



Office of the Town Manager

Rafael G. Casals, CFM  
Town Manager

August 30, 2017

Florida Department of Agriculture and Consumer Services  
Purchasing Office  
507 South Calhoun Street  
Mayo Building – Room SB-8  
Tallahassee, Florida 32399-0800

**RE: FY2017 Urban and Community Forestry Grant**

To Whom it May Concern:

Enclosed, please find the Town of Cutler Bay's application for funding through the FDACS 2017 Urban and Community Forestry Grant Program.

The Town is requesting \$10,000 to install Florida Native trees/palms at Lakes by the Bay (LBTB) Park located at 8551 SW 216 Street Cutler Bay, FL 33189; bordering the beautiful wetlands of Biscayne Bay. The approximately nineteen (19) acre parcel of land is currently cleared with no trees and features an approximately twenty-one (21) acre natural lake lines by mangroves that attract an array of endangered and migratory birds.

As directed we are providing you with one (1) original and five (5) copies of our grant application. If you have any questions regarding the grant application, please do not hesitate to contact our Grants Coordinator, LaKeesha Morris via email at [lmorris@cutlerbay-fl.gov](mailto:lmorris@cutlerbay-fl.gov) or at 305-234-4262.

Sincerely,

Rafael Casals, CFM  
Town Manager




ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Division of Administration

APPLICATION FOR FEDERAL FINANCIAL ASSISTANCE SUBAWARD

2 CFR 200

1. Federal Financial Assistance Funding Opportunity Number: 17-DG-11083112-001		2. Amount of funds requested for this project: \$10,000	
3. Subrecipient Legal Name: Town of Cutler Bay			
4. Subrecipient FEIN: 02-0768791	5. Subrecipient DUNS Number: 789019275	6. Subrecipient Registered in SAM : Yes	
7. Street Address: 10720 Caribbean Blvd. #105			
8. City: Cutler Bay	9. State: FL	10. Zip Code plus 4: 33189-1257	
11. Mailing address (If different from above): same			
12. Phone Number: 305-234-4262		13. Fax Number: 305-234-4251	
14. Is the subrecipient delinquent on any federal debt? No	15. Costing Sharing (Match): \$10,000	16. Congressional District: FL-27	
17. Name and contact information of person to be contacted on matters involving this application: Name: LaKeesha Morris, Grant Coordinator Phone Number: 305-234-4262 Email: lmmorris@cutlerbay-fl.gov			
18. Subrecipient Type: (Circle one) Indian Tribal Government    Individual    Institution of Higher Education <u>Local Government</u> Non-Profit Organization    State Government    Other			
19. Descriptive Title of Subrecipient Project: Lakes by the Bay Park - Tree Canopy Project			
20. Funding Period:	Start Date 10/31/2017	End Date 9/30/2018	
21. Location of Proposed Program/ Project: Lakes by the Bay Park - 8551 SW 216 Street Cutler Bay, FL 33189			
22. Total # of full-time employees: 1		23. Total # of part-time employees: 1	
24. Is your organization a 501(c)(3) tax exempt organization? Yes			
25. Has your organization previously received federal financial assistance from FDACS? Yes			
26. By signing this application, I certify that the statements herein are true, complete and accurate to the best of my knowledge. I have also provided the required attachments and assurances. I agree to comply with all terms and conditions if I accept an award.			
Authorized Representative Name: Rafael G. Casals		Title: Town Manager	
Phone Number: 305-234-4262		Email: rcasals@cutlerbay-fl.gov	
Signature of Authorized Representative: 			Date Signed: 8/30/17





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**KEY CONTACT FORM**

2 CFR 200

<b>Federal Financial Assistance Funding Opportunity Number:</b> 17-DG-11083112-001		<b>Subrecipient FEIN:</b> 27-0768791	
<b>Subrecipient Legal Name:</b> Town of Cutler Bay			
<b>Contact Project Role: Authorized Representative</b>			
<b>Name:</b> Rafael G. Casals			
<b>Title:</b> Town Manager		<b>Phone Number:</b> 305-234-4262	<b>Fax Number:</b> 305-234-4251
<b>Street Address:</b> 10720 Caribbean Blvd. #105			
<b>City:</b> Cutler Bay	<b>State:</b> FL	<b>Zip Code plus 4:</b> 33189-1257	
<b>Mailing address (If different from above):</b> same			
<b>Contact Project Role: Grant Manager</b>			
<b>Name:</b> LaKeesha Morris			
<b>Title:</b> Grants Coordinator		<b>Phone Number:</b> 305-234-4262	<b>Fax Number:</b> 305-234-4251
<b>Street Address:</b> 10720 Caribbean Blvd. #105			
<b>City:</b> Cutler Bay	<b>State:</b> FL	<b>Zip Code plus 4:</b> 33189-1257	
<b>Mailing address (If different from above):</b> same			
<b>Contact Project Role: Fiscal Contact</b>			
<b>Name:</b> Robert Daddario			
<b>Title:</b> Finance Director		<b>Phone Number:</b> 305-234-4262	<b>Fax Number:</b> 305-234-4251
<b>Street Address:</b> 10720 Caribbean Blvd. #105			
<b>City:</b> Cutler Bay	<b>State:</b> FL	<b>Zip Code plus 4:</b> 33189-1257	
<b>Mailing address (If different from above):</b> same			

<b>Contact Project Role: Principal Investigator</b>		
<b>Name:</b> Alfredo Quintero		
<b>Title:</b> Public Works Director	<b>Phone Number:</b> 305-234-4262	<b>Fax Number:</b> 305-234-4251
<b>Street Address:</b> 10720 Caribbean Blvd. #105		
<b>City:</b> Cutler Bay	<b>State:</b> FL	<b>Zip Code plus 4:</b> 33189-1257
<b>Mailing address (If different from above):</b> same		





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**PROJECT NARRATIVE**

2 CFR 200

<b>1. Federal Financial Assistance Funding Opportunity Number:</b> 17-DG-11083112-001	<b>2. Amount of funds requested for this project:</b> \$10,000
<b>3. Subrecipient Legal Name:</b> Town of Cutler Bay	
<b>Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.</b>	
<p><b>Project Narrative:</b></p> <p>The Town of Cutler Bay is requesting \$10,000 to install Florida Native trees/palms at Lakes by the Bay (LBTB) Park located at 8551 SW 216 Street Cutler Bay , FL 33189; bordering the beautiful wetlands of Biscayne Bay. The approximately nineteen (19) acre parcel of land is currently cleared with no trees and features an approximately twenty-one (21) acre natural lake lines by mangroves that attract an array of endangered and migratory birds. The Town is conducting a series of four (4) public involvement meetings to design an environmentally sensitive passive park that includes a Canoe/Kayak Launch; Pavilions with educational signs; previous walking paths; and parking. This \$400,000 project is being partially funded by a \$200,000 FDEP Land &amp; Water Grant. Residents request that the Town re-introduces Native Trees (Hardwood Hammock) that will create canopy, and also serve as a refuge for the birds that visit the wetlands. This sentiment has been echoed by the Town's Parks and Recreation Advisory Committee (see attached meeting minutes). Funding from the FDACS will allow the Town to incorporate this valuable input from the community.</p> <p>The Town will meet the following objectives/outcomes (1) Plant Florida Native Trees: Demonstrate proper urban forestry principles and introduce salt tolerant trees that will create canopy and create a sanctuary for wading birds (i.e. red shouldered hawks, ospreys, ibis, egrets). (2) Educate the Public: The Town will install educational signs in the planned Pavilions and/or near the planted trees to promote the use of Florida Native trees on private property. Plan of Action: (Planning and Design: July 2017-November 2017) The Town is working with a firm that has developed three renderings for the property including landscaping (see attached rendering of the most popular plan). The Town is considering tropical species such as mahogany (Swietenia mahagoni), gumbo limbo (Bursera simaruba), and live oak (Quercus virginiana). (Permitting: December 2017-March 30, 2018) The Town will finalize the plans and complete permitting of the project. (Planting: April 1, 2018-August 31, 2018) The Town has procured a landscaping company that is able to provide, plant, and maintain the selected trees in accordance with the final plans from the consulting firm (Marlin Engineering) . The Town will not need to secure any additional bids for this project. (Project Closeout: September 1 - 30, 2018) The Town will submit all final project documents and invite FDACS conduct final inspection. The Town's Parks and Recreation committee has established contact with representatives from the Nature Conservancy and Everglades National Park as potential project partners. These two agencies have provided feedback regarding the types of trees that will be preferred on the land; and their input will be considered during the final planning and design.</p> <p>This project is overseen by the Public Works Director, Mr. Alfredo Quintero Jr., ISA Certified Arborist # FL-6489A, expires December 31, 2018. Mr. Quintero attends public involvement meetings, coordinates with all consultants, and inspects trees prior to planting (15% time commitment). The Grants Coordinator, LaKeesha Morris will coordinate the grant execution process, track time-line and expenses, and submit all required reports (10% time commitment). The Town has four (4) years of experience successfully implementing FDACS projects. This will be the Town's second year requesting funding for tree planting. Cutler Bay is a Tree City (since 2009) and Growth Award Recipient (since 2012). The Town has planted over 3,500 new trees since adopting our Tree Master Plan in 2009. Our goal is to plant 6,724 trees to reach 100% canopy.</p>	





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Division of Administration

**SCOPE OF WORK**

2 CFR 200

<b>1. Federal Financial Assistance Funding Opportunity Number:</b> 17-DG-11083112-001	<b>2. Subrecipient FEIN:</b> 27-0768791
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**3. Subrecipient Legal Name:**  
Town of Cutler Bay

**Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.**

Performance Measures					
Deliverable #	Tasks	Task Description	Indicator	Costs per Unit	Outcome Measures
1	Planting	Plant up to 25 Trees	Trees	\$600 - \$800	Proof of Payment , Pictures of Installed Trees

**Describe in detail the activity or work to be conducted.**

The Town will plant up to 25 trees. Costs are estimated as follows:

Live Oak \$800 each x approximately 12  
Gumbo Limbo \$600 each x approximately 8  
Mahogany \$650 each x approximately 5

Total Estimated Cost for Planting = \$17,650 (includes purchase, delivery, installation, and grow in maintenance)

Total Estimated Cost for In-Kind Match = \$2,350

Total Budget: \$20,000

The Town will bill \$500 per tree to the FDACS Grant, and will use the balance as cash match.

In accordance with FDACS Specifications;

- Trees/palms shall be Florida Grade #1 or equivalent (Florida Division of Plant Industry, Grades and Standards).
- Trees shall not exceed a 4-inch caliper. Palms shall not be taller than 16 feet, clear trunk.
- Minimum tree size is 1 and 1/2 inch caliper, in at least a 15 gallon container.
- At least three tree species native to the area and suitable for the site and objective shall be planted.
- Trees listed on the Exotic Pest Plant Council's MOST RECENT list of Florida's Invasive Species shall not be planted.

The Town has removed all invasive species from the property.



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**BUDGET PLAN NARRATIVE**

2 CFR 200

Federal Financial Assistance Funding Opportunity Number: 17-DG01183112-001		Subrecipient FEIN: 02-0768791
Subrecipient Legal Name: <b>Town of Cutler Bay</b>		
<b>Direct Costs</b>		
Personnel Costs		n/a
	Example	n/a
	Example	n/a
Fringe Benefits		n/a
Travel (if authorized)		n/a
Equipment (if authorized)		n/a
Supplies		n/a
Contractual (if authorized)		Town Landscape Vendor will install up to 25 trees of a minimum of 3 species. Cost will include purchase, delivery, installation, and grow-in maintenance. Estimated Total Cost: \$17,650 (Grant: \$10,000/Match: \$7,650)
Other Expenses		In-Kind Match from Town for public education activities, staff time, and planning expenses: \$2,350
<b>Indirect Costs</b>		
Indirect Charges		n/a



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**BUDGET PLAN**

2 CFR 200

<b>Federal Financial Assistance Funding Opportunity Number:</b> 17-DG-11083112-001				<b>Subrecipient FEIN:</b> 02-07689791	
<b>Subrecipient Legal Name:</b>					
Category	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total Estimated Budget
Personnel					
Fringe Benefits					
Travel (if authorized)					
Equipment (if authorized)					
Supplies					
Contractual (if authorized)	\$0	\$0	\$0	\$10,000	\$10,000
Other Expenses					
<b>Total Direct Charges</b>	\$0	\$0	\$0	\$10,000	\$10,000
Indirect Charges				\$0	\$0
<b>Total Amount</b>					





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**KEY PERSON / STAFF**

2 CFR 200

An individual form must be completed for each key person/staff member. Include an estimate of the number of hours or percentage of time devoted to the project.

Federal Financial Assistance Funding Opportunity Number:  
17-DG-11083112-001

Subrecipient FEIN:  
02-0768791

Subrecipient Legal Name:  
Town of Cutler Bay

Person Name: Alfredo Quintero	Title: Public Works Director	Hours or % of time devoted to the project: 15%
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Phone Number:  
305-234-4262

Email Address:  
aquintero@cutlerbay-fl.gov

**Qualifications:**

Alfredo Quintero is the Town's Public Works Director and ISA Certified Arborist (2012 to Present). Mr. Quintero has a Master's Degree in Civil Engineering from Florida International University. Some of his industry certifications include; State Certified General Contractor, State Certified Roofing Contractor, Certified Flood Plain Manager, FSA Florida Stormwater Operator Levels I and II, Stormwater Erosion and Sedimentation Control Inspector, GI-BMP Certification, Florida Commercial Fertilizer License.

As the Town's Public Works Director, Mr. Quintero is responsible for the design, construction, management and maintenance of the Town's infrastructure, including streets, landscaping, sidewalks and storm drains. In addition, the Public Works Department manage community volunteer programs for beautification and clean-up projects. The permitting section reviews and issues permits including paving and drainage, driveway approach, and utility plans, through the Building Department. The department also assists with information or questions regarding street signs, street lights, and flood maps.

Under Mr. Quintero's management, the Public Works Department has earned 18 industry awards for various roadway and drainage improvement projects; including Mr. Quintero's award of Project Manager of the Year. The Town has also been a Tree City USA since 2009, and has received the Growth Award each year since 2012.



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**KEY PERSON / STAFF**

2 CFR 200

An individual form must be completed for each key person/staff member. Include an estimate of the number of hours or percentage of time devoted to the project.

Federal Financial Assistance Funding Opportunity Number:  
17-DG-11083112-001

Subrecipient FEIN:  
02-0768791

Subrecipient Legal Name:  
Town of Cutler Bay

Person Name:  
LaKeesha Morris

Title:  
Grants Coordinator

Hours or % of time devoted to  
the project: 10%

Phone Number:  
305-234-4262

Email Address:  
lmorris@cutlerbay-fl.gov

**Qualifications:**

LaKeesha Morris has worked as the Grants Coordinator for the Town of Cutler Bay since 2013. Ms. Morris has a Masters of Social Work degree from Florida International University. In 2016, she has earned the esteemed Grant Professional Certified designation from the Grant Professional Certification Institute.

Ms. Morris is responsible for working with the Directors of each Town Department to identify and develop grant proposals. She is also responsible for grant reporting and ensuring that the Town meets all contractual requirements.





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Division of Administration

**PERFORMANCE SITE / LOCATIONS**

2 CFR 200

<b>Federal Financial Assistance Funding Opportunity Number:</b> 17-DG-11083112-001		<b>Subrecipient FEIN:</b> 27-0768791	
<b>Subrecipient Legal Name:</b> Town of Cutler Bay			
I am submitting an application as an individual, and not on behalf of a company, state, local, or tribal government, academia, or other type of organization.			<b>Check Box</b> <input type="checkbox"/>
<b>Project/Performance Site Primary Location</b>			
<b>Street Address:</b> 10720 Caribbean Blvd. #105			
<b>City:</b> Cutler Bay	<b>State:</b> FL	<b>Zip Code plus 4:</b> 33189-1257	
<b>Mailing address (If different from above):</b>			
<b>Phone Number:</b> 305-234-4262	<b>Fax Number:</b> 305-234-4251	<b>County:</b> Miami-Dade	<b>Project/Performance Site Congressional District:</b> FL-27
<b>Project/Performance Site Location 1</b>			
<b>Street Address:</b> 8551 SW 216 Street (Lakes by the Bay Park)			
<b>City:</b> Cutler Bay	<b>State:</b> FL	<b>Zip Code plus 4:</b> 33189	
<b>Mailing address (If different from above):</b> 10720 Caribbean Blvd. #105 Cutler Bay, FL 33189-1257			
<b>Phone Number:</b> 305-234-4262	<b>Fax Number:</b> 305-234-4251	<b>County:</b> Miami-Dade	<b>Project/Performance Site Congressional District:</b> FL-27
<b>Project/Performance Site Location 2</b>			
<b>Street Address:</b> n/a			
<b>City:</b>	<b>State:</b>	<b>Zip Code plus 4:</b>	
<b>Mailing address (If different from above):</b>			
<b>Phone Number:</b>	<b>Fax Number:</b>	<b>County:</b>	<b>Project/Performance Site Congressional District:</b>
<b>Project/Performance Site Location 3</b>			
<b>Street Address:</b> n/a			
<b>City:</b>	<b>State:</b>	<b>Zip Code plus 4:</b>	



Mailing address (If different from above):			
Phone Number:	Fax Number:	County:	Project/Performance Site Congressional District:
<b>Project/Performance Site Location 4</b>			
Street Address: n/a			
City:		State:	Zip Code plus 4:
Mailing address (If different from above):			
Phone Number:	Fax Number:	County:	Project/Performance Site Congressional District:
<b>Project/Performance Site Location 5</b>			
Street Address: n/a			
City:		State:	Zip Code plus 4:
Mailing address (If different from above):			
Phone Number:	Fax Number:	County:	Project/Performance Site Congressional District:
<b>Project/Performance Site Location 6</b>			
Street Address: n/a			
City:		State:	Zip Code plus 4:
Mailing address (If different from above):			
Phone Number:	Fax Number:	County:	Project/Performance Site Congressional District:
<b>Project/Performance Site Location 7</b>			
Street Address: n/a			
City:		State:	Zip Code plus 4:
Mailing address (If different from above):			
Phone Number:	Fax Number:	County:	Project/Performance Site Congressional District:



ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Bureau of Finance and Accounting

**FEDERAL ASSURANCE FOR FEDERAL FINANCIAL  
ASSISTANCE SUBRECIPIENT AWARD**

CFR 200

<b>Federal Financial Assistance Funding Opportunity Number:</b> 17-DG-11083112-001
<b>Subrecipient Legal Name:</b> Town of Cutler Bay
<b>Subrecipient FEIN:</b> 27-0768791
As the duly authorized representative of the Subrecipient, I certify that to the extent applicable, the Subrecipient:
1. Has the legal authority to apply for federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the Recipient, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the subrecipient award; and will establish a proper accounting system in accordance with generally accepted accounting principles or Recipient directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frames after receipt of approval of the Recipient.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681- 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.



7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR, Part 200 Uniform Administrative Requirements, Costs Principles and Audit Requirements for Federal Awards, Subpart F Audit Requirements.
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.



19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a subrecipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect, (2) Procuring a commercial sex act during the period of time that the award is in effect or, (3) Using forced labor in the performance of the award or subawards under the award.

20. Will comply with and enforce the requirements for a drug-free workplace as mandated in 2 CFR Part 421, "Requirements for Drug-Free Workplace".

21. Will comply with 2 CFR 417, Subpart C to ensure that any vendor or subcontractor that carries out the provisions of this agreement are not debarred or suspended.

22. Will comply with the Executive Order 13513 entitled "Federal Leadership on Reducing Text Messaging While Driving" by prohibiting employees, contractors, and subcontractors from texting while driving on official business and or in federally owned, rented or leased vehicles or privately owned vehicles when on official government business or when performing any work for or on behalf of or in cooperation with the federal government.

**Authorized Representative Name:**

Rafael G. Casals

**Title:**

Town Manager

**Signature of Authorized Representative:**

*Rafael Casals*

**Date Signed:**

*8/30/17*

**Applicant Organization:**

Town of Cutler Bay

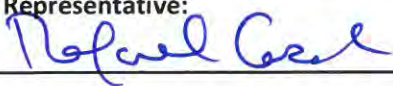


ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Division of Administration

**CERTIFICATION REGARDING LOBBYING**

2 CFR 200

<b>Federal Financial Assistance Funding Opportunity Number:</b> 17-DG-11083112-001	
<b>Subrecipient Legal Name:</b> Town of Cutler Bay	
<b>Subrecipient FEIN:</b> 27-0768791	
The undersigned certifies, to the best of his or her knowledge and belief, that:	
1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.	
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities" in accordance with its instructions.	
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.	
4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty or not less than \$10,000 and not more than \$100,000 for each such failure.	
<b>Authorized Representative Name:</b> Rafael G. Casals	<b>Title:</b> Town Manager
<b>Signature of Authorized Representative:</b> 	<b>Date Signed:</b> 8/30/17
<b>Applicant Organization:</b> Town of Cutler Bay	





ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Division of Administration

**CERTIFICATION REGARDING DEBARMENTS, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER  
FEDERALLY FUNDED TRANSACTIONS**

2 CFR 200

**Federal Financial Assistance Funding Opportunity Number:** 17-DG-11083112-001

**Subrecipient Legal Name:** Town of Cutler Bay

**Subrecipient FEIN:** 27-0768791

This certification is pursuant to Executive Order 12549, Debarment and Suspension and implemented at 2 CFR parts 180 and 1880.

**Instructions for Certification**

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certifications set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification. In addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction", "debarred", "suspended", "ineligible", "lower tier covered transaction", "participant", "person", "primary covered transaction", "principal", "proposal", and "voluntarily excluded", as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.



8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participating in this transactions, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

### Certification

1. The prospective lower tier participant certifies to the best of its knowledge and belief, that it and its principals;

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency.

b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective lower tier participant shall attach an explanation to this proposal.

**Authorized Representative Name:**

Rafael G. Casals

**Title:**

Town Manager

**Signature of Authorized Representative:**

**Date Signed:**

8/30/17

**Applicant Organization:**

Town of Cutler Bay

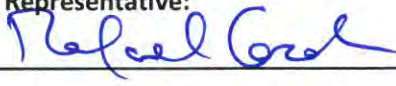


ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Division of Administration

**CERTIFICATION STATEMENT**

2 CFR 200

<b>Federal Financial Assistance Funding Opportunity Number:</b> 17-DG-11083112-001	
<b>Subrecipient Legal Name:</b> Town of Cutler Bay	
<b>Subrecipient FEIN:</b> 27-0768791	
By signing this page, the undersigned certifies that:	
A. This application is in all respects fair and submitted in good faith, without collusion or fraud;	
B. If selected through this application process, the subrecipient will work in good faith and in partnership with the Florida Department of Agriculture and Consumer Services to manage its subrecipient agreement in a timely and accurate manner;	
C. Any funds awarded as a result of this application process will not be used to supplant or replace any state or local funds;	
D. Any funds awarded as a result of this application process will not be used as matching funds to apply for or receive other federal funds;	
E. No federal funds will be used as match for funds awarded as a result of this application process.	
F. The undersigned has full authority to bind the applicant.	
<b>Authorized Representative Name:</b> Rafael G. Casals	<b>Title:</b> Town Manager
<b>Signature of Authorized Representative:</b> 	<b>Date Signed:</b> 8/30/17
<b>Applicant Organization:</b> Town of Cutler Bay	



## **Town of Cutler Bay** **Lakes by the Bay Park Tree Planting Project**

### **Attachments**

- **DRAFT – Town Manager Memo and Town Resolution approving the 2017 Urban and Community Forestry Grant Application** (Note: The Town Council does not meet in August, and this item has been placed on the September 27, 2017 Agenda)
- **Rendering of Site Plan**
- **Map of Project Location**
- **Photographs of Current Site Conditions**





Office of the Town Manager

## MEMORANDUM

Rafael G. Casals, CFM  
Town Manager

**To:** Honorable Mayor and Town Council

**From:** Rafael G. Casals, Town Manager

**Date:** September 27, 2017

**Re:** 2017 State of Florida Department of Agriculture & Consumer Services – Urban and Community Forestry Grant Application

### REQUEST

**A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AUTHORIZING THE TOWN MANAGER TO SUBMIT A GRANT APPLICATION WITH THE STATE OF FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES; AND PROVIDING AN EFFECTIVE DATE.**

### BACKGROUND AND ANALYSIS

During the 2016-17 fiscal year, the Town of Cutler Bay was awarded a grant award of \$13,500 from the Urban and Community Forestry Grant Program to implement a tree planting demonstration at the Town Center Building. The long-term goal of the Florida Friendly Landscaping and Tree Planting Project is to raise awareness about Florida Friendly best practices and native tree planting throughout the community, and inspire residents/business owners to seek out Florida Friendly certification for their properties. Planting of the new trees were completed in August 18, 2017.

The Town wishes to continue our efforts to increase the number of Florida Native Trees in public spaces throughout the Town by submitting a new FY2017 State of Florida Department of Agriculture Grant in the amount of \$10,000. This new grant will complement the Canoe/Kayak Launch Project at the Lakes by the Bay Park. If funded, the Town will be able to plant up to twenty-five (25) Florida Native canopy trees. As you are aware, the Town is in the process of conducting a series of public involvement meetings to help with the planning and design of the Canoe/Kayak Launch and environmental education project at Lakes by the Bay Park. The installation of canopy trees that will attract birds to the wetland is of great interest to the Town's residents.

The purpose of the Forestry Grant Program is to cooperate with local governments to promote the planting and protection of trees to improve the livability of urban environments within the State of Florida. The Town is required to provide a fifty percent (50%) match of the total Project costs. The required match can be in the form of in-kind costs (Town staff salaries) and cash match.

### RECOMMENDATION

It is recommended that the Town Council approve the attached Resolution.

**RESOLUTION NO. 17-\_\_**

**A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AUTHORIZING THE TOWN MANAGER TO SUBMIT A GRANT APPLICATION WITH THE STATE OF FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, on January 21, 2009, the Town Council adopted a Street Tree Master Plan (the "Plan") via Resolution Number 09-02; and

**WHEREAS**, the adopted Plan establishes a goal of planting over 6,700 new trees throughout the Town of Cutler Bay's (the "Town") right-of-way, swale areas, and public spaces; and

**WHEREAS**, trees are an important part of our community, which encourages both pedestrian and cyclist use; and

**WHEREAS**, the Town desires to apply for a Florida Department of Agriculture and Consumer Services 2017 Urban and Community Forestry Grant, which will supplement and help fund the Town's plan for tree planting and education; and

**WHEREAS**, the Town Council supports the application under the grants eligibility criteria: "Category 2: Demonstration or Site Specific Projects" in the amount of \$10,000; and

**WHEREAS**, the purpose of the Town's submittal will be to demonstrate right tree, right place best practices in planting; and

**WHEREAS**, the Town finds that this Resolution will promote the health, safety and welfare of the Town.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AS FOLLOWS:**

**Section 1. Recitals.** The above recitals are true and correct and are incorporated herein by this reference.



**Section 2. Authorization.** The Town Council hereby authorizes the Town Manager to submit a grant application with the State of Florida Department of Agriculture and Consumer Services for an Urban and Community Forestry Grant (Exhibit “A”).

**Section 3. Effective Date.** This Resolution shall be effective immediately upon adoption.

PASSED and ADOPTED this \_\_th day of September 2017.

\_\_\_\_\_  
Mayor PEGGY R. BELL

Attest:

\_\_\_\_\_  
DEBRA E. EASTMAN, MMC  
Interim Town Clerk

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY FOR THE  
SOLE USE OF THE TOWN OF CUTLER BAY:

\_\_\_\_\_  
WEISS SEROTA HELFMAN  
COLE & BIERMAN, P.L.  
Town Attorney

Moved By: \_\_\_\_\_  
Seconded By: \_\_\_\_\_

FINAL VOTE AT ADOPTION:

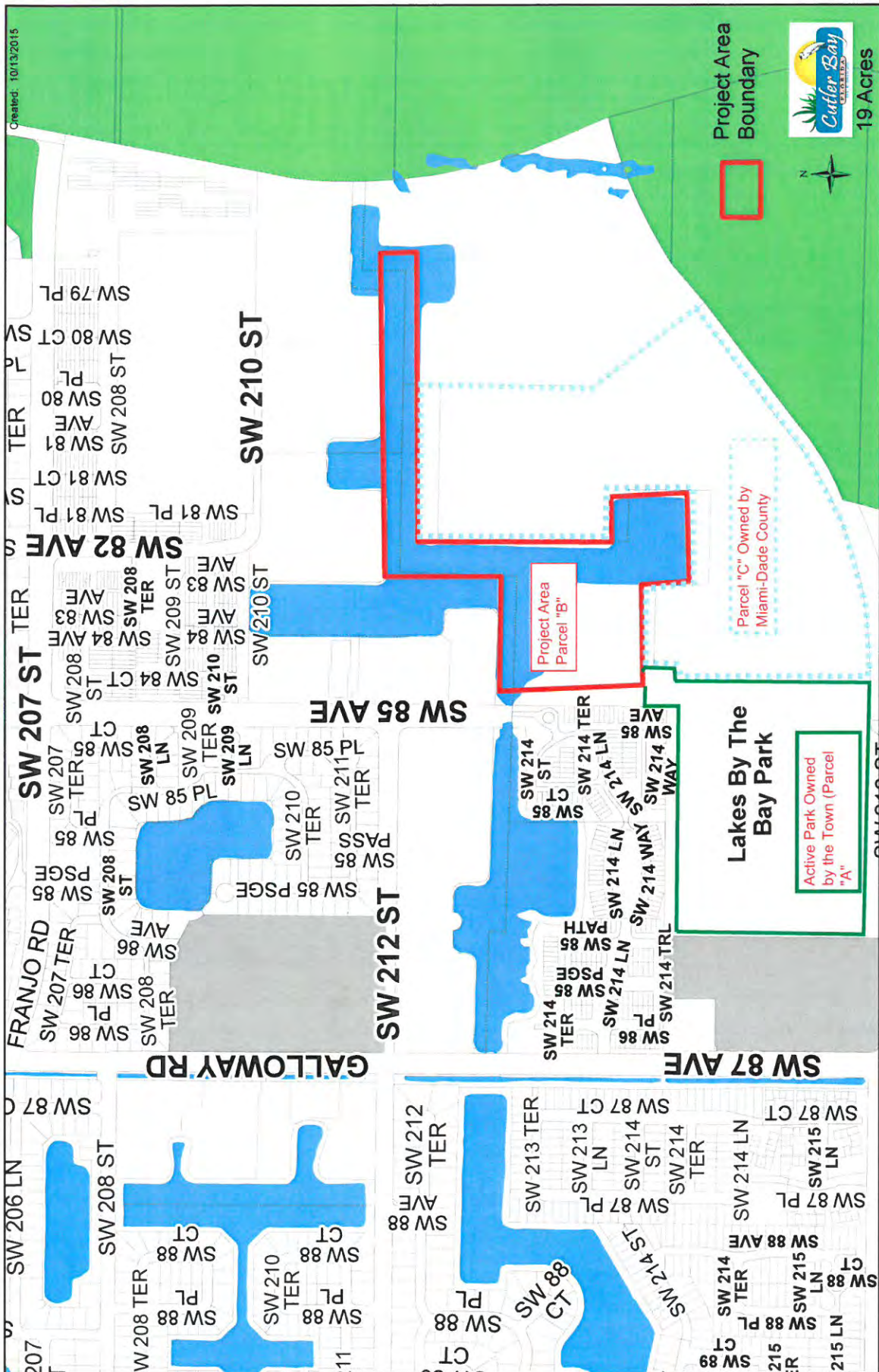
Mayor Peggy R. Bell	_____
Vice Mayor Sue Ellen Loyzelle	_____
Council Member Mary Ann Mixon	_____
Council Member Michael P. Callahan	_____
Council Member Roger Coriat	_____



# Rendering of Site Plan















### **Public Support for Project**

The Town has held two (2) of four (4) planned public involvement meetings. Meeting minutes show that residents have requested:

1. Installation of hardwood hammocks or other tree species to attract wildlife and provide educational opportunities.
2. Increase tree canopy on the property.
3. Plant salt tolerant trees.
4. Include educational kiosks





