projects**

**Engineering  
Procurements**

**723**

**Construction  
Procurements**

**129**

**Professional  
Services  
Procurements**

**224**

# Reimbursement Status Update

as of May 9

Grantees with  
Submitted  
Reimbursements

139

Reimbursement  
Requests  
Received

258

Reimbursement  
Requests  
Approved

180

Total reimbursements requested: **\$77,069,901**

Total reimbursements paid: **\$49,612,739**



# Non-Competitive Milestone Updates

# Overview of Changes

- TDEC has established new critical milestones for **non-competitive grantees** to demonstrate sufficient progress on grant contracts in order to mitigate completion risk.
- Not reaching these milestones will lead to a further analysis of your grant contract and/or projects. This **may** result in contract or project termination.

## Contract Based

April 30, 2024 – Contract Procurement Requirement

\*Deadline passed

## Project Based

May 30, 2024 – Project Procurement Requirement

May 30, 2024 – Plans and Specifications Requirement

April 30, 2024 – Voluntary Opt-Out

\*Deadline passed

\*Construction only projects.



# Milestone Update: At Risk Summary

as of May 9

Milestone	Grants at Risk <sup>1</sup>		Projects at Risk <sup>2</sup>		Associated Funding <sup>3</sup>	
	#	%	#	%	\$	%
April 30, 2024 – Contract Procurement Requirement	8	2%	31	3%	\$13,376,349.30	1%
May 30, 2024 – Project Procurement Requirement	43 <sup>4</sup>	13%	236	20%	\$108,875,784.36	11%
May 30, 2024 – Plans and Specifications Requirement*	15	4%	18	2%	\$34,773,662.03	3%

Please note the below as it relates to the basis of the above metrics:

<sup>1</sup>Total number of Grants: 337

<sup>2</sup>Total number of Projects: 1163 – note that grant admin projects are excluded for the purposes of these calculations

<sup>3</sup>Total funding for non-competitive program: \$996,909,599

<sup>4</sup>Based on number of grantees with no project level procurements when excluding grant admin





# TN Infrastructure Scorecard

# Tennessee Infrastructure Scorecard

- TDEC partnered with the Tennessee Association of Utility Districts (TAUD) on developing the Scorecard and data analysis of the Scorecard results.
- The Scorecard assesses financial, managerial, operational, and environmental health of a system.
- All water, wastewater, and stormwater systems were required to complete the Scorecard to apply for ARP grants.
- Scorecard summaries for all systems included in ARP grant application were required to be submitted to TDEC with the grant proposal.

# Identifying Critical Needs

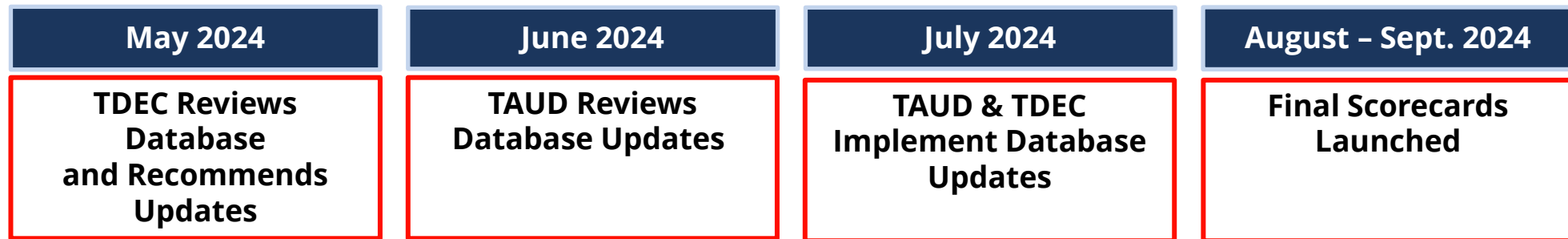
- Five “Critical Needs” identified
  - Significant Non-Compliance
  - Asset Management Planning
  - Water Loss (for Drinking Water Systems)
  - Inflow & Infiltration (for Wastewater Systems)
  - Aging & At-Capacity Systems
- The non-competitive grant program was built around addressing these “Critical Needs.”

ASSET MANAGEMENT		WATER LOSS	
Asset Management Plan	Yes	<b>Unaccounted Water Loss</b>	<b>43%</b>
GIS Mapping	0-25%	Millions of Gallons/year	153.32
Inventory and Condition Assessment	No	Production Cost/year	\$157,919.60
Planned O&M and Work Order System	No		
Meter Testing & Changeouts	Yes		
Capital Improvement Plan & Budget	No		
IT Infrastructure	Yes		
MODERNIZATION			
Drinking Water Plant >80% Capacity			No
Age of Drinking Water Plant	50+ years	Age of Drinking Water Lines, %	25-50%
COMPLIANCE			
Drinking Water Violations			No
State Mandated Compliance Order (Water)			No
Meeting Order Requirements (Water)			N/A

*Sample Scorecard*

# Scorecard Updates

- Each grantee is required to submit a final Scorecard once projects are complete.
- Once all final deliverables are submitted, including the final Scorecard, Grantees will be eligible for additional reimbursement.
- TDEC is working with our partners, TAUD, to update the Scorecard database and improve the customer experience. The expected timeline for the final Scorecard is below:





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# Deliverables



# Deliverables

- Required deliverables vary depending on depending on the water infrastructure type, critical needs, and project award type.
- All deliverables must be uploaded to the Grants Management System (GMS).
- Each utility must submit an Asset Management Plan (AMP) or AMP certification, a capital improvement plan (CIP), a business action plan or a prioritized list of critical needs, and a final TN Infrastructure Scorecard Summary once projects are complete.

<b>Deliverable Examples by Award Type</b>	
<b>Award Type</b>	<b>Deliverable Examples</b>
<b>Investigation and Planning</b>	AMP, CIP, Final scorecard summary, Corrective Action Plan/engineering report (CAP/ER), engineering agreement, preliminary engineering report (PER) or facilities plan (FP)
<b>Investigation, Planning, and Design</b>	AMP, CIP, Final scorecard summary, CAP/ER, engineering agreement, PER or FP, plans and specifications (P&S)
<b>Planning, Design, and Construction</b>	AMP, CIP, Final scorecard summary, CAP/ER, engineering agreement, PER or FP, plan of operations, P&S, site certification
<b>Construction Only</b>	AMP, CIP, Final scorecard summary, Engineering agreement, P&S, plan of operations, site certification

# Deliverables (continued)

- All Preliminary Engineering Reports (PERs) for water and wastewater projects will be reviewed by the Engineering Services Unit (ESU) before the State Water Infrastructure Grants (SWIG unit) review
- During PER review, ESU will determine if the Plans and Specifications (P&S) are subject to ESU review and approval
- ESU-approved deliverables should be uploaded in GMS within the Deliverables activity with the ESU approval memo attached
- The following projects are not subject to ESU review:
  - Stormwater projects
  - In-kind replacement projects
  - Rehabilitation projects not reducing inner pipe diameter by 15% or more

## Important Deliverable Resources

- [ESU Submission Portal](#)
- [Deliverable Quick Reference Guide](#)
- [PER Quick Reference Guide](#)





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# Asset Management Plans (AMPs)

# Asset Management Plans (AMPs)

- Each utility must submit an AMP or AMP Certification Form.
- The AMP Certification Form can be found on pg. 31 of the AMP Guide.
- A complete Asset Management Program that meets the minimum scorecard requirements must be completed by September 30, 2026.

## The Five Core Components of an Asset Management Plan

1. Current State of the Assets – Inventory and Condition Assessment
2. Level of Service
3. Critical Assets
4. Minimizing Life Cycle Costs – Capital Improvement Plan
5. Long-Term Funding Plan – Rate Evaluation

## AMP Resources

- [AMP Guide](#)
- [AMP Minimum Requirements Checklist](#)
- [AMP Frequently Asked Questions](#)

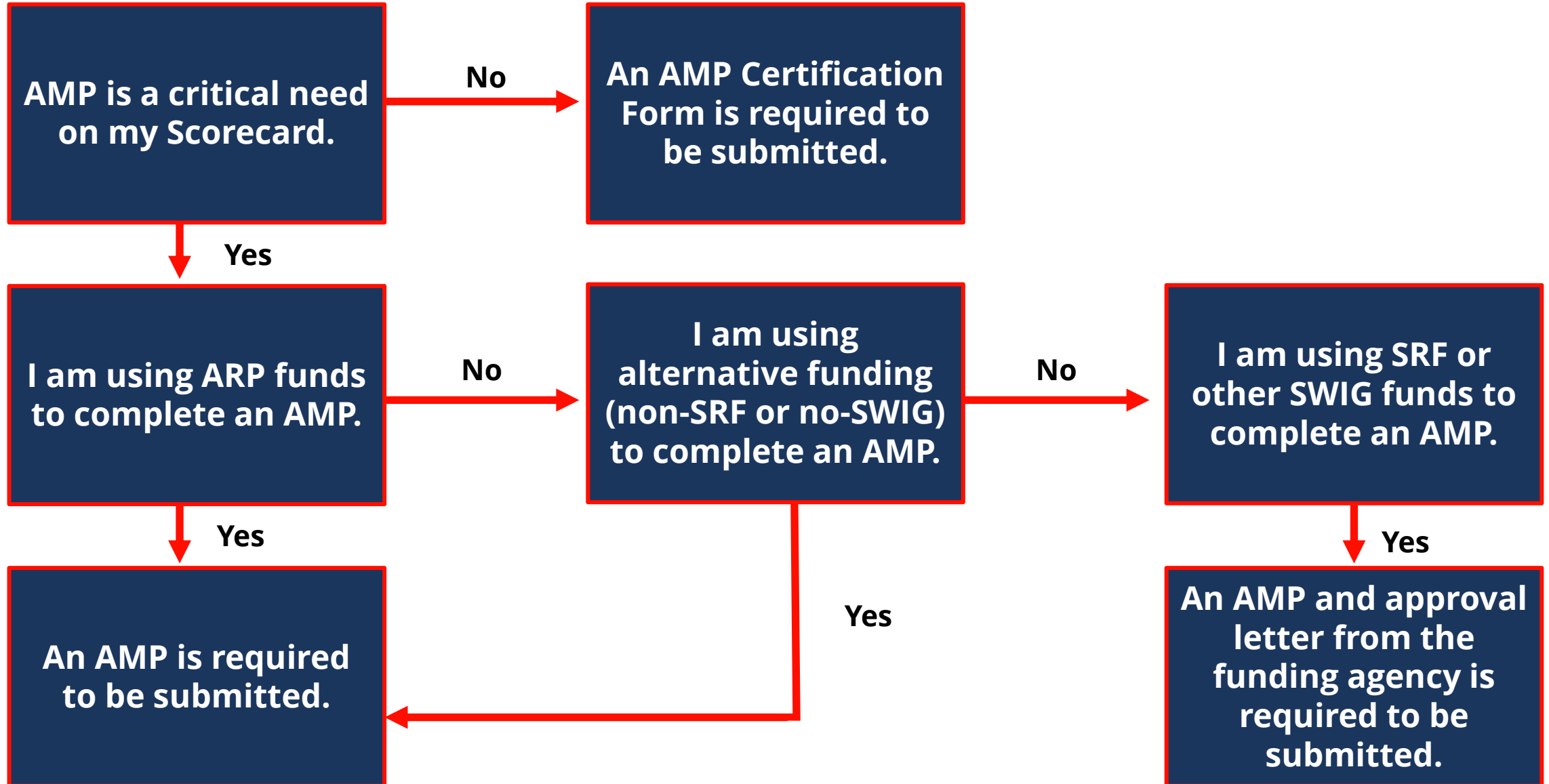
# AMPs – Scorecard Overview and Relationship with the AMP

- Utilities whose Scorecard indicates "**No**" for AMP, have an AMP as a critical need.
- To be considered satisfactory on the Scorecard, a utility must have an AMP that meets the following criteria:
  - Digital map greater than 75% of the system
  - Current asset inventory and condition assessment
  - Planned operation and maintenance
  - Work order system
  - Capital improvement plan and budget
  - Meter testing and changeout program
  - IT infrastructure to support management decision-making

ASSET MANAGEMENT	
Asset Mangement Plan	No
GIS Mapping	0-25%
Inventory and Condition Assessment	No
Planned O&M and Work Order System	No
Meter Testing & Changeouts	Yes
Captital Improvement Plan & Budget	Yes
IT Infrastructure	Yes

***Whether a grantee is submitting an AMP or AMP Certification Form, other critical need areas under Asset Management must be addressed and completed by September 30, 2026.***

# AMPs – What will I submit to verify comprehensive AMP?



# AMPs – What documents are required for each submittal category?

AMP Document Submittal		
Form Name	Submission Requirement	Format
<b>AMP Certification Form</b>	Form completed with the appropriate signatures	PDF
<b>Asset Management Plan</b>	Comprehensive plan document or individual Drinking Water, Wastewater and/or Stormwater plan documents	PDF
	Tennessee Asset Management Inventory Workbook(s) (if utilized and applicable)	PDF or Excel
<b>AMP and TDEC Approval Letter</b>	Comprehensive plan document or individual Drinking Water, Wastewater and/or Stormwater plan documents	PDF
	TDEC approval letter from the reviewing funding agency	PDF



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# Site Inspections



# Site Inspection Update

- TDEC has partnered with **Civil Environmental Consultants, Inc. (CEC)** to lead the site inspection process moving forward.
- Grantees should not experience any disruption in the site inspection process as the transition from EY to CEC has already occurred.
- Grantees should continue to request site inspections in GMS as projects approach their designated milestones.
- Please continue to reach out to us at [tdec.arp@tn.gov](mailto:tdec.arp@tn.gov) for site inspection questions and we will connect you with our new lead, Christi Telepak.

# Site Inspections

- Site inspections are required for all **construction-only projects and planning, design, and construction projects** receiving ARP grant funds for construction activities.
- Grantees can make site inspection requests in GMS using the site inspection activity at the bottom of the grant application's Manage Projects tab. Grantees will provide:
  - Preferred date of the site inspection
  - Project manager's contact information
  - Location of the inspection
  - ARAP or NPDES General Construction permit numbers (if applicable)



# Site Inspections (continued)

- Site inspections should be requested as projects approach the following milestones:
  - Project start (20-30% project progress)
  - Initiation of operations (75-90% project progress)
  - Project closeout (construction completion)
- Final closeout inspections for all projects with construction must be requested **at least 60 days (August 1, 2026)** before the contract end date (September 30, 2026).
- Inspections must occur during the eligible performance period (on or after March 3, 2021 through September 30, 2026).

# Site Inspections (continued)

## Evaluation Criteria

1. Observed construction activities align with the approved contractual scope of the project
2. Grantee progress reports match the work observed during the site inspection
3. Completed or in-progress activities align with the project milestones defined in the project contract
4. Grantee contractors have the documentation and processes in place to fulfill the proposed scope of work
5. Required signage is present at the construction site

### Required Signage for Inspections

- Comptroller's Waste, Fraud, and Abuse Hotline Notice
- Project Wage Rate Sheet
- Davis-Bacon wage decision (if applicable, >\$10M)
- Notice to All Employees (WH1321)
- SWIG project sign

### Required Documentation for Inspections

- Approved set of plans
- ARAP permit (if applicable)
- Construction General permit Notice of Coverage (if applicable)
- Daily log
- Approved shop drawings
- Red-lined drawings (if applicable)
- Materials testing results (if applicable)



# Reporting

# Reporting

- All Quarterly Progress Reports, Annual Reports, or requested Final Reports should include the following:
  - Grantee name
  - Grant contract's Edison identification number
  - Total grant funding amount spent-to-date
  - Partners, project owners, or other responsible parties
  - A narrative section, **by individual project**, that describes:
    - Individual project goals and outcomes, including whether project addressed identified critical needs
    - Successes and setbacks
    - Defined Key Performance Indicators (KPIs) to determine progress
    - Construction start dates, Mid-point dates, Initiation of Operation dates, and Close-out dates if other than Initiation of Operations
    - Activities not completed
    - Any individual projects not started to date
    - Other relevant details requested by TDEC

# Reporting (continued)

- TDEC will be releasing new and updated resources to support Grantees as they develop required reports including:
  - Reporting Quick Reference Guide
  - Reporting Template
  - Updates to the GMS User Guide
- New reporting resources will be available in June



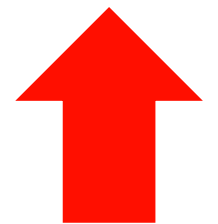
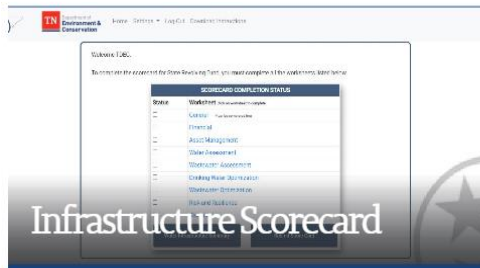
# Q&A, Resources, & Feedback Survey

# Live Q&A

- We will begin the Q&A with pre-submitted questions. Once we have answered those questions, please feel free to use the raise hand function to ask a question.
- You may also use the chat for any comments, questions, or insights related to the topics presented today.

# Additional Resources

- The [TDEC ARP website](https://www.tn.gov/environment/arp.html) is updated frequently with new information related to the Non-Competitive and Competitive Grant Programs
- The resources page includes many implementation materials for grant recipients, including:
  - ❑ Implementation Guidance
  - ❑ AMP Guidance
  - ❑ Quick Reference Guides
  - ❑ Workshop and Webinar Materials
  - ❑ Demonstrations and Tutorials



<https://www.tn.gov/environment/arp.html>



# Feedback Survey

- Thank you for attending today's town hall!
- Please take 5 minutes to complete the [feedback form](#).
- Your feedback helps us plan additional town halls and provide you with the most relevant resources and information.
- Contact our team with any specific questions at [TDEC.ARP@tn.gov](mailto:TDEC.ARP@tn.gov).

## May ARP Town Hall Feedback Survey

