

 **Miami-Dade**  
**Transportation Planning Organization**  
111 NW 1st Street, Suite 920  
Miami, Florida 33128

May 30, 2018

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**Miami-Dade TPO**  
Executive Director  
Aileen Bouclé, AICP

Mr. Rafael Casals, CFM  
Town Manager  
Town of Cutler Bay  
10720 Caribbean Boulevard, Suite 105  
Cutler Bay, FL 33189

**SUBJECT: FY 2019 SMART Moves Program Award**

Dear Mr. Casals:

The Miami-Dade Transportation Planning Organization (TPO) Governing Board, at their April 26, 2018 meeting, approved the FYs 2019 and 2020 Unified Planning Work Program (UPWP) for Transportation. This document is available on the TPO web site at: <http://miamidadetpo.org/library/reports/upwp/2019-2020-unified-planning-work-program-2018-04-20.pdf>. The FYs 2019 and 2020 UPWP includes an award to the Town of Cutler Bay up to \$50,000 to conduct the "Town of Cutler Bay Mobility Hubs Plan" under Task 5.2 "SMART Moves Program".

Please submit a detailed Scope of Services, Project Schedule and Project Cost Budget, indicating local match requirements, to Jeannine Gaslonde, TPO Project Manager for Cutler Bay. These required documents will be incorporated into the draft Interlocal Agreement, which will be returned to you for your signature. A Notice to Proceed Letter will be provided to the Town once the Interlocal Agreement is fully executed by both parties. As a condition of awarding these funds, the Town must provide a 28.57% minimum match, as provided in your proposal. No work shall commence until the Interlocal Agreement and receipt of the Notice to Proceed letter are finalized.

Thank you for participating in the SMART Moves Program. We look forward to working with you and your staff in producing an important transportation-related end product. Should you have any questions, or require additional information, please do not hesitate to contact me at 305-375-4507.

Sincerely,

  
Aileen Bouclé, AICP  
Executive Director

c. Lisa Colmenares, TPO Program Development Manager  
Jeannine Gaslonde, TPO Project Manager, Cutler Bay