



DEPARTMENT OF
HOUSING



CDBG-MIT

INFRASTRUCTURE MITIGATION PROGRAM

OPERATIONS AND MAINTENANCE (O&M)

PRELIMINARY PLAN FORM

October 3, 2022

V.1

INFRASTRUCTURE MITIGATION PROGRAM APPLICATION – O&M PRELIMINARY PLAN

Section V.A.(2)(a)(10) of Federal Register Vol. 84, No. 169 (August 30, 2019), 84 FR 45838, 45848 requires grantees to plan for long-term operation and maintenance (**O&M**) of infrastructure and public facility projects funded with CDBG-MIT funds and include in its Action Plan a description of how it will fund long term operation and maintenance of CDBG-MIT projects.¹ Additionally, the grantee must describe any State or local resources that have been identified for the operation and maintenance costs of projects assisted with CDBG-MIT funds. Applicant must exclude O&M Costs from the total estimated project cost.

This document compiles information required for the Puerto Rico Department of Housing (**PRDOH**) to determine preliminary compliance with U.S. Department of Housing and Urban Development (**HUD**) requirements related to the O&M of the proposed project under the Application. Compliance with the O&M requirements affects the project's eligibility under CDBG-MIT. Also, PRDOH will require the Applicant to submit a complete and compliant O&M Plan, which will require PRDOH approval before committing CDBG-MIT funds to the project.

Requirements for the O&M are based on the current CDBG-MIT Operations and Maintenance Plan Guide.

Filing Instructions:

Applicants must complete all sections of this Form to the best of their knowledge to be considered for the CDBG-MIT Infrastructure Mitigation Program. This Form will serve to document basic O&M information required to determine compliance with this CDBG-MIT eligibility criteria.

If additional space is necessary, the Applicant may submit an attachment with the required information. Please specify the attachment in which the information is being included in the field for the section.

APPLICANT INFORMATION

ENTITY NAME **Administración de Servicios Médicos de Puerto Rico (ASEM)**

UNIQUE ENTITY ID (UEI) **ZLL1T4L24WD5**

PROJECT INFORMATION

PROJECT NAME **Trauma Center**

MUNICIPALITY **San Juan**

¹ The CDBG-MIT Action Plan is available in the PRDOH website in English and Spanish at <https://cdbg-dr.pr.gov/en/cdbg-mit/> and <https://cdbg-dr.pr.gov/cdbg-mit/>.

OPERATION AND MAINTENANCE REQUIREMENTS DURING APPLICATION

PRELIMINARY ESTIMATE OF USEFUL LIFE AND COSTS ASSOCIATED WITH O&M ACTIVITIES.

- Describe a preliminary estimate of the useful life of the project and O&M costs associated to the project using project-specific industry standard practices.

Preliminary estimate of the useful life of the project and O&M costs associated to the project is 50 years using the Appendix D, Project Useful Life Summary FEMA, BCA Reference Guide.

PROPOSED RESPONSIBLE ENTITIES

- Describe the proposed entity(-ies) responsible of the O&M activities.
- Describe the entity's current capacity for carrying out similar O&M activities (related to their staffing, funds, management structure, etc.).

The proposed entity responsible of the O&M activities is ASEM, Engineering and Conservation Office either with the inhouse personnel or contracting external companies to perform activities that require specialized personnel or equipment. Our engineering staff includes electricians, HVAC technicians, mechanical utilities workers and general handyman. Also, we subcontract a HVAC maintenance company, elevators maintenance, fire alarm maintenance and janitorial & landscape work.

PROFORMA (PROJECTION OR FORECAST) OF BUDGET AND REVENUE

- Describe the projected sources of revenue and other sources of funding that are expected to support the O&M activities for the useful life of the project.
- In the case of Covered Projects², the budget calculations must provide detail at the individual O&M task level and schedule over the useful service life of the project.

The funding source for the O&M activities are from internal revenue from the services provided to patients and other medical institutions in the Puerto Rico Medical Center Complex. The estimate budget for the O&M is currently around \$10 million including the following: \$2.3 million for the inhouse maintenance, \$1.5 millions for HVAC O&M, \$3 millions for housekeeping and landscape, \$250,000 for elevators O&M and 2.95 million for other services

² Notice 84 FR 45838 defines a Covered Project as an infrastructure project having a total project cost of \$100 million or more, with at least \$50 million of CDBG funds (regardless of source (CDBG-DR, CDBG-National Disaster Resilience (NDR), CDBG-MIT, or CDBG)). According to HUD, an "infrastructure project," as it relates to Covered Projects, is an activity or group of related activities that develop the physical assets that are designed to provide or support services to the general public in the following sectors: surface transportation, including roadways, bridges, railroads, and transit; aviation; ports, including navigational channels; water resources projects; energy production and generation, including from fossil, renewable, nuclear, and hydro sources; electricity transmission; broadband; pipelines; stormwater and sewer infrastructure; drinking water infrastructure; and other sectors as may be determined by the Federal Permitting

Improvement Steering Council. Infrastructure projects that meet the definition of a Covered Project must be included in the action plan or a substantial action plan amendment. 24 C.F.R. §58.32 (a)

O&M REQUIREMENTS DURING APPLICATION – ONLY REQUIRED FOR COVERED PROJECTS

O&M TASKS

- Based on the project's level of completeness, describe the O&M tasks required over the useful life of the project. Description of the O&M tasks should contain as much detail as possible based on the level of project completion.

The O&M tasks required over the useful life of the project are: For the HVAC systems includes changing filters, coils and fan housing cleaning, calibration and balance, condensate water treatment, cooling tower cleaning and related activities. For the electrical system includes operating and testing the automatic transfer switch, switchgear and breakers, monitor the loads connected to system, substation maintenance including transformer testing, main busbars cleaning and checking breaker relay parameters, replacing lighting fixtures and other related items. For the plumbing systems includes the testing and operation of the fire pump and sprinkler system, checking and cleaning the main water storage tanks, maintenance, repairs and calibration of the water pumps, repair and replacement of faucets and other plumbing fixtures. For the building includes walls repair and painting, general housekeeping of the facilities and other miscellaneous repairs.

FUNDING SOURCES FOR O&M ACTIVITIES

- Describe, if applicable, any borrowing authority, retargeting of existing financial resources, proposed changes to tax policy or practices required, or any State or local resources identified to pay or provide the O&M costs and resources.

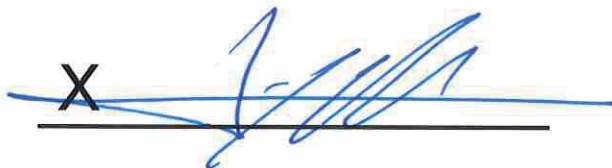
The funding source for the O&M activities are from internal revenue from the services provided to patients and other medical institutions in the Puerto Rico Medical Center Complex. Borrowing authority will depend on the contractor's policy and type of service.



Applicant Certifications

Check	
<input checked="" type="checkbox"/>	I hereby understand that the Operations and Maintenance Plan is a HUD National Objective compliance aspect and understand that failure to comply could result in a potential re-payment of CDBG-MIT funds to PRDOH. I also understand that not meeting this National Objective may affect my eligibility to receive CDBG-MIT funds for the proposed project.
<input checked="" type="checkbox"/>	I hereby understand that specific requirements and elements are required for the Operations and Maintenance Plan, and I am familiarized with those requirements as defined under Appendix A of the CDBG-MIT Operations and Maintenance Guide.
<input checked="" type="checkbox"/>	I hereby understand that completion of the application or this Form does not guarantee my eligibility for this Program. Further, I understand that participation in the Infrastructure Mitigation Program is voluntary and that I may withdraw at any time. I also understand that if I choose to withdraw from participating in the Program, federal law states that I must return any funds CDBG-MIT disbursed to me.

My signature below indicates that I have read, understood, and agree to all statements in this Form. I affirm that all information provided in this Form is true and accurate to the best of my knowledge. I agree to hold harmless PRDOH and the CDBG-MIT Infrastructure Mitigation Program, its employees, agents, and assignees from liability for any damages that may arise as a result of my participation in the CDBG-MIT Infrastructure Mitigation Program.



Primary Applicant Signature

Date

Warning: Any person who knowingly makes a false claim or statement to HUD may be subject to civil or criminal penalties under 18 U.S.C. §287, §1001 and 31 U.S.C. §3729.