

SOUTHEAST PBC COASTAL RESILIENCE PARTNERSHIP

2019 Timeline

Prepared by Rebecca Harvey, City of Boynton Beach

Date	ILA/WPA	LWB Procurement	FDEP Grant
August 14		LWB Fiscal Agent Meeting, begin procurement discussion	
August 15	WG Meeting		
August 21	DB Attorney review ILA	Rebecca give draft of RFP to WG	
August 27	LWB Finance Director reviews WPA, add details of fiscal agency		
August 30		WG send RFP revisions to Rebecca	
September 3	Lindsey gives ILA/WPA to BR Attorney to review		
September 5			Rebecca update FDEP with timeline for grant execution
September 9	BR Attorney completes review of ILA/WPA		
September 10	BB, DB, LA, LWB, PBC give ILA/WPA to Attorneys (1 week deadline)		BB and LWB discuss details of finances and grant administration
September 17	Deadline for BB, DB, LA, LWB, PBC Attorneys to complete review of ILA/WPA – give back to BR	Rebecca send RFP back to WG for final comments and revisions	
September 20	BR Attorney complete ILA/WPA revisions – FINAL versions ready to circulate for signatures.	WG gives final RFP to LWB.	
October 1	BB and LWB present ILA/WPA, (and Grant Agreement) to City Commissions. All other Work Plan members report expected dates of ILA/WPA approval	LWB sends RFP out for bid.	
October 2			BB sends signed grant agreement back to FDEP
October 16			Final executed agreement from FDEP. Can begin work.
December		WG Evaluates RFP proposals and makes recommendation to LWB purchasing manager	
January 6, 2020		Signed contract with CCVA consultant.	

List of Acronyms

CAO = City Attorneys Office

ILA = Interlocal Agreement

SC = Steering Committee

WG = Working Group

WPA = Work Plan Agreement

BB = Boynton Beach

BR = Boca Raton

DB = Delray Beach

HB = Highland Beach

LA = Lantana

LWB = Lake Worth Beach

OR = Ocean Ridge

PBC = Palm Beach County